

DEANMORE PRIMARY SCHOOL
PARENTS AND CITIZENS ASSOCIATION INC

ORDINARY MEETING

Held on Monday 31 August 2015

MINUTES

- Present:** Troy Vukojevich, Suzanne Croston, Annabel Anderson-Nicholls, Barbs Harvey, Catherine Pfammatter, Alison Murphy, Steve Schupp, Clare Lawson, Janelle Haines, Lisa Dunstan, Nici Ogle, Jeannie Metcalf, Jo Marwick, Greg Downes, Dan Rodgers.
- Apologies:** Samantha Maddern
- Confirmation of Minutes** of Ordinary General Meeting of 27 July 2015
Resolution moved by Clare Lawson, seconded by Barbara Harvey *“that the Minutes of the Ordinary Meeting of 27 July 2015 accepted as true and correct”*.
- Business Arising:**

Item No.	Action Required:	Action By:
9.1	Quiz Night – wrap up of evening held on 14 Aug. Follow-up for donations.	Fundraising sub-committee Barbs Harvey thanked all those involved in organising the Quiz night, especially Janelle Haines, Nici Ogle, Lisa Dunstan and Jo Griffiths. Very successful evening with pro quiz master / organisation appreciated. Lower ticket prices but higher profit (see fundraising report below). BH commented that the food arrangements will be reviewed for future quiz nights. Certificates of appreciation are being made up for prize givers and these will be distributed.
9.3	Roadwise – meeting with City of Stirling	Michelle Jahn / Jo Marwick Jo M met with Shane Pope from the City of Stirling on 20 Aug. The Council doesn't believe that a kiss'n'ride would work in front of school because of one-way system on Deanmore Rd. Back of school near K/PP area suggested by council, but all at meeting considered it unsuitable as younger students have to be accompanied in to class, so there is a greater concentration of parking in this area.

		<p>Karrinyup PS indicated as a model for well-functioning kiss'n'ride if P&C would like to go and inspect. MQJ will call to discuss.</p> <p>Possible timeline: changes would only be able to be implemented at the beginning of next year.</p>
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5. Correspondence

Incoming:

- WACSSO Annual Conference programme – 22&23 August
- SDERA newsletter
- WA School Canteen Association – PD day on 8 Sept for Canteen Supervisors.
- Entertainment Book invoices and correspondence to KH/AAN
- Various fundraising publications

Outgoing:

- Canteen bookkeeper sent paperwork for Canteen insurance

6. President's Report – Troy Vukojevich

TV offered his congratulations to the quiz night organisers, in particular Barbs Harvey.

He indicated that the Artmarket organisation was moving along, with sponsorship/budgeting progressing over the last month.

He has been in contact with council re permit/licensing and the service of alcohol should not be a problem.

7. Principal's Report – Jeanette Metcalf

Naplan: reports distributed on 28 Aug. Globally satisfactory but some areas for improvement have been identified in the middle school. School is keen to work in partnership with parents to support children.

Naturescape: the new section will be constructed during the October school holidays.

Artmarket: JM reiterated the support of staff for this event and indicated she would be promoting the smArt competition to principals of other local schools at an area meeting early September.

13 Nov: entry to school from early afternoon via oval agreed by JM. Vehicle entry from Rainer St from 3.30pm. Child safety to be prioritised!

8. Financial and Fundraising Summary – Annabel Anderson-Nicholls, Treasurer

(held over from July and current month)

See also main account /canteen cash summaries attached.

- **Canteen balance:** \$4 500, profit for the year to date \$489.
- **Main account balance:** \$34 385 at 30 Aug. Including funds held in trust = \$1 065 and allocated funds = \$16 000 Naturescape Stage 2 & ICT 3rd payment.
- **Profit & Loss** statement provided for all fundraising initiatives to date. ICT payments have reached a record amount of \$8 357.00. Quiz night cleared over \$5 000.
- **Wage increases** for Canteen employees following award adjustment: both current wages situated just over award level. No adjustment required in 2015.
- **Canteen:** Steve S commented that some meals appear “out of date” because they have been fresh frozen. Information on what is made on the premises and what is bought in is provided on menu. To clarify, it was decided to add a note to the newsletter emphasising that CM = canteen made.
- **Mobile ETFPOS:** Proposal from BH to purchase mobile eftpos machine, at a cost of roughly \$30/month. Query from AAN about monthly fees for this type of account. AAN and TV will look into fees and communicate with the Executive. Positive reaction to the proposal otherwise.

9. Sub-Committee reports

Fundraising:

- **Fathers' Day stall:** on Wed 2 and Thurs 3 Sept.
- **Faction sports carnival** on 4 Sept: food orders can be placed in advance.
- **School sausage sizzle** – to be held on last Tuesday of term, 22 Sept.
- **Netball uniforms** – A grant of \$560 has been received from McDonalds + a number of donations from parents, resulting in sufficient funds being available to purchase team uniforms. The question of whether a sponsorship logo for local businesses could appear on netball bib was raised. The meeting did not consider this to be appropriate and approval was not given.
- **Afterhours wine fundraiser:** an offer extended from Quiz night, with a request to distribute the flyer again. Approved for distribution via class lists. 20% of amount ordered comes back to the P&C.
- **Tea towels** have been ordered, plus a few spares
- **Disco:** Yr 6 would like to run a disco in Term 4. A number of concerns were expressed about dates and timing. After discussion, a potential date (TBC) of Dec 15/16 was settled on for an “end of year event” 3-5pm or 2-4pm. This would allow teachers to assist with supervision in addition to parents being present. Greg D. will discuss this option with student councillors.

- **Book fair** – scheduled for 19-20-21 October
- **School banking** – RW: small torches being recalled, notices have been placed in newsletter
- **Bunnings sausage sizzle** – November 7 - CNP to check availability of previous coordinator, Peter Merralls.

Canteen: see correspondence and financial summary above.

Roadwise: see update under 4. Business arising.

Fathering Project: Initial meeting on 17 Aug, 30 dads attended. Great feedback: excellent speaker. 6/7 in for organising group. Potential activities to be discussed. Guidance on event planning requested. SS indicated next meeting to take place on Wed 23 Sept.

Newsletter: Info on fathering project to be included.

Website: TV to provide update for President's statement.

Uniforms: Hat order required as stocks are running low.

10. General Business

artMarket: insurance PL. Discussion of various providers, options to offer stall holders.

Investigate options for 14 Sep.

General update: decision to use school grounds rather than the oval for the majority of stalls/activities (rides on oval near fence perimeter above amphitheatre). This is due to lower numbers of stall holders than initially expected and a wish to create a more atmospheric environment. A mud map is being developed by SC: bar near flag poles, cordoned off. Access will be from 12pm, vehicles restricted.

Fiona B. will be approached to coordinate volunteers via doodle.com

Netball coordinator: Kyla Hillmer has filled this position most successfully for 4 years. Lisa D will coordinate thankyou gift to be presented by P&C at next assembly.

DATE OF NEXT GENERAL MEETING:

21 SEPTEMBER 2015