



Deanmore Primary School P&C Minutes

Date	Monday 06 May 2019	Attendees Steve, Wendy, Lisle, Clare, Tania, Jason, Nici, Ryan, George, Simon. There was one more? <i>On-line https://zoom.us/j/782357205</i>
Time	7:30pm	
Location	<i>On-line https://zoom.us/j/782357205</i>	
Frequency	Out of cycle	
Facilitator	Steve	
Note taker	Lisle	

WELCOME

Steve welcomed all attendees to the P&C Meeting, especially to Simon Lawson as a joining member. This out of cycle meeting was called to ensure communication continues as there is an extended period of time from the last meeting of last term to the next official monthly meeting. Only pertinent issues will be discussed

Apologies: Lisa

CONFIRMATION OF PREVIOUS MINUTES

Accepted Steve and Jason

BUSINESS ARISING & DECISIONS OUT OF SESSION

Motion raised on the 09/04/2019 \$3167.40 to pay for leavers hoodies, (Nici and Tania)

(S) Steve and Clare

CORRESPONDENCE – SECRETARY

Incoming	<ul style="list-style-type: none">Email WACSSO Reminder to update detailsEmail from Jade Waldock. Payment for “\$30 with Jade Brennan uniform as description”
Outgoing	None

PRESIDENT’S REPORT

- This is a quick meeting. Already rolling into term two activities planned and worked on. Continued spirit and volunteers is positive to see. Clare has started planning for the democracy sausage sizzle and is looking for looking for support (response is poor). Information was sent in the class reps email and news letter

PRINCIPAL’S REPORT

- Very supportive of the planned activities such as the Mother’s Day stall and election sausage sizzle
- Happy to help send reading eggs and mathletics emails?
- Would like to discuss Skoolbag – not sure how it fits into the school (all teacher comms are done through class dojo)
- Token systems is currently working very well. Will launch to the parent first week of the next term
- The hoodies look good. There are many parents to thank, but would like to especially thank Clare and Wendy on the teachers behalf.

TREASURER’S REPORT

- Ryan provided his inaugural reports (attached to agenda)
- \$39838.70 in main bank account

- Raised \$23794.70 in fundraising (ytd)
- \$11,523.74 from canteen' (with operating deficit ytd)
- Meaning \$27403 between the accounts for spending
- Ryan has had a chance to look at the canteen loss. The conclusion is revenue is lower
- The canteen process have changed, but only marginally
- Steve would like to include the canteen in a Sausage Sizzle (one per term) as the predicted profit each time is \$100
- Forecasted budget has been distributed for the rest of the year. Ryan would like everyone to review and provide comment - especially comparing initiatives to previous years and their efficacy.
- Steve thanked Ryan for the forecast – confirming it assists greatly with the planning of the fundraising for the year
- Steve mention to expect *Mathletics* and *Reading Eggs* invoice
- Nici mentioned Lanie sent through money from Mother's Day fundraiser \$125

SUB COMMITTEE REPORTS

FUNDRAISING

- Fundraising committee very busy with preparations for Mother's Day
- Great event on Thursday and Friday
- **Clare requested funds of \$500 (for Sausage Sizzle I.e. Sausages, rolls and drink) and combing it with a cake stall. (s) Steve and Nici approved**
- Fundraising meeting happening on the 7th of May
- Art market meeting is planned for 22 May. Clare to draw up a volunteers list
- **Clare currently has \$300 float, Requested permission to hold on to it for sausage sizzle**
- **(S) Steve and Nici**
- Clare asked Ryan to check cake stall figures doesn't include float amount. I.e. how do we calculate it? Will distinguish on cash count form i.e. float vs profit for future events

COMMUNICATION

Skoolbag.

- Steve wanted to understand how effective Skoolbag as an application would be for class reps and general communication to parents - given the school uses Dojo. Some classes have been piloting it. He sent out a survey and on Skoolbag to the class reps and received 9 responses. Results are attached to the minutes.
- Based on the response(s) the conclusion is that Skoolbag has not been enthusiastically received.
- **Steve motioned to discontinue using Skoolbag – and cancel the renewal. (S) Tania**

(As an aside Ryan or Jason mentioned it wasn't brought to their attention as fairly new parents to the school. This feedback could be useful for communicating to new parents)

DEANMORE DADS

- There are a few events planned, the most imminent is Deanamore Dad's Dash

UNIFORM

No update

CANTEEN

No update

SCHOOL BANKING

- No update

SUSTAINABILITY

- Nici Looked after chickens in the school holiday
- Busy B this Thursday afternoon.
- School holiday - did some pruning and trimming. Ashley was thinking of selling some of produce
- Narelle has put in a grant for the Bushtucker programme.

NETBALL

- Season starts on Saturday. Major invoice is due, should also be receiving \$1680 in cash. Ryan to check

NATURE PLAY

- Maintenance on the junior nature play is due this includes staining for exposed timber, mulch etc.
- Quote received from company to do work is \$5202 including Gst
- This seems excessive. Need to review the quote to understand exactly what will be done,
- Will carry this over to next meeting

SCHOOL BOARD REPORT

- First meeting is only next Tuesday
- The agenda includes the ERG response
- Where we are heading with the one-to one programme and General

P&C AND PARENT COMMUNICATION AND INVOLVEMENT

- no update

GENERAL BUSINESS

- Steve there is a P&C day on the 26th of July (WACSSO). We may not participate given the full fundraising calendar. More info here <https://www.wacssso.wa.edu.au/training-events/pc-day-wa-2019/>
- Wacssso offer training on how P&C's operate (2.5 hour session). If interested book using the link below.
- <https://www.wacssso.wa.edu.au/training-events/pc-training/book-training/>

SUMMARY OF ACTIONS ARISING FROM LAST MEETING

Action number	Action required	person responsible
1.	Lisle to Validate paid up members of the P&C	Lisle
2.	<p>Decide on online solution for storage of documentation</p> <p>Steve thinking of using companion website to Skoolbag</p> <p>Taking longer than expected</p> <p>Catch up with Danielle (account contact for school bag)</p> <p>Steve reiterated consideration of office 365</p> <p>This action has been moved to Lisa</p> <p>25/02</p> <p>Motion to approve for on line storage. Steve Raised \$600 for online storage (s) Lisa</p> <p>25/03</p> <p>Currently using Google drive storage in the short term. Will still investigate office 365. Steve to invite Ryan.</p>	<p>Steve</p> <p>Lisa</p> <p>Steve</p>
3.	<p>Steve to arrange a meeting with Toni Johnson from Ruby Advisory <i>and</i> have a Canteen catchup</p> <p>25/02</p> <ul style="list-style-type: none"> • Did have a canteen meeting on Friday Lisa has been talking to Toni about the possibility of doing bookkeeping for the P&C in the absence of a Treasurer filling the vacant role • Janina has also been engaged to discuss menu 	Steve

	<ul style="list-style-type: none"> • Diarize a canteen meeting for term 2 	
4.	<p>Clubs. Request picture of activities for Facebook updates</p> <p>25/02</p> <ul style="list-style-type: none"> • Need someone to replace Jade. Potentially Kelly Keall – but not keen on creating content. Nici to speak to her to see if P&C members create the content, will she post on our behalf? <p>25/03</p> <p>Steph Bovell has taken over the social media liaison role.</p>	Nici
5.	<p>Steve will still respond to the issue of “selling alcohol” open letter in the school newsletter</p> <p>The P&C is committed to alcohol free P&C events at school</p> <p>The P&C strongly encourages alcohol free P&C events where children are present.</p> <p>The P&C respects individual choice and supports responsible alcohol consumption at P&C adult events (e.g. Quiz night)</p> <p>25/02</p> <p>To send to Yvette for next newsletter</p> <p>25/03</p> <p>Carried over</p>	Steve
6.	<p>Arrange with Amanda to add Ryan to the Treasurers email address and remove Lisa</p>	Lisle
7.	<p>Send a list of current email addresses in next minutes</p> <ul style="list-style-type: none"> • Treasurer@deanmorepandc.org.au, • President@deanmorepandc.org.au, • secretary@deanmorepandc.org.au • Fundraising@deanmorepandc.org.au • 	Lisle
8.	<p>Send a summary/list of netball and leavers</p>	Lisa
9.	<p>Arrange for Toni to give Ryan access to Xero account</p>	Lisa
10.	<p>Ryan to arrange a fundraising budget</p>	Ryan
11.	<p>Skoolbag: The intention is to still use this application. Steve to hand over to Nici</p>	Steve and Nici

12.	Discuss slush fund with George	Steve
13.	Meet with George to discuss contribution levy and survey idea	Steve
14.	Confirm date of Deanmore Dad's Dash	Steve
15.	Winter appeal for kids who	Jade
	6 May 2019	
16.	Forecasted budget has been distributed for the rest of the year. Ryan would like everyone to comment	Everyone
17.	Draw up a volunteers list for art market	Clare

NEXT MEETING

- P&C Meeting 27 May 2019 Staff room and On-line

MEETING CLOSE

- Meeting closed at 8:30pm