

# Booragoon Primary School P&C Association



## Minutes of General Meeting Monday 24<sup>th</sup> February 2025

Held: Staff Room  
Meeting Opened: 7:15pm

### ATTENDANCE

Nika Engel – P&C President	Nat Lim	Wendy Maben	Jess Mitchell – Vice President
Lawrie Freeman - Secretary	Chris John - Principal	Neroli Burge	Brooke Donabie
Amy Thompson	Joanna Glaskin	Frances Bender	Amy Dale
Kate Zappa	Daniel Vincent – Treasurer	Nicholas Steinsvaag	Frederic Ong
Pauline Plaza			

### APOLOGIES

Wai Sum	Zuzana Obertova	Marion Rogerson	Christine Tay
Julie Kuchak			

General Meeting		
No.	Item	Action
1.	<b>Acknowledgement of Country</b> We respectfully acknowledge the past and present traditional owners of this land on which we are meeting, the Whadjuk people of the Noongar nation.  We also acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the education of all people in this country we all share together – Australia	
2	<b>Confirmation of Minutes of Previous Meeting</b> <b>Motion:</b> That the minutes of the General Meeting of Booragoon Primary School P&C Association held on 25 <sup>th</sup> November 2024 be confirmed as an accurate record.  <b>Raised:</b> Wendy Maben <b>Seconded:</b> Nika Engel	
3	<b>Correspondence and communications</b>	
3.1	New WACSO handbook has come out. Available online on the WACSO website or can contact Nika for a copy.	
4	<b>Principal's Report</b> Lots of new faces at the first P&C of the year which is great.	

General Meeting		
No.	Item	Action
	<p>440 students were enrolled at the start of the year. A few have left since then which has been a significant cost that has been lost to the school. About \$65k.</p> <p>Fence around the Year 1 and 2 play area was installed during the second week of school.</p> <p>People came out to assess the placement of a new transportable classroom. The best placement is at the foot of the stairs near the kitchen garden which also means part of the kitchen garden will need to go.</p> <p>Chris received a parent email and which needs to be tabled at this meeting.. Basketball courts maintenance or upkeep was requested. Preference for adjustable hoops, that are spring loaded. At the moment there are government grants to improve facilities if you are part of a sporting club. Happy to run this as a sub group of the P&amp;C. P&amp;C very supportive.</p>	
<b>5</b>	<b>Reports / Updates</b>	
<b>5.1</b>	<b>President's Report</b>	
	<p><b>Financial Motion</b></p> <p><b><u>Year 6 Disco from last year - \$1,000</u></b></p> <p>Emergency Financial Motion approved by the Executive Committee via Whatsap on 9<sup>th</sup> December.</p> <p>The motion was to cover expenses associated with the Year 6 Disco, including, but not limited to DJ, decorations and dinner.</p> <p>There was an understanding that the disco was funded by the P&amp;C but there was some confusion over where the funds came from, hence the last minute financial motion.</p> <p><b>Raised:</b> Nika Engel</p> <p><b>Seconded:</b> Executive Committee</p> <p><b>Year 6 Parents P&amp;C Handbook</b> - There will be a Handbook for the year 6 parents that will go out this year for future Year 6 parents so they understand all tasks and processes. Nika and Kate are working on it.</p> <p><b>Financial Motion</b></p> <p><b><u>State Election Bake Sale - \$1,000</u></b></p> <p>Emailed on 12<sup>th</sup> February 2025. The State Election will be held on Sat 8th March, with the traditional P&amp;C Cake Stall and Sausage Sizzle. Nika, or her delegates, have authority to spend up to \$1,000 on Cake Stall and Sausage Sizzle related expenses. This budget is made up of the estimated costs below:</p> <ul style="list-style-type: none"> <li>· Drinks - \$150</li> <li>· Sausages - \$300</li> <li>· Buns - \$250</li> <li>· Packaging - \$150</li> </ul>	

General Meeting		
No.	Item	Action
	<p>Miscellaneous \$150</p> <p>The 2022 Election Cake stall raised \$2,150.</p> <p><b>Raised:</b> Nika Engel</p> <p><b>Seconded:</b> Neroli Burge</p> <p><b><u>BODs Kidz In Sport - \$450</u></b></p> <p>Emailed on 27<sup>th</sup> February 2025. The BODs have arranged for Mike Lee from Kidz'n Sport to hold a small event after school for the PP and Kindy students, as they do at the beginning of every school year. The intent of this event is to:</p> <p>Socialise the Kindy &amp; PP students so that they become more familiar with the school and also each other.</p> <p>Provide an informal event for which parents of Kindy &amp; PP students can mingle and make acquaintances with each other.</p> <p>Introduce the incoming parent base to the Booragoon P&amp;C and also the BODS.</p> <p>"Spruik" the P&amp;C and the BODS - noting the purpose of the BODS, and also any upcoming events.</p> <p><b>Raised:</b> Carl Engel</p> <p><b>Seconded:</b> Nick Steinsvaag</p> <p><b>AGM &amp; Executive Committee Meetings</b> - Next meeting will be the AGM where the 4 office bearer roles will be re-elected. Executive Committee meeting will need to be before that to vote on a few things so will hold that about 30mins before the AGM.</p> <p><b>ATO declaration</b> needs to be re-submitted as Nika signed in the wrong place.</p> <p><b>Event Planner</b> will get emailed out with the Minutes.</p> <p><b>Picture Plates</b> – Neroli happy to continue with organising this.</p> <p><b>Class Representatives.</b> List is essentially sorted. Nika found the guidelines for use of the Whatsap group but can't edit it. Will try to get the original off Kelly Negus. Nika will add a few things to it including timeframes, it's not a place to raise issues with the school and is not a direct line to the school. Chris will review after Nika's amendments.</p>	<p>ACTION – Dan to resubmit ATO declaration</p> <p>ACTION – Nika to update WhatsApp guidelines and send to class reps for distribution</p>
<b>5.2</b>	<b>Treasurer's Report</b> – Daniel Vincent	
	Dan emailed the report out on 24 <sup>th</sup> February 2025.	
<b>5.2.1</b>	<b>Financial Motions for Next Meeting</b>	

General Meeting		
No.	Item	Action
	Nil	
<b>6</b>	<b>Committee Reports / Updates</b>	
<b>6.1</b>	<b>Fundraising</b> Easter Raffle – need to start looking at that. Jess will send an email out or Whatsap to drum up Pre-Primary support and get a coordinator and start to receive donations for the raffle.	Jess Mitchell to send out comms
<b>6.2</b>	<b>Uniform Shop</b> – Jess Mitchell Sales continue to be strong: selling out of Jess’s carport over the Summery. \$1,100 raised so far.	
<b>6.3</b>	<b>Book Club</b> - Brooke Donabie / Nika Engel Issue 1 has just closed on Friday. About \$1k worth of orders. About 15% received by the school. Booked in the Book Fair. Gone back to Scholastic for this year as the stock is more popular with the kids.	
<b>6.4</b>	<b>Champion Dads &amp; Grounds Committee</b> BODS – Kids n Sport and Camp Out happening this term.	BODS to send out comms
<b>6.5</b>	<b>Canteen</b> – Julie Kuchak Still doing Monday, Thursday and Friday but next term will likely go back to Wednesday, Thursday and Friday.  There are some issues with messiness left in the kitchen from the Osh club. This can impact the canteen’s health department certificate Julie has provided Osh with a quote to clean the oven.	
<b>6.6</b>	<b>Sustainable Booragoon</b> Don’t have capacity to deliver the Jumble Sale in Term 2. Has been moved to Term 3 so either need to park the Jumble Sale for this year or find a different way to run it.  Going to put the Jumble Sale out to Year 3 and 4 parents to see if a team of parents can coordinate it for this year.  We are a waste accredited school. This year school needs to be re-certified. Don’t have the resources in the P&C to run this. Chris may try to drum up support amongst the teachers.  Chris and Kate will discuss further.	ACTION – Jess/Kate to put to Yr 3 and 4 group for volunteers to organise  ACTION – Kate and Chris to discuss Waste Accreditation
<b>6.7</b>	<b>Kitchen Garden</b> – Emma Bax & Merridy Vincent Emma Bax continuing to look after the kitchen garden. Help will be needed to dig out the orange tree to relocate it in order for the new classroom to go in. All fruit will need to be disposed of because of the Qld Fruit Fly.	Organise working bee for orange tree relocation.
<b>7</b>	<b>Other business</b>	

General Meeting		
No.	Item	Action
8	Next Meeting: AGM and Exec Committee Meeting - 24 March 2025	
	Meeting Closed: 8:20pm	