

Bassendean Primary School P&C Association

Minutes of General Meeting
30 July 2024**Held:** Bassendean Primary School Library**Meeting Opened:** 6:10 pm

Attendance	
Office Bearers:	Olivia Bauer, Rob Little, Karen Ross, Chris Mahony.
Executive Committee:	Paul Williams, Rosemary Mullan, Sheryn Gallagher
Members:	Jody Butterfield, Hannah Spenser-Matthews, Renee Lintern, Tim Sadlier, Kylie Barr, Kate Steel
Non-Members:	Maria Kerr
Visitors:	Jacqueline Varris
Apologies	
Kate Leaves, Vince Austin, Katie Austin, Rowena Hart, Kate Grobicki, Katie Williams, Bronwyn Wake, Sheree Harris, Hannah Thomas, Mystrie Monck, Emma O'Shaughnessy.	

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.

#	ITEMS	ACTION			
1.	Confirmation of Minutes of Previous Meeting				
	Resolution: That the minutes of the previous General Meeting of Bassendean Primary School P&C Association on 7 May 2024 be taken as read and confirmed as a true and accurate record.			Carried	
2.	Business Arising from Previous Minutes				
	2.1 Lego League				
	Details		Amount	Requestor	Resolution
	Lego League Funding Request We are keen to understand: 1. how many students would have the opportunity to participate, 2. how this is factored into the day and 3. when he's aiming to have them participate in the competition - this year or next. SEE APPENDIX		\$2,100	School – Taylor Bell	Carried
	Taylor is happy to commence now or defer to the start of next year. Positive anecdotal evidence provided by parents of the benefits the Lego League provides to participants.				
	2.2 Honey Fundraiser Update				
	Details		Amount	P&C Rep	
Labels have been selected. 500g tubs to be sold for \$13 each (\$5 profit per tub)		No outlay required	Reija Hurry		
Winners chosen. Hannah Spenser-Matthews to coordinate with Karen Ross to arrange the printing of labels.					
3.	Correspondence				
	3.1 Correspondence In: Olivia Bauer – Fun Run Fundraising information 3.2 Correspondence Out:				

	Basso Primary Mega Raffle	Opportunity to raise a large amount of money by offering significant cash prizes SEE APPENDIX	2025	Paul Williams	Carried
	Paul Williams and Karen Ross to research further with the aim of conducting the raffle next year.				
	Wine Fundraiser		Early in Term 4	Rob Little	Carried
	Charging between \$12-16 per bottle. The P&C anticipates making \$36 per case or \$3 per bottle.				
	Non-Fundraising Events				
	Event	Details	Date	P&C Contact	Resolution
	Social Night (not a fundraiser)	Night out at one of Crown's venues post the WACSSO conference. Community building.	Saturday 24 th August	Olivia Bauer	Carried
	Christmas Food Drive	Proposed by Rowena Rehak	Term 4	Rowena Rehak	Carried
	6.2 Passive Fundraising				
	Details			Requestor	Resolution
	Gilbert's Fresh – 1% of sales go to school – need 5 families to sign up & then we have a code to scan at checkout SEE APPENDIX			Sherryn Gallagher	Carried
	Rob Little, Rosemary Mullan, Karen Ross, Olivia Bauer and Sherryn Gallagher to sign up.				
	6.3 Additional Items				
	Details			Requestor	Resolution
	At the meet and greet day, have a P&C stall with all QR codes, fundraising scheduled, what the P&C do, how to get involved.				Carried
7.	Approved Events				
	Note the following P&C approved events for Term 3:				If you would like to participate, have ideas or suggestions, please reach out to the P&C Contact noted
	Event	Details	Date	P&C Contact	
	Father's Day Stall	Community to donate item for students to purchase for father figures	Week 7, 27 th & 30 th September	Hannah Spencer-Matthews	
	Sports Carnival Cake Stall	Donated items available for purchase by students, teachers, family & friends	Week 7, 28 th August	Rowena Rehak, (with assistance from Rosemary, Hannah, Renee)	
	Sports Carnival Lunch Order	Pre-order lunch special for students	Week 7, 28 th August	Sherryn Gallagher	
	Senior Playground Fundraising Weekend		Term 4	Rob Little (with assistance from Nigel)	
8.	Other Business				
	8.1 Kylie Barr - Asking to revisit funding request for hanging sculpture glass work (a reflection of the Bilya project), additionally, each child would receive a smaller glass sculpture each. Cost ~ \$2,000 – Carried .				
	8.2 - Hannah Spencer-Matthews - has a signed Perth Glory jersey that can be used in a raffle as part of the Father's Day stall. – Carried				
	8.3 - Rob Little - End of year fun day, 19 December. – Vote scheduled for Term 4 P&C meeting. (People to come with ideas if they are interested in supporting the idea).				
	8.4 – Karen Ross – Has approached Bassendean Markets to run a stall to sell books that have been donated. Nikki Rodgers will coordinate. Hannah Spenser-Matthews to go through prior what can be included in the Father's Day stall. – Carried .				
	8.5 – Funds have been spent on sensory equipment (Health & Wellbeing). Renee Lintern to work through distribution / logistics to ensure equipment is fully utilised.				
9.	Next Meeting				
	The next General Meeting will be held:				

	Tuesday 22nd October 6pm in the Bassendean Primary School Library
Meeting Closed: 7:18 pm	

Appendix 2.1 - Funding Request (May): Lego League – Taylor Bell

Total requested: **\$2,100**

As a school we purchased LEGO Spike Prime's last year. With that purchase I am now looking to create extension lego league groups in the school.

With the creation of these groups, I would like to request funding for us to participate in our first Lego League competition this year through FIRST and Curtin University.

There is an annual Season Registration fee of \$295 AUD + GST.

Because it would be our Rookie season, we would also need to purchase the following equipment:

- Control & Communication Set - \$265 USD
- Electronics Set - \$282 USD
- Competition Set - \$580 USD
- International Shipping Fee - \$TBA

(Prices through FIRST Official Portal/Pitsco). This equipment would be re-used from year to year.

Appendix 4.1 - Presidents Report – Olivia Bauer

We have had an incredible number of volunteers contribute to all our events so far this year. Thank you to everyone who contributes in various ways, some big, some small – but all of them count and are very much appreciated. Thank you!

We did a lot in term 2:

- **Canteen** kicked off with Sherryn as our new Coordinator and having some fun with lunch specials. It's a fun spot to be on a Monday morning – if you haven't already had the experience, I highly recommend it. Just make sure the bottom is on the pancake pourer 😊
- **Birthday buckets** ensured students were able to celebrate (with ease for parents) – thanks Ash! Sherryn will continue this while Ash enjoys her maternity leave.
 - Congratulations Ash on the safe arrival of Xavier.
- **Uniform and book club** continue to be the quiet achievers – this is a big job that's rarely contended for – Sheree & Vince – thank you!
- We held our **Mother's Day Stall** which raised \$1700+.
- **Bogan Bingo** was another great success and raised \$1300+.
- We satisfied the excellent runners with **icy poles post cross country**.
- **Containers for Change Faction Fundraiser** was a big hit and raised \$350+.
- **Online Safety Workshop** arranged by the Health & Wellbeing Committee.
- **Painting Busy Bee** improved the space between the admin and main school building
- **Cookie Dough** fundraiser brought in \$150+
- **Everlasting Seedlings** raised \$____

Term 3 has the following events to look forward to – read through the agenda for dates and details!

- Faction Carnival – Special Lunch Order & Cake Stall
- Father's Day Stall

It's also time to start preparing for the Spooky Disco in term 4 – so get your broomsticks ready!

Liv B, Madam President

Appendix 4.3 - Treasurers Report – Karen Ross

FY 2024 breakdown of income / expenses.

Fundraising & Events

In Term 2 the P&C continued to provide a uniform shop and canteen service as well as hosting the following events:

Event	Profit
Bogan Bingo	2,222
Mother Day Stall	1,775
Containers for Change incl. Faction Challenge	372
Everlasting seeds	290
Cookie Dough Fundraiser	152
TOTAL	3,923

This was offset by payment of annual WACSSO fees of \$1,427

The P&C paid out requests for funding as follows (approved in prior meetings):

Donation	Amount \$
Literacy & Numeracy	3,000
Junior playground mural (final balance)	2,010
Mindfulness Workshop	920
Online safety workshop	669
PBS Lanyards	488
Cross Country refreshments	84
TOTAL	7,171

Current financial position

Bendigo bank balance as at 30/06 is \$28,274.

HOW MUCH DO WE HAVE TO SPEND	
Cash in bank	28,274
Commitments (approved)	
Charging stations	Withdrawn
Choir shirts	200
Phys ed - ribbons, misc for events	500
Bike locks loan	100
P&C Insurance - est	800
Canteen stock - est	2,000
Uniform shop stock - est	5,000
CASH AVAILABLE TO SPEND	19,674

Term 2 Profit & Loss Summary:

Treasurers Income & Expenditure report 01/05/2024 to 30/06/2024		
	\$	TOTAL
Starting Bendigo bank balance at 01/05/2024		27,688
Closing Bendigo bank balance at 30/06/2024		28,274
Movement in Bank		586
Distribution of funds		
Uniform shop		4,244
Uniform in	4,740	
Uniform out	- 497	
Canteen (incl birthday buckets)		306
Canteen in	1,469	
Canteen out	- 1,163	
Funds In		4,633
Fundraising events		
Bogan Bingo	1,335	
Mothers Day Stall	1,775	
Cookie Dough	152	
Containers for Change	372	
Donations In		
Donation in from Dave Kelly - MLA	1,000	
Funds Out & Donations Made	-	7,171
Donation - PBS Lanyards	- 488	
Donation - Mindfulness Workshop	- 920	
Donation - Literacy & Numeracy	- 3,000	
Donation - Cross Country refreshments	- 84	
Donation - Junior playground mural	- 2,010	
Donation - Online safety workshop	- 669	
Other	-	1,427
Membership fees	1	
WACSSO fees	- 1,427	
Profit loss		
Total incoming	9,416	
Total outgoing	- 8,831	
Net profit		585

Appendix 4.5 - Bogan Bingo wrap-up – Paul Williams

Just a wrap-up (and appreciation) of the Bogan Bingo event.

Our 2nd Bogan Bingo (that I have organised) went off well. The night went to plan thankfully and we had some amazing performances from the parents!

Ticket sales - over 100 bogans. Over \$2,200 was raised for the school. Great effort. Thanks to the people who helped run and set up and get our sponsors, especially Kate Leeves who helped get our venue for free!

Massive thanks to the sponsors:

- Dave Kelly
- Jakes Butchers
- Perth BBQ School (once again wanted to apologise for forgetting to mention them on the night)
- The Beard Bespoke Carpentry
- Tharys Gold Tyres

Hopefully, I haven't missed anyone. Awesome fun, I am happy to go again, or we can change up the 'parents only' event for next year.

Appendix 5.1 - Funding Request: Basketball Hoops & Chains – Paul Williams

Total requested: **\$500**

As some are aware, for the last few years I've been installing and fixing the basketball nets at the school, which is mostly a fail.

The rings don't have the proper points on them to attach the nets to, so they don't last long despite some very fancy cable tie methods I've chosen.

We recently got some steel nets donated and I hung them up as well. Unfortunately, we came across the same problems and the nets also weren't heavy duty so they failed fairly quickly.

The courts/rings get a lot of use from kids at the school. I know some question if we really need nets, but if you play the game you understand nets help a lot especially when practising, spending less time chasing balls and more time playing.

With this in mind, I'd like to propose a budget of \$500 to purchase 2 new rings and heavy-duty nets. I don't envisage I would be using the whole \$500. And I'm happy to do the installation myself with help from a couple of other parents. The purchase should serve the school well for years to come.



Basketball Hoop x2 \$109.99ea (\$220)

<https://www.spalding.com.au/accessories/slam-jam-rim-1.html>



Basketball Hoop Chains x2 \$49.99ea (\$100)

<https://www.amazon.com.au/Basketball-Chain-Outdoor-Proof-Black/dp/B0B5H72BW1?source=ps-sl-shoppingads-lpcontext&ref=fplfs&smid=A12S2QQZ6AGB7R&th=1>

Appendix 5.2 - WACSSO Ticket – Olivia Bauer

Funding amount: **\$264**

NOTE: Due to registrations closing before the P&C meeting, an Executive Committee Meeting was held June 28th and this was approved.

WACSSO Conference coming up August 24-25 (Sat/Sun) at Crown.

Agenda: <https://www.wacssso.wa.edu.au/media/2422/2023-conference-agenda-items.pdf>

Conference is run every year and as a member, we get one free ticket. This is generally used by the Vice President as that role is the key contact between the P&C and WACSSO.

Request for one additional ticket so President may attend on the Saturday, it leaves the Sunday ticket open for another member of the P&C to attend.

Usual cost for the ticket is \$660 but as a member, WACSSO will cover \$396 leaving the \$264.

If anyone else would like to come on the Saturday, this cost would \$528 (\$132 funded by WACSSO).

Also propose to have an informal (self-funded) P&C dinner at Crown on the Saturday evening after the conference for those that might like a night out.

Appendix 5.3 - Funding Request: Year 6 Graduation – Olivia Bauer

Funding requested: ~ **\$300-400**

1. Approval to fund \$50 to donate to the school for an end of year award or gift (this is something we do each year)
2. Funding to cover individual engraved keyrings for graduating class ~\$15-20ea

Each year the P&C contribute to the acknowledgement of the year 6 graduating class through the above donations as well as supporting the Graduation Ceremony morning tea.

In addition to the above funding, could we please have a volunteer to:

- Arrange the key rings
- Contact Coles about donations to the morning tea
- Coordinate the morning tea with support from the school and Year 5 parents'
- Call for and coordinate volunteers from the year 5 parent group

Template documents exist for all of these activities and you will be supported by the P&C.

Appendix 6.1 – Fundraising Idea: Basso Primary Mega Raffle – Paul Williams

Basso Primary Mega Raffle.

With the talk about updating the school play equipment and the school thinking of ideas of how we can raise enough funds to replace the outdated.

A friend's school (Kalgoorlie Primary – 460 kids) did a raffle with 2,000 tickets at \$25 each and raised \$40,000 with a \$7000 major prize.

I'd like to propose we do something similar in the next couple of years. A mid-year mega raffle, with proceeds directly for the play equipment upgrades.

Our Raffle Plan:

- Tickets: \$20 each
- Total Tickets: We have about ~360 kids, so if each sold 5 tickets that's 1,850 tickets total.
- Potential Profit: If all tickets sell, we're looking at \$37,000!
- Prizes: \$5,000 grand prize, \$1000 2nd, \$500 3rd and 5 x \$100 prizes. (\$7000 total)
- Limited tickets mean a better chance of winning
- Advertised as all funds towards updating our old play equipment, so families/kids understand they will directly benefit from the raffle.
- Selling tickets is a great way for students to get involved and a sense of ownership of the new equipment – they can sell to grandparents, aunts, uncles, and neighbours.
- No pressure to sell any or all tickets. Opting out completely if wanted.
- Some families may want extra tickets.
- Consecutive year plan. Running raffle again next year (potential for \$60,000)

I know it's a lot. But we face a very real issue of our play equipment being taken away fairly soon. This proposal is a classic method of raising a lot of funds quickly, with a minimal amount of volunteer time (both P&C and School Families). If we are raising \$60,000 in 2 years together with any sponsorship, grants and other fundraising we do. We should be able to have that equipment replaced fairly quickly.

Appendix 6.2 – Fundraising Idea: Gilbert's Fresh – Sherryn Gallagher

Gilbert's fresh in midland have a support our school program. All we need is five supporters from our school to sign up and we will then get rewards back to the school. <https://gilbertsfresh.com.au/sos-program/>



Gilbert's Fresh Markets Supporting Local Schools

over \$224,985

raised so far

Gilbert's Support Our Schools (SOS) Program donates 1% of the money spent by you to your nominated school every time you shop with us at Gilbert's Fresh Market.

There are no conditions on how your school spends the money – no stickers to collect or count, and it is free and available to all of our customers. So, don't let your school miss out on some easy extra funds.

Sign up in store today!

APPLICATION FORM

Gilbert's Fresh Market
Unit 1 64 Morrison Rd
Midland WA 6056

School Name: _____

*Customer Name: _____

*Customer Surname: _____

*Email Address: _____

*Postcode: _____

*Phone number: _____

Age: (20-30) (31-40) (41-50) (51-60) (61-70) (71-80) (81+)

Gender: M/F

Card Number (store use only): **2750400**

(All fields marked * are compulsory) Cashier Initials: _____

☐ I agree to receive email/SMS containing promotional material and updates.

TERMS & CONDITIONS

- For every \$1.00 spent at Gilbert's Fresh Market, Midland, you will earn 1 point (1%) for your nominated school as part of the Support Our Schools Program.
- Points can only be earned on presentation of the Gilbert's Fresh Market, SOS Program card at the time of purchase.
- Total points will accumulate and each term funds will be presented to the school.
- Any lost or stolen Gilbert's Fresh Market SOS Program cards must be reported to the store and a new card will be issued.
- Management reserve the right to alter these terms and conditions at any time.
- By subscribing to the Gilbert's Fresh Market, Midland, SOS Program your email address and any other personal information you may provide will be maintained on our mailing list. It will only be used for the purpose for which you have provided it and will not be added to a mailing list - unless you have given specific permission as part of the requested service. Your email address is confidential. We will not use or disclose your email address to any third party without your explicit consent. Nor will we give any unsolicited bulk email (also known as "spam") with any commercial offers or advertisements.

More than just the food!



Gilbert's Juice Bar

The Gilbert's cold-press juicing machine pumps out fresh juice daily so you can enjoy your favourite flavours freshly squeezed on the go!

Add a combination of six 500ml Gilbert's Cold-Pressed Juice bottles, 3 x Booster and 3 x Greenade, to your catering order.



Gilbert's Florals

Whether it's a gift for someone special, brightening up your workspace, or just because, a beautiful bouquet of flowers is always a good idea. Gilbert's Fresh Market offers beautiful bespoke floral arrangements perfect for any occasion.

Chat with our in-store florists at Hilton and Midland about how they can design and create something to suit your needs and budget.



Gilbert's Patisserie

Our Hilton pâtissier creates the most beautiful sweet treats which make a perfect addition to any occasion. Our range of petite biscuits make a lovely morning or afternoon tea treat for corporate meetings or functions.

For birthdays or celebrations, you can't go past our crowd-pleasing gourmet ice-cream cakes for great value and delicious flavour.



Gifts & Hampers

Are you looking for a corporate or personal gift? Head to our sister store, AnnieQ, to peruse the extensive range of books, jewellery, clothing, homewares, cosmetics, and gourmet food items.

Also available are personalised hampers, perfect as a corporate gifting option, or just when you need a thoughtfully curated present for that special someone. Our team at AnnieQ can assist with beautifully wrapped gifts and gift hampers.

Appendix 4.6 – Fundraising: Spooky Disco - Nikki Rodgers***Spooky Disco – Friday, 25 October 2024***

- Most importantly, I'm hoping someone will help me co-ordinate this event so that I can hand over the reigns
- Nikki has confirmed the date with Jacqueline Varris
- We are holding it 2 weeks earlier to accommodate the DJ and decorations
- Steve Berrick has offered to DJ again
- John Cramer has offered to set-up his decorations again
- Nikki will do a call-out for a set-up committee
- Set-up committee to do a call-out for treats to sell on the night
- Nikki will set-up roster for parent volunteers
- Nikki will set-up sales on Square
- Request funds up to \$1,000 to pay for expenses including pizza, drinks, plates etc
- Last years net profit was \$2,471