

Bassendean Primary School P&C

General Meeting Minutes for Tuesday, 25th October 2022

1. Acknowledgement of Country

I respectfully acknowledge the past and present traditional custodians of this land on which we are meeting, the Wadjuk Noongar people. It is a privilege to be standing on Wadjuk country. I also acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the education of all children and people in this country we all live in and share together – Australia.

Attendance: Nikki Rodgers (chair), Karen Ross, Mysterie Monck, Vince Austin, Paul Williams , Rob Little

Apologies: Mia Mackay, Hannah Thomas, Lisa Maher, Jacqueline Varris

2. Visitors: Kylie Barr, Sally Ridgeway

3. Call for amendments to Draft and Confidential Minutes of meeting held on 9th August 2022.

3.1 Acceptance of Draft and Confidential Minutes of P&C meeting 9th August 2022

PASSED: Moved: Nikki Rogers, Seconded: Vince Austin

4. Correspondence

4.1 In: Letter from Dave Kelly regarding *Schools Clean Energy Technology Fund*.

4.2 Out: Nil

5. Business Arising

Request for donation from P&C \$4000 – 2024 arts project

Kylie Barr (Arts teacher) attended meeting to present an outline of a school based arts project for 2024. Funding requested to demonstrate support for the project from the P&C to support further grant submissions. The project will be undertaken throughout the year, culminating in an end of year performance / installation. Funds will be drawn down throughout the year as needed.

ACTION: The P&C require 7 days notice to publish request in the agenda to allow feedback from members prior to approval. Kylie Barr to provide a short summary of proposal including what the donation will be specifically spent on to confirm this aligns with P&C spending policy. This will be discussed in the next P and C meeting.

Dave Kelly Donations

Nikki Rodgers spoke to Dave Kelly's office regarding donations. As we haven't received an iPad this year, they have agreed to donate two iPads next year, one for the Movie Night and one for the Bogan Bingo. They will also donate a hamper at the end of the year if we need one.

Karak & Marri Performance DVD

We have sold 38 USBs at \$15 each to date and they are still available for purchase. We were ready to go to production before the school holidays but it was put on hold as we were waiting for additional behind-the-scenes footage from Kylie Barr. This footage has now been received so hopefully we can get these USBs out shortly.

Will be ready next week for distribution.

ACTION: Will need to send out additional flyers advising how to view on older equipment – Mystrie Monck to arrange

6. General Business

Basso Bogan Bingo –Paul Williams

Date : Saturday 1st April 2023

Time : 7pm start. eyes down @ 8pm. 11pm finish. (last hour or so dancing)

Ticket Price : \$25

- ~80 People so far expressed interest.
- Breakeven event. (cost wise)
- Ipad Raffle to be sourced
- Swans Family Membership Raffle donated by Swans FC
- Meat tray to be sourced/Donated

Mural for Mr Maker Space

Parental feedback enquiring what the container is for and therefore propose that we look at painting a mural on it. Rob Little volunteered to collate some ideas to start conversation about projects and activities to be undertaken in the Maker Space.

Sally Ridgeway attended the meeting to discuss options regarding painting a mural on the container. Sally estimates it will be 2 to 3 days work – Sally will provide a costing however as a rough guide it will cost \$500 for design + \$700 a day painting + cost of paint

Note: Jacqueline Varris to approve design and provide guidelines on what can be painted in the mural.

It was proposed that this may make a good project for the year 6 graduating class gift to the school in 2024.

Bassendean Hotel

Nikki Rodgers met with Tristan Wroth to discuss fundraising initiatives. They would like to support the P&C fundraising initiatives, they can't give us their containers as they pay surcharge on their cartons which they get back when they recycle.

Possible dinner voucher donations

Communications with school community

Discussed ways to encourage school community to become involved in P&C activities, particularly those not able to attend meetings.

Suggested that P&C approach school to put the P&C membership in the welcome pack.

Other ideas proposed include afterschool parent catch ups, DOME coffee catch ups, earlier meetings, Movie night pitch.

ACTION: Rob Little and Mystrie Monk to present a pitch for membership at the movie night, along with opportunity to sign up members on the night.

Containers for Change

Proposed that the Canteen to offer a 10c refund to students that return their juice and milk boxes to the Canteen to be recycled under the Containers for Change scheme. Karen Ross has organised a collection basket in the Canteen and will arrange collection at end of day.

Leanne Glossop - Bellcourt Property

Nikki Rodgers met with Leanne to discuss fundraising initiatives. Leanne would like to donate gifts at assembly, graduation and hampers for raffles. Nikki is going to organise a meeting with Leanne and Jacqueline so they can discuss how Leanne can donate to the school.

Year 5 Parent Volunteer

A year 5 parent volunteer is sought to coordinate to Year 6 Graduation Morning Tea on Friday 9th December. They will need to organise the following:

- Send letter to Coles to request \$50 donation
- Update donation request letter to be sent to Year 5 parents
- Collect money received from Year 5 parents
- Call out for volunteers closer to the date
- Purchase savoury food for the morning tea
- Set up the food tables on the day

ACTION: Nikki Rogers to communicate with year 5 parents to coordinate.

Year 6 Graduation Morning Tea

As there are not many year 5 students to Pay It Forward this year, Nikki Rodgers would like to request approval for the P&C to donate up to \$200 for the graduation morning tea.

PASSED: Moved: Vince Austin & Seconded: Rob Little

Year 6 Graduation Gift

It is a tradition for the P&C to purchase a book voucher to go with the Excellence Award. Approval is requested to pay invoice of \$50 for the voucher.

PASSED: Moved: Paul Williams & Seconded: Mystrie Monck

Year 6 Graduation Keyrings

The keyrings are a traditional gift for leaving students. Nikki Rodgers has obtained a quote to purchase and engrave keyrings for this year's group. As there are 44 students graduating, approval is requested to allocate \$646.80 for the keyrings.

PASSED: Moved: Paul Williams , Seconded: Mystrie Monck

Health & Wellbeing Fund

P&C to allocate \$6,000 per year to the health and wellbeing of the school community. The funds could be used to pay for additional work days for the school Chaplain, workshops or seminars for students and parents.

Decision made to defer approval / discussion until next meeting.

School Wish List for 2022

- Literacy \$1,500 Approved & Donated
- Numeracy \$1,500 Approved & Donated
- Makerspace - Benches (static & mobile) Storage options \$2,500 – Approved and Donated
- Makerspace Deck Quote \$20,000
- ECE 3 Trikes \$1,800 Approved & Donated
- Phys Ed Equipment, Ribbons & Trophies \$550 Approved & Donated

Poster Volunteer

Volunteer required to update the next meeting date on the posters around the school.

Mia Mackay will action.

7. Reports

7.1 President's Report

Hi Everyone,

Welcome back for Term 4, we're on the home stretch now!

Term 3 was another successful term with just under \$3,000 raised.

Thank you to Vince for helping organise the second-hand book sale for in-lieu of a book fair.

I'm keeping it short and sweet, so again, thank you all for making the time to come along to the meeting.

Cheers,

Nikki

7.2 Principal's Report

I hope you all had a relaxing school holiday, and had the opportunity to have some quality family time.

Students have settled well back in school and classroom routines.

After hours behaviour

Over the holidays there was some vandalism within the school. The Tree Planting area was vandalised. Fortunately, a member of staff was on site and spoke with the intruders and a member of the community rang the Police. The Police arrived quickly and spoke with the group.

Also of concern is the sighting of youths climbing onto the school roofs.

These incidences have been reported to school security. If you see anyone behaving inappropriately on school grounds it would be appreciate if you could call Department Security 9264 4771 or Crime Stoppers 1800 177 777, alternatively please call the Police directly.

Year 6 Fundraising

The Year 6 students will commence selling icypoles on Friday lunchtimes and after school. Year 6 students will be rostered and assisted by the Year 6 staff.

Tree Planting in Honour of the Queen's Jubilee

We will officially open the wildlife corridor we have created this term. We are still waiting to mulch the area and the arrival of the plaque. Once this is done we will finalise the date and invite special guests and the school community to join us at an official ceremony in line with the project guidelines.

Year 6 Graduation 2022

Plans for Graduation are well underway. Thank you to the P and C for their ongoing support of this very important event in the school. Graduation will be held on Friday 9 December commencing at 9am.

End of Year Concert

Plans for the End of Year Concert are in place. The Concert will be held on Tuesday 22 November from 5pm and is expected to last for about 1 hour. While the event is earlier this year, we are hoping that it will not conflict with so many events usually held late in the year. We will still acknowledge the Year 6 students and those families we know are leaving the school.

Thank you to the P and C for all the support of the school community throughout the year. Your work and support is very much appreciated.

Kind regards
Jacqueline

7.3 Treasurer Report: See Appendix 1

7.4 Uniform Shop: Nil report received

7.5 Book Club:

Book Club Report 2022			
	Sales	Earned	Redeemed
Issue 1 – Term 1	\$814.00	\$137.80	\$125.00
Issue 2 – Term 1	\$884.00	\$145.00	\$159.00
Issue 3 – Term 2	\$890.50	\$141.80	\$153.50
Issue 4 – Term 2	\$649.50	\$98.70	\$133.00
Issue 5 – Term 3	\$1495.00	\$277.80	\$106.00
Issue 6 – Term 3	\$655.50	\$94.90	\$181.00
Totals	\$5388.50	\$896.00	\$857.50

P&C get 20% back in sales as a credit for the library.
Vince to do a post advising how the fundraising system works.

7.6 Canteen:

Successful term 3.

Sausage sizzle lunch for athletics carnival went well.
My boss supplied all sausages and buns so it meant it was mainly all profit on the day.

Sold 16 birthday buckets, but am expecting it to increase this term with the warmer weather.

This term we will be doing a Halloween themed recess, seemed popular last year.

Also hoping to do another special lunch - seems to be quite successful with profits.

I will be again alternating canteen days between Wednesday and Friday.

I expressed concern with Nikki about lack of volunteers to help each week and if it doesn't improve I will be looking at no longer continuing canteen next year.
As a result, Nikki is trialing the online booking system to see if that helps with getting more helpers.

Apologies for not being able to attend any meetings - I work Tuesday evenings so am unable to make it.

Ash

7.7 Fathering Project: Nil report received

7.8 Fundraising Report

Funds Raised for 2022

\$1,040 Easter Raffle
\$290 Cadbury Sales Term 1
\$480 Pizza Lunch
\$88.50 Bottle Drive
\$322 Mother's Day Flowers
\$1,624 Mother's Day Stall
\$3,531 Election Day Sausage Sizzle & Cake Stall
\$5,000 STEM Classroom Cash
\$550 Everlastings
\$1,522 Faction Carnival
\$1,431 Father's Day Stall
\$ Containers for Change
\$15,878.50 TOTAL RAISED

Upcoming Fundraising Activities

Spooky Disco - Friday 28th October

Ticket sales are going well

Steve Berrick is all set to be the DJ again and he is happy to entertain the kids as well. We will be handing out \$5 Canteen vouchers as prizes for Best Dressed, Best Dancer, Statue Competition
Any other entertainment ideas welcome

Zero Co

We only raised \$49 of our \$3,000 goal, so not as successful as hoped.

Feet Up Friday

Reija Hurry has organised Heather's Home Cooking to supply meals for the first Friday in November and December. To keep things simple, we are going to have the same meals each month. We'll start advertising the November Feet Up Friday when the Spooky Disco orders close.

Christmas Hampers

Mid-November, we'll reach out to local businesses to supply a hamper or donation which can be raffled off at the end of year event.

Telethon Community Cinemas - Thursday 1st December

We have been allocated 50 tickets for the local screening of Bassendream. We get the tickets for \$10 and sell them for the retail price of \$14. Initially, we'll just advertise them to our school community and then in November we can advertise them outside of the school.

Term 1 Welcome to School Movie Night

We are considering having a mini Twilight market before the movie night where sellers can hire a trestle table for \$10.

We'll be raffling an iPad and hamper on the night and selling popcorn, drinks and icecreams.

Movie posters will go up this term and be included in the Kindy packs.

Fundraising Ideas

Children's Art Work on tea towels, aprons, calendars etc (Graeme Hile said he could supply the tea towels)

Loose Change Challenge - winning class gets a special lunch day or pizzas

Wine Fundraising

Cookie Dough Fundraising

Honey Drive

Old Perth Road Markets - stall available for free

Raffles

8. Other business:

Colour Run and suggestions for other fundraising activities

Kelly Charlett (parent) has proposed several great ideas including colour run.

Mystrie to ask Kelly if she is keen to help with the end of year raffle hampers and hampers for Bogan Bingo

Suggested that we run the raffle via Square, however we may be restricted by licensing requirements – Karen Ross to investigate raffle license rules

9. Next meeting: 6 December 6.30pm

10. Meeting closed:

19:50 close of meeting

Appendix 1:Treasurer's Report October 2022

Financial Position To the best of my knowledge, as at 01 October 2022, a summary of the current financial position of Bassendean Primary Parents and Citizens Association is as follows:

Additional notes to this report:

The P&A was able to provide donations to school projects of \$1,800 for 3 trikes for the junior school.

The general 'fundraising category Includes income from various events (refer Fundraising events notes in minutes)

Income / expenses not included in this report (pending status update)

· Insurance – canteen and uniform stock approx. \$120 – Karen to confirm that this has been updated

	\$	\$
Starting Bendigo bank balance at 25 July 2022		14,719
Closing Bendigo bank balance as at 01 Oct 2022		26,549
Bank account movement		11,830
Distribution of funds from July to October		
Uniform shop sales	3,310	
Uniform shop expenses	-	402
Canteen sales	1,584	
Canteen purchases food & beverages	-	471
WACSSO ticket	-	250
Tfr to school account (banking to P&C in error)	6	
Fundraising income and expenses		
WA Newspapers prize	5,345	
Father Day stall	23	
Other fundraising	4,469	
Containers for change	15	
Projects and Donations to school		
Donation - trikes	-	1,800
Profit loss		
Total incoming	14,752	
Total outgoing	-	2,922
Net profit		11,830