

Booragoon Primary School P&C Association

Minutes of General Meeting Monday 29th June 2020

Held: Booragoon Primary School Staffroom
Meeting Opened: 7pm

ATTENDANCE

| | | | |
|------------------|---------------|----------------|-------------------|
| Barbara Horan | Julie Kuchak | Nika Engel | Tania McEwee |
| Carl Young | Kate Pascoe | Shelly Thomson | Biljana Roksandic |
| Daniel Vincent | Kate Zappa | Sopheak Cowell | |
| Evelyn Praxl | Kendall Brown | Yun Wang | |
| Jessica Mitchell | Natalia Lim | Kelly Negus | |

APOLOGIES

| | | |
|----------------|--|--|
| Brooke Donabie | | |
|----------------|--|--|

ITEMS

ACTION

| | |
|---|------------------------------|
| <p>1. Confirmation of Minutes of Previous Meeting</p> <p>Motion: That the minutes of the General Meeting of Booragoon Primary School P&C Association held on 25th May 2020 be confirmed as an accurate record.</p> <p>Moved: Nika Engel Seconded: Natalia Lim</p> | <p>Motion carried</p> |
| <p>2. General Business Arising from Previous Minutes - Updates</p> <ul style="list-style-type: none"> ● Shelly investigating use of building fund and possible alternative 'tax funds' <ul style="list-style-type: none"> ○ We have \$10,765 in building fund and \$20,032 in savings/reserve funds. ○ Resolution: keep as is for now and to obtain written advice ● Western Power discussion – in progress/Ongoing <ul style="list-style-type: none"> ○ We may be able to sell power – ongoing ● Mums Night (dates/organiser TBC) - C/F ● School disco motion passed 25 May 2020 meeting - The school will invoice the P&C for \$16,500, comprising \$15,000 for appropriations and \$1,500 for Year 6 graduation. The P&C will hold \$1,000 for the Year 6 disco, so that costs can be paid by the P&C rather than the school. ● New accounting system – Resolved at 25 May 2020 meeting to use free 1-year trial of MYOB upgrade – currently in progress of being redone ● Basketball court renovations to the back area <p>Motion: The P&C is to allocate \$200 towards renovations to the</p> | |

| | |
|---|------------------------------|
| <p><i>backboards of the basketball court in the main quad</i></p> <p>Proposed: Carl Young</p> <p>Seconded: Shelly Thompson</p> <p>- Motion Passed</p> | |
| <p>3. Correspondence / communications</p> <ul style="list-style-type: none"> WACSSO newsletter | |
| <p>4. Reports / updates</p> <p>Principal's Report – Barbara Horan</p> <p><i>Summary provided by Barbara regarding the many challenges of the last few months. A few key highlights:</i></p> <ul style="list-style-type: none"> The last term has been a challenge with no one knowing what to expect at the beginning of the term and the Department of Education and State Government advice changing daily in relation to Covid19. Our teachers stepped up to the challenge and difficult task of preparing for both online and face to face teaching. The teachers did a great job. Attendance numbers were low initially but have steadily increased. Now at the end of the term, full attendance as can be expected around this time of year (with the seasonal colds etc). | |
| <p>4.2 Treasurer's Report – Sopheak Cowell</p> <ul style="list-style-type: none"> Community Solutions Account \$10,815.56 Cash floats \$74.90 Building Fund \$10,769.16 Maxi Direct Account\$ 20,032.38 Canteen Account 815.25 Cash balance \$47,793.22 Allocated \$5,200 – Unallocated \$21,780.17 Canteen accounts usually managed by Canteen – to be included in JD for Canteen Manager Treasurer advised that we are eligible to apply for \$10,000 if we employ 1 person before September. ATO granted tax credit of \$10,000 for Jan-March Qtr. <p>Motion: That the P&C Financial Year runs from 1 January to 31 December each year. Treasurer to submit necessary form to WACSSO.</p> <p>Moved: Sopheak Cowell Seconded: Shelly Thompson</p> | <p>Motion Carried</p> |
| <p>4.3 Committee reports/updates</p> <p>4.3.1 Fundraising</p> <ul style="list-style-type: none"> Spring raffle | |
| <p>4.3.2 Uniform shop</p> | |

| | |
|---|---|
| <ul style="list-style-type: none"> • Uniform shop re-opened 25 June 2020 located on the path next to the Tennis Court. It was a great success with \$192 raised so far • Planning to open 2-3 times next term on dates to be advised • Will have a permanent location in shed | |
| <p>4.3.3 Kitchen Garden</p> <ul style="list-style-type: none"> • Esky will be back soon – once restrictions on campus ease. | |
| <p>4.3.4 Champion Dads & Grounds Committee</p> <ul style="list-style-type: none"> • The bush track has been a great success and very popular with the children • Previous query over proposal for \$200 regarding replacement of basketball backboard – motion carried as per above. • The oval needs some work (weeding etc) considering activities in that regard. Football west are hiring it at the moment • Planning to do a ‘camp out’ in December 2020 | |
| <p>4.3.5 School Banking</p> <ul style="list-style-type: none"> • No update. (Waiting movement in restrictions) | |
| <p>4.3.6 Scholastic Book Club – Nika Engel, Brooke Donabie</p> <ul style="list-style-type: none"> • <i>Online catalogues less effective than physical catalogue</i> • <i>Bookfair provisionally booked for November (Term 4) details TBC. This should work well with book week in October</i> | |
| <p>4.3.7 Canteen – Shelly Thompson Update</p> <ul style="list-style-type: none"> • <i>WASCA – Canteen association to assist with audit as part of membership and provide recommendations</i> • <i>Considering in house and outsourcing some items – will discuss with a contact who has experience with another school and report back</i> • <i>Interviews to be conducted with the two applicants over the next week – exec committee</i> • <i>Hoping to lock someone in at the end of the week and then have the canteen committee to drive this</i> | <p>Shelly - to follow up canteen action items. Hoping to activate canteen committee to drive this.</p> |
| <p>4.3.8 Sustainable Booragoon – Kate Zappa</p> <ul style="list-style-type: none"> • <i>Becoming a ‘waste wise school’ under consideration – further details of specification and classroom commitment under consideration. – Could lead to the possibility of grants over coming years for sustainability projects. – pushed back due to COVID</i> • <i>Waste audit for term 1 planned weeks 7/8 – postponed due to COVID</i> • <i>Working on waste reduction plan</i> • <i>Kate Z to liaise with Shelly to ensure no cross over of work regarding possible container scheme project</i> • <i>Waste grant and soft plastics collection</i> | |

| | |
|---|--|
| <ul style="list-style-type: none">● 'Plastic Fee July' poster competition. Competition closing on Friday 3 July 2020. Winners will be announced at the beginning of term 3. Proposing to have 3 prizes and asking for \$100 to spend on prizes. <p>Motion: <i>The P&C is to allocate \$100 to pay for prizes for the competition winners</i></p> <p>Proposed: <i>Kate Zappa</i> Seconded: <i>Shelly Thompson</i></p> <p>- Motion passed</p> | |
| <p>5. General Business</p> <ul style="list-style-type: none">● Parking – discussed having someone from City of Melville to patrol the parking and issue warnings to parents who are being unsafe – further information to be obtained on this option | |
| <p>6. Next Meeting</p> <p>27 July 2020</p> <p>Meeting Closed: 8.25pm</p> | |