

# CANNING VALE PRIMARY SCHOOL and EDUCATION SUPPORT CENTRE P&C MINUTES OF MEETING

DATE:	14 FEBRUARY 2017	MEETING NO:	01:17
TIME:	18:30	MEETING LOCATION:	Staffroom

ITEM	ITEM	LED BY	Discussion points and requests
<b>1 - Opening and Welcome</b>			
1.1	Welcome new Members, Attendees and guests	Jane	Heather Craig, Kerwyn Jonker, Debra Loxley, James Lucas-Smith, Di Harper, Phillippa Berkhout, Trish Della-Vedova, Neil King, Brooke Sumastra, Jane Hannay
1.2	Apologies	Jane	Beatriz, Lynne, Donna, Tami, Kris, Katherine, Amanda and Lucie.
1.3	Conflicts of Interest	Jane	Nil
<b>2 - Confirmation of Previous minutes</b>			
2.1		Jane	<b>Motion to endorse the previous minutes – Moved by Heather, Seconded Deb. Motion Passed</b>
<b>3 - Accept Agenda – New business</b>			
3.1		Jane	No New Business
<b>4 – Business Arising From Previous Minutes</b>			
4.1	Welcome Pack	Jane	Aim to have it ready by end of Term 1 for new parents in term 2.
4.2	Trestle Tables	Kerwyn	Selling old trestle tables update - \$20 plus self-removal. 1 sold.
4.3	P&C Afternoon teas	Lucie	Worked reasonably well, may do another mid year but not too regularly.

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4.4	Family Picnic	Jane	<p>Brooke, Deb, Beatriz and Jane on committee. Things organised include</p> <ul style="list-style-type: none"> <li>• Riverton scouts are doing sausage sizzle.</li> <li>• Coffee coming, \$50 donation for annual icy poles has been received, Treasure hunt is on, and Police, Fire brigade and SES are trying to come. Cancer council, Crunch and sip officer</li> <li>• Sports equipment on oval</li> <li>• Art activity</li> <li>• Audio - CD, MP3, Phone</li> <li>• Questions for the Board – ask your board a question?</li> <li>• Commonwealth bank school banking</li> </ul> <p><b>Motion for \$165 + GST for first aid post as per school's requirements moved by Jane, Heather seconded. Motion Passed.</b> First Aid is required for out of hours events and higher risk activities, as per CVPS policy.</p> <p><b>Motion for up to \$150 for oval hire moved by Deb, seconded James, All in favour.</b> School oval is a council owned asset and we need to hire it to have access after hours.</p> <p>Phillippa is going to ask teachers to remind parents. Neil has been asked to assist with providing Thank you letters for those donating time and money.</p> <p>Jane to follow up regarding attempting to gain a community grant to help cover costs for this night.</p>
<b>5 – Correspondence</b>			
5.1	Correspondence In	Kerwyn	<p>Correspondence log not presented.</p> <p>Fundraising correspondence received and bank statements.</p>
5.2	Correspondence Out	Kerwyn	<p>Correspondence log not presented,</p> <p>Letters out to Scouts and City of Canning (re family picnic)</p>
<b>6 – General Treasurers Report</b>			
6.1	Treasurers Report Presented	Amanda	<p><b>Report tabled, Heather moved to accept, Brooke seconded all in favour.</b> Note: Money was not placed into the term deposit over the Christmas holidays due to operational issues.</p>
6.2	Annual audit	Jane	<p>In progress of getting to the auditors.</p>
<b>7 – Principal's Reports</b>			

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7.1	CVPS Principal's Report	Phillippa	<ul style="list-style-type: none"> <li>• 502 enrolments to date, which is down on last year. There are families moving out of the area for numerous reasons including to get into different high school catchments, moving for year 5 and 6 to non government schools and also for work reasons. We only have 2 kindergarten groups this year.</li> <li>• Year 6 swimming – weather was horrid on Thursday and Friday but was still well received by all.</li> <li>• Edu-dance has started.</li> <li>• Music – Megan is leaving to start her Maternity Leave, her replacement is Natalie Tan</li> <li>• Assembly time has moved to 8:55am for the rest of the year</li> <li>• 120 expected for the combined school breakfast.</li> <li>• 29<sup>th</sup> of March 3-way conference.</li> </ul>
7.2	CV ESC Principal's Report	Dianne	<ul style="list-style-type: none"> <li>• Had a shift in thinking in the Classrooms this year with the EA's moving with their class from last year, only the teachers have changed. This appears to be working well</li> <li>• We have a new teacher from Ireland who we are very happy with</li> <li>• Early Intensive Intervention Programme now is now occurring in B10.</li> <li>• Annual BBQ breakfast this year is joining with CVPS new parents breakfast.</li> <li>• Swimming at Gosnells Leisure Centre is very successful.</li> <li>• Independent Living Camp at Landsdale Farm School will be for yrs. 4 to 6.</li> </ul>
8 – Other Reports			
8.1	Canteen Committee Report - Canteen Treasurers Report	Jane and Kerwyn	Canteen Treasurers report was not finalised, Harmony Day Lunch will be our special lunch day this term held on Friday 24 <sup>th</sup> March. Will cover: Italy - pizza, sushi for Japan, butter chicken for India and Australia with Meat pie.
8.2	School Banking	Jane on behalf of Donna	Request for volunteer has gone out as Donna has advised that she will shortly be unavailable. Everyone has gone back to 0 silver coins and received a prize. Look at promoting the school banking position in the newsletter and potential for certificates for banking rewards to be given out at assemblies.  A member of the CBA team will be at the family Picnic to take registrations.

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8.3	Fundraising Committee report	James/Natalie	<ul style="list-style-type: none"> <li>Sausage sizzle – have ordered for 96 bacon and egg burgers and have deliberately over ordered on sausages with the excess going to the Bunning's sausage sizzle.</li> <li>Easter raffle coordinator requested.</li> <li>Bunning's sausage sizzle been dated and roster out</li> <li>Mothers day stall being held a week earlier due to NAPLAN</li> <li>Drink bottle fundraiser</li> <li>End of Year raffle going ahead again this year.</li> <li>DJ's booked for first disco</li> </ul>
8.3.1	Bunnings sausage sizzle	Brooke s	<b>Motion for \$1500 to purchase for the sausage sizzles in 2017 was moved by Brooke and seconded by Jane, All in favour.</b> Brooke will purchase and setup on the day but may have commitments stopping her being on a shift that day.
8.3.2	Disco	Lucie	Dates for 2017 – 16 <sup>th</sup> of June, DJ booked. Date not booked for the second disco yet.
8.3.3	Term 1 and 2 Calendar	James	Calender for Term 1 and 2 tabled. Mothers day stall a week early due to NAPLAN week. Motion to accept the Fundraising Calender as presented moved by Kerwyn and seconded by Jane. All in favour.
8.3.5	P&C Shop	Lucie	<b>Need help.</b>
8.3.5	Election day sausage sizzle	James	Purchasing is in hand. The roster was passed around to be filled and will be available at the canteen and other events to be filled.
8.4	CVPS ESC School Board	Dianne	Meeting scheduled for week 4
8.5	CVPS School Board	Kerwyn	Meeting was cancelled
8.6	CVPS Finance Committee	Jane	No meeting yet
8.6	CVPS ESC Finance Committee	Heather	No meeting yet
<b>9 – General Business</b>			
9.1	Uniform shop feedback	Jane	Jane has received queries regarding the new supplier and move off site. Advised that this was a school decision and not a P&C one to make.

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9.2	1 <sup>st</sup> Day feedback	Kerwyn	Query whether going forward if Class Lists should be placed in the New Notice boards and if class teachers who had specific preferences for dealing with stationary list items, could place their 1st day instructions for students outside their rooms when the lists go up. Enabling parents to be more prepared and reduce confusion in classrooms on the 1st day.
9.3	Mothers Day Stall	James	<b>Motion: That funds be made available for the Mother's Day Stall up to the value of \$3,000 moved by James, Seconded Heather, All in favour</b>
9.4	Easter Raffle	James	<b>Motion: That funds be made available up to the value of \$500, for the Easter Raffle, moved by James, Seconded Deb, All in favour.</b>  The Fundraising committee is looking for a co-ordinator to run this event.
9.5	Parent Information Sessions	Jane	Request for suggestions and a coordinator. The sessions need to be free or minimum cost
9.6	Entertainment books	she wasn't there Jane	Request for new coordinator for entertainment books. Well suited for someone who is picking up and dropping off most days. Tania has offered support for the new person
9.7	2017 AGM	Jane	All positions will be open as per WASSCO constitution. Please contact Jane if intend to nominate or renominate for a position. It is an annual appointment with a March-to-March term You need to be thinking of succession planning. Please be out lobbying now – We have vacant positions we need to fill including Secretary and if not this year then next year President.
<b>10 – Next Meetings</b>			
10.1	Term 1, Week 8 – 21 March 2017		Next General meeting Term 1 Week 8, on the 21 <sup>st</sup> of March at 6:30 in the staff room followed immediately after with the AGM <b>commencing at 7:30 in the staffroom on the 21<sup>st</sup> March</b>  <b>All positions will be open for nominations at the AGM</b>
<b>Meeting Closed 8:15</b>			