

Bassendean Primary School P&C Association

Annual General Meeting
25 February 2025

Held: Bassendean Primary School Library

Meeting Opened: 6:08 pm

Attendance:	
Office Bearers:	Olivia Bauer, Chris Mahony
Members:	Hannah Forde, Tim Sadleir, Paul Williams, Sherryn Gallagher, Mandy Johnston, Kate Steel, Kate Grobicki, Kate Johnston, Hannah Spencer-Matthews, Katie Austin, Katy Williams, Mystrie Monck, Joel Beck, Stephanie Beck, Jess Veness, Sheree Harris.
Non-Members:	Kylie Barr
Visitors:	
Apologies:	Karen Ross

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.	Annual General Meeting - Elections All positions are now declared vacant and nominations taken for each position. Office Bearer Positions President nominations: Olivia Bauer Vice President nominations: Mandy Johnston Secretary nominations: Kate Grobicki Treasurer nominations: Karen Ross Co-ordinators Canteen Co-ordinator nominations: Sheryn Gallagher Uniform Shop Co-ordinator nominations: Sheree Harris Scholastic Book Club Co-ordinator nominations: Vince Austin Fundraising Co-ordinator nominations: Hannah Spencer-Matthews Communications Co-ordinator nominations: Hannah Forde Executive Committee Members (minimum of 2 in addition to Office Bearers): Paul Williams, Katie Austin Additional signatory (one member of the executive committee): Olivia Bauer, Karen Ross, Sheree Harris Close of Annual General Meeting - <i>The meeting now continues as a general meeting</i>	
2.	Confirmation of Minutes of Previous Meeting Resolution: That the minutes of the previous General Meeting of Bassendean Primary School P&C Association on 26 Nov 2024 be taken as read and confirmed as a true and accurate record. - Olivia Bauer notes that art items were deferred to Term 1 2025 pending funding approval of events (change has been made to original) - Outgoing Principal noted that the Board Chair report should be "Principal's Board Report" (change has been made to original) Action: Confirmed	
3.	Business Arising from Previous Minutes Colour Run previously approved for Term 1 – timing TBC	

	Action: Decision to be postponed until Term 2 Basso Primary Mega Raffle previously approved for Term 1 – timing TBC Action: Approved. Paul to work with Hannah to run in Term 2																												
4.	Correspondence																												
	Correspondence In: - Letter received from Dave Kelly MP, to confirm \$35,000 for playground funding (Phase 2). Funds are expected by 30 June. Correspondence Out: - Nil																												
5.	Reports																												
	Principal Report – See Appendix 1 Treasurer's Report – See Appendix 2																												
6.	Funding Requests																												
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7.	Fundraising & Events																												
	7.1 Motion that the P&C approve the following P&C run events and fundraising activities: <table><thead><tr><th colspan="4">Fundraising Events</th><th></th></tr><tr><th>Event</th><th>Details</th><th>Date</th><th>P&C Contact</th><th>Action</th></tr></thead><tbody><tr><td>Mother's Day Stall</td><td>Families donate items for children to purchase</td><td>Term 2, Week 2 - Friday 09 May</td><td>Hannah Spencer-Matthews</td><td>Approved</td></tr><tr><td>Mother's Day Flowers</td><td>We did not run this event in 2024, do we want to bring it back for 2025?</td><td>Term 2, Week 2 - Friday 09 May</td><td>-</td><td>Defer to Executive Committee decision</td></tr><tr><td>Cookie Dough</td><td></td><td>Term 2 – Date TBC</td><td>-</td><td>Unanimously rejected</td></tr></tbody></table>					Fundraising Events					Event	Details	Date	P&C Contact	Action	Mother's Day Stall	Families donate items for children to purchase	Term 2, Week 2 - Friday 09 May	Hannah Spencer-Matthews	Approved	Mother's Day Flowers	We did not run this event in 2024, do we want to bring it back for 2025?	Term 2, Week 2 - Friday 09 May	-	Defer to Executive Committee decision	Cookie Dough		Term 2 – Date TBC	-
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	Domino's Pizza Night	Can arrange with a particular franchise for sales on a particular night to raise funds for the P&C (details TBC). Does someone want to run this?	Details TBC	Kate Steel	Approved
	Krispy Kreme Drive	https://fundraising.krispykreme.com.au/media/wysiwyg/website_fundraising/Fundraising_Kit_AU_2024.pdf	Term 2 – Date TBC	Mandy Johnston	Defer to Executive Committee decision
	Morley Roller Drome	P&C can book a time slot and every entry that mentions the school will contribute to \$ donated back to the school	Term 2 – Date TBC	Mystrie Monck	Approved
	Bogan Bingo	Do we do another Bogan Bingo or change it up to a different theme and game? Quiz etc. maybe do a poll on the Facebook group and see what the parents want. Happy coordinate again this year as long as I have one helper.	Term 3 – Date TBC	Paul Williams	P&C agreed that a social event for parents be run.
	Non-Fundraising Events				
	Nil				

8. Approved Events

Note the following P&C **approved** events for Term 1 2025:

Event	Details	Date	P&C Contact(s)
Free Dress Day – Entrepreneur Program	Fundraising for Ms Moad's Entrepreneur Program through gold coin donation.	TBC: Jess Veness to advise date	Olivia Bauer
Easter Raffle	Annual Fundraising event	By end of Term 1	Hannah Spencer-Matthews, Sherryn Gallagher, Tim Sadleir
Election Day Sausage Sizzle & Bake Sale	Bassendean Primary will be a polling station for the upcoming election, we have approved funds and have the support of the school to fundraise through sausage sizzle and bake sale.	08 March	Karen Ross, Hannah Spencer-Matthews
Hot Cross Buns	Special order morning tea	Term 1, Week 9/10 on a Wednesday	Sherryn
Everlastings Fundraiser		Term 1 – Date TBC	Hannah Spencer-Matthews
Free FOGO Compost Fundraiser	We can access and distribute bags of compost (made from town FOGO) for free and the TOB will donate \$2 to us for each bag given away. One pallet	Term 1 – Date TBC.	Mystrie to complete form, Kate Jackson, Katy Williams to assist.

		of 72 bags delivered at a time.		
9.	Other Business			
	9.1 Any Other Business Square Surcharge (Olivia Bauer): P&C request to on charge the Square fee (~2.2%) to buyers. The fee currently eats into funds available to P&C. Indicative fee would be: 22c on a \$10 purchase Action: Olivia Bauer to investigate the fees that the P&C incur. Lunch Time Club (Katy Williams): A proposal to establish a daily lunchtime club in the library or another indoor space, expanding on the existing Wednesday colouring club. The initiative aims to provide a safe space for students who may feel isolated or struggle to find playmates during lunch breaks. The plan involves seeking approval from the principal and potentially securing support from the P&C for resources such as chess sets, board games, and card games. Action: No action required at this stage. Soccer Goals (Paul Williams): Tammy McEwan proposed soccer goals as a potential fundraising target. Paul has proposed three possible approaches: purchasing ready-made goals, commissioning their construction, or sourcing materials and utilizing the skills of parents with welding/metalworking expertise to build them. Paul has offered to create the technical drawings for the project. Action: Paul looking for sponsorship and is currently conducting additional research. The P&C are supportive of this. Netball/Basketball Court Rings (Paul Williams): School requested ~\$7,000 funding for 2025, deferred to Term 3. Paul has identified potential government funding opportunities for this project and has forwarded this information to Nigel to explore, possibly incorporating it into the broader school play equipment funding initiative. Action: Paul and Nigel will continue to work toward obtaining grant funding. TOB Donation Request (Mystrie Monck): General donations of up to \$250 may be available to not-for-profit organisations and charities located in or servicing the local community. Action: Mystrie to apply. ToB Grant (Mystrie Monck): Each year we can apply for a grant for up to \$2,000 for an event, project or program. Action: Mystrie to apply for \$2,000 grant for a to be determined event. Approved. Decision of which event to be made by the Executive Committee. This money may be used to fund the Art Initiative project as detailed above. Kylie Barr to investigate grant application also as may be able to apply for two separate grants Free Bassendean Markets Stall (Mystrie Monck): Each month we can have a free market stall. Perhaps each class/year group is allocated a month in advance for which they can plan something if they choose. Action: Further research required. P&C Voluntary Annual Contribution (Mystrie Monck):			

	Consideration of an annual voluntary P&C contribution fee per family or a link to donate at each event in lieu of volunteering. Action: To be discussed by the school board.	
10.	Next Meeting	
	The next General Meeting will be held: Term 2 – 13 May 2025 in the Bassendean Primary School Library	
Meeting Closed: 7:42 pm		

APPENDIX 1**Principals Report****P&C Meeting – 25th February**

It has been a fantastic start to the 2025 school year. I am deeply grateful for the warm welcome from the community as I settle into my role as the new principal. The kindness I've experienced has been truly overwhelming—thank you all!

Classes began on February 5th, and I'm happy to report that the atmosphere around the school is calm and positive. Learning programs are well underway, and students have quickly adjusted to their new routines.

Student Leadership

The Year Six leadership team was elected last week, and we are excited to announce that four Councillors and six Faction Captains will serve this semester. All Year Six students will have the opportunity to run for these roles again in Semester Two.

P&C Movie Night

A huge thank you to the P&C for hosting the Movie Night on Friday, February 21st. It's a wonderful chance to bring our community together and enjoy each other's company. I hope the mozzies were kind to everyone!

Labour Day

Please note that the school will be closed on Monday, March 3rd, in observance of the public holiday.

NAPLAN

NAPLAN testing will take place during Weeks Seven to Nine of this term. All students in Year Three and Year Five are required to participate in the four assessments. Assessments will be conducted online, with the exception of writing for students in Year Three. This assessment remains paper based.

2025 Art Projects

Kylie Barr has successfully secured two grants for art projects this year. Both initiatives will involve community participation, and we greatly appreciate this support. Further details will be shared via Connect and the school newsletters in due course.

River Rangers

The River Rangers program is running again this year for Year Six students. Led by Mr. Austin and Mr. Bell, the program has an exciting lineup of activities planned. The first excursion will be to Parliament House on March 18th, and the students will finish the term with a day at the Ern Halliday camp on the final Monday of the term.

Term Two Important Dates

28 April – start of Term Two, pupil free day

26 May – 6 June Swimming Lessons

2 June – Western Australia Day public holiday

25/26 June – School Photos

APPENDIX 2**TREASURER'S REPORT****Bassendean Primary School P&C Association****Presented – AGM February 2025**

See appendix for full year (2024) Profit & Loss for year ending 31/12/2024

Detailed discussion of 2024 Fundraising events, donations and other financial activity provided in the Term 4 2024 report.

Current financial position as at 25/02/2025 (AGM)

Bendigo bank balance as at 25/02 is \$20,574.

This is required to fund uniform shop and canteen stock and the funding commitments made to the school at the previous meeting.

Our cash position has notably improved since term 4 as we have managed to recover the high costs of restocking the uniform shop with new school year uniform sales.

APPENDIX – Full year 2024 (to 31/12/2024) Profit & Loss

Treasurers Income & Expenditure report 01/01/2024 to 31/12/2024

	\$	TOTAL
Starting Bendigo bank balance at 01/01/2024		28,752
Closing Bendigo bank balance as at 31/12/2024		11,753
Movement in Bank	-	16,999
Distribution of funds		
Uniform shop	-	9,986
Uniform in	27,622	
Uniform out	- 37,608	
Canteen (incl birthday buckets)		3,044
Canteen in	6,443	
Canteen out	- 3,399	
Funds In		17,703
Fundraising events		
Bogan Bingo	2,222	
Sports carnival cake stall	2,168	
Mothers Day Stall	1,775	
Fathers day stall	1,421	
Spooky disco	2,685	
Easter Raffle	1,065	
Sports carnival lunch special	1,034	
Containers for Change	877	
Honey drive	400	
Book stall	376	
Free dress day for Bee Bots	358	
Hot Cross Buns	291	
Other events	1,533	
Donations In		
Leanne Gloss op referral	500	
Dave Kelly MLA donation	1,000	
Funds Out & Donations Made	-	25,832
Junior playground artwork	- 4,020	
Literacy & numeracy resources	- 3,000	
Lego league equipment	- 2,100	
Art installation - glass	- 2,000	
Mindfulness workshop - PD for staff	- 920	
Online safety workshop	- 669	
Sensory library supplies	- 581	
Phys ed	- 500	
PBS lanyards	- 488	
Basketball rings - replacements	- 240	
Cross Country refreshments for kids	- 84	
Graduation prize donation	- 50	
Bee bots - coding resources	- 358	
Graduation keyrings gift	- 422	
Junior playground - Funky Monkey	- 10,400	
Other	-	1,928
Insurance	- 468	
WACSSO fees	- 1,427	
Graduation event donations	- 74	
Membership fees	- 40	
Replace P&C lockbox	- 50	
Other	- 52	
Profit loss		
Total incoming	51,768	
Total outgoing	- 68,766	
Net profit	-	16,998