

DEANMORE PRIMARY SCHOOL
PARENTS AND CITIZENS ASSOCIATION INC

ANNUAL GENERAL MEETING MINUTES

MEETING INFORMATION

- Objective:**
- To promote the interest of the school, through cooperation between parents, teachers, students and members of the general community
 - To assist in the provision of resources, facilitates and amenities for the school not otherwise provided for through government policy and funding
 - To serve as a public forum for the community to both express and communicate its needs to school management
- Date:** 27 February 2016
- Location:** Staff room (behind reception) – Deanmore primary school
- Time:** 7:30 PM – 9:00PM **Meeting Type:** Annual General Meeting
- Present:** Attached attendance

MINUTES AND DECISION – AGENDA ITEMS FROM MONDAY 5 DECEMBER 2016

- 1 Welcome and Apologies:

Meeting opened by President at: 7:30

Apologies: Nici Olge; Lisa Dunsten; Sam Maddern
- 2 Confirmation of previous Minutes – Michelle Jahn moved; Troy Vukojevich seconded
Corrections: with corrections
- 3 Business arising & decision(s) out of session
 - **None out-of-session**
- 4 Business arising – **See below**
- 5 Correspondence
*Incoming: **nothing to note***

*Outgoing: **none***
- 6 President's Report
 - Thanked members for joining. Noted the following
 - Happy to have the opportunity to work with the P&C this year
 - Meet with members of the fundraising committee and got an understanding of the amount of effort that goes into fundraising events.
 - Meet with Treasure and discussed working towards a high-level budget for P&C.
 - Would like to work with subcommittees to identify annual spending
 - Meet with Lisa re other types of information sessions and the need to align with school board plans. To encourage parent understanding for the school's perspective.
 - Meet with Principal and discussed ideas for getting kids involved in P&C and what kids would like to have the P&C support for school improvements
 - Reviewed updates to the P&C website.
 - Would like to see how the P&C can look to support the school board
 - Looking to have a high-impact theme for P&C through our activities. Consider how

- our effort is being returned
- Would like to consider how we communicate with parents. Perhaps a P&C presence at assemblies with the objective to bring P&C into parent's awareness.
- Please get in touch with President on ideas for improvement in following areas.
 - Communicating and raising awareness with parents
 - How we should document events tasks and activities to support new people taking up events
 - Sub-Committees and other consider what funds are required. This information will be used to create an operating budget and assist with identifying high-impact activities.

7 Principal's Report

- Meet with (Steve P&C President) regarding school direction for 2017
- School community survey
- Surveyed kids – with the focused intention to make the school more kid friendly – a kid's school e.g. murals on the sea container; scooter racks; skates board racks and an older kids play area.
- iPad are high-usage in class and at extracurricular activities.

8 Treasure Report

- Treasure Reports are attached
- Currently have \$13,251.87 balance with \$22972.87 for distribution (see reports for details)
- Canteen accounts were not presented
 - The Canteen expects to break even
 - Following up with JFE for contribution

Motion: that the Treasure's reports and the audit for 27 FEB 2016 is accepted

Moved by: Bree Day Seconded: Michelle Jahn **No objections and stands approved**

Motion: that signatories change on P&C accounts

Moved by: Bree Day Seconded: Karin Hunt **No objections and motion passed**

9 Sub Committee Report

9.1 Fundraising

- Janelle Haines elected to be Fundraising Chair and was endorsed (and embraced) by P&C
- Fundraising committee needs to expand to at least 8. Anyone interested get in touch with secretary or Janelle
- Easter egg raffle will be postponed this year due to Easter falling in school holiday and the amount of effort that falls upon the class reps for the activity.
- Including the 5cent bottle fill on fundraising activity list.

Motion: that \$1,000 fund the 11 & 12 May 2017 Mother's day stall .

Moved by: Clare Lawson Seconded: Amanda Major **No objections and motion passed**

9.2 Newsletter/Communications

- Nothing to Report
- Note: Items due Tuesday afternoon week of newsletter. Newsletter comes out on even weeks.

9.3 Deanmore Dads

- Planning for
 - John Haines presentation 8 March by invitation.
 - Deanmore Dash (Colour Run) 10 March 60 volunteers needed
 - Paint Mixing Sunday 5 March at Oval 10:00am
 - HBF Run for a reason Deanmore team Term 2

9.4 Uniforms

- Nothing to Report

9.5 Canteen

- Reviewing pricing
- Volunteers roster looking good

9.6 School Banking

- Open an account session will be in 2 March 2017.
- Relocating to School Library.

9.7 School Board

- 14 Feb first meeting for 2017
- Preparing for upcoming review by the Department of Education
- New representative for 2017 Katherine Drake

9.8 Sustainability

- Nothing to report
- Noted a weekend busy bee was successful.

10 New Business

- Protective Behaviors (see previous business)
- Jade Brennan discussed Web and Facebook presence. Amanda and Nici do post regularly to Facebook. Jade agreed to take up a coordination and promotion through active posting.

DATE of general meeting 24.4.2017; Art market 22.2.17

Action items from previous meeting(s)

Date & No.	Action Required:	Action By:
7.11.2017	Protective behaviors presentation	COMPLETED 13.27.2016 RSVP by end of Term. Promote at other schools MOTION: P&C to Fund \$660. P&C to charge fee of \$10.00 for presentation towards program cost. Moved: Troy Vukojevich Seconded: Steve Schupp Motion Passed. 13.2.2017 Steve to follow up Lisa

		<p>5.12.2016 – booked for March 1st week. Promote in Feb. \$10.00 fee for external speaker offset. Deanmore dads will support with bring a plate.</p> <p>24.11.2016 Protective behaviors WA presentation. Recommended. Cost 4660 session. School happy to host, may become part of Deanmore Dads planning. Will get more info and motion back at next meeting. Members supportive.</p> <p>Dates/logistics to be confirmed</p>
29.8.2016	Create a volunteer directory	<p>13.27.2016 Progressing to end of March</p> <p>13.2.17 Progressing to end of March.</p> <p>5.12.2016 Promote with class reps in 2017</p> <p>29.8.2016 Leisa Veale will coordinate to directory. Leisa will draft note calling for volunteers to be listed in book in newsletter to be sent to Barbs Harvey.</p>

Attendance

Jade Brennan
Lisa O'Callaghan
Naomi Bellworthy
Axra Arslamagic
Clare Lawson
Amanda Major
Janella haines
Ryan Sims
Greg Downes
Troy Vukojevich
Steve Schupp
Barbs Harvey
Bree Day
Karin Hunt
Kaye Chapman
Michelle Jahn
George Craig

Paid Members for 2017

Jade Brennan
Lisa O'Callaghan
Clare Lawson
Greg Downes
Karin Hunt
Emma Gibbs
Nicole Murphy
Kaye Chapman
Rebecca Hawke
Yvette mcBain
Amanda Major
Janelle Haines
Nici Ogle
Annie Willis
Troy Vukojevich
Sam Maddern
Barbs Harvey
Lisa Dustan
Steve Schupp
Bree Day
Jo Marwick
George Craig
Michelle Jahn