

# CANNING VALE PRIMARY SCHOOL and EDUCATION SUPPORT CENTRE P&C AGENDA FOR MEETING Version 2

DATE:	2 August 2016	MEETING NO:	5:16
TIME:	19:00 to approx. 21:00	MEETING LOCATION:	Staffroom

ITEM	ITEM	LED BY	Discussion and Action
<b>1 - Opening and Welcome</b>			
1.1	Welcome new Members and Attendees	Jane	Present: New Members
1.2	Apologies/ /Guests		Apologies: Guests:
1.3	Conflict of Interest		James noted as both Employee (Canteen Manager) and General committee member
<b>2 - Confirmation of Previous minutes</b>			
2.1		Jane	Motion to endorse the previous minutes moved by   Seconded
<b>3 - Accept Agenda – New business</b>			
3.1		Jane	Agenda accepted by New Business
<b>4 – Business Arising From Previous Minutes</b>			
4.1	Insurance, Money handling Procedure	Kerwyn / James	Final Cash handling procedure emailed to all. File for front office to be presented to meeting
4.2	Parent Information Sessions	Phillippa / Jane	Cyber safety proposed for Term 3.
4.3	Sausage Sizzle updates	James	2 July 2016 – Election Sausage Sizzle debrief

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4.4	Fathers Day Stall	James	Update: Tuesday 30 August and Thursday 1 <sup>st</sup> of August. Rosters. Stock has arrived. Pricing at Heathers
4.5	Disco	James	Friday 28 <sup>th</sup> October <b>Action: Fundraising committee to liaise with Phillipa re involving senior students</b>
4.6	Wish List	Phillippa	<b>Choir Uniform – motion to spend up to \$1500 for the purchase of a choir uniform</b> <b>Sports – motion to spend up to \$1800 for the purchase of Sports Day Trophies and Ribbons</b>
4.7	Trestle Tables	Kerwyn	Selling old trestle tables update.
<b>5 – Correspondence</b>			
5.1	Correspondence In	Kerwyn	Correspondence log – Receipt and thank you from ESC re bikes
5.2	Correspondence Out	Kerwyn	Correspondence log – WACSSO registration complete
<b>6 – General Treasurers Report</b>			
6.1	Treasurers Report Presented	Amanda	Report to be presented
<b>7 – Principal's Report</b>			
7.1	CVPS Principal's Report	Phillippa	
7.2	CV ESC Principal's Report	Dianne	
<b>8 – Other Reports</b>			
8.1	<b>Canteen Treasurers Report</b>	Mallory	Report to be presented
8.2	<b>Canteen Committee Report</b>	Kerwyn	Request for further nominations for members -
8.3	<b>School Banking</b>	Donna	Potential Options on Timings?
8.4	<b>Fundraising report</b>		<b>Father's Day stall, Sausage sizzles and Disco are discussed in business arising.</b>

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8.4.1	P&C Shop	Lucy	
8.4.2	Fundraising Committee	James	Report to be presented
8.4.5	Term 3 activities 2016		Term 3 1 <sup>st</sup> of September - Information stall and Book donation on Open night and book fair
8.4.6	Entertainment Books	Tania	Update on books sold.
8.5	<b>CVPS ESC School Board</b>	Dianne	
8.6	<b>CVPS School Board</b>	Kerwyn	No Board Meeting to report. Volunteers Policy attached to be discussed at P&C meeting
8.7	<b>CVPS Finance Committee</b>	Janet	Janet has stepped down and a New Finance Representative required. Call for Nominations
8.8	<b>CVPS ESC Finance Committee</b>	Heather	
<b>9 – General Business</b>			
9.1	<b>Fathering Project</b>	James	
9.2	Crunch and Sip Policy	Kerwyn	Query regarding how this is implemented in the classrooms – is there a standard procedure, how does it work?
9.3			
9.4			
<b>10 – Next Meeting</b>			
10.1	Term 3, Week 3 – 2 <sup>nd</sup> August 2016		Closed 8:59