

Canning Vale Primary School and Education Support Centre P&C Minutes of Meeting

DATE:	9 May 2017	MEETING NO:	03:17
TIME:	6:30pm	MEETING LOCATION:	Staffroom

ITEM	ITEM	LED BY	Discussion points and requests
1 - Opening and Welcome			
1.1	Welcome new committee, members, and guests	Mallory	Mallory Dehnel, Phillipa Berkhout, Neil King, Patricia Della-Vedova, Di Harper, Kerwyn Jonker, Deb Loxley, Heather Craig, Beatriz James, Brooke Sumastra, James Lucas-Smith, Lucinda Arnott New Member – Helen Lound
1.2	Apologies	Mallory	Jane Hannay (VP), Amanda Davis, Craig Jackson, Natalie Parker
1.3	Conflicts of Interest	Mallory	James has a conflict of interest as he is a paid employee.
2 - Confirmation of Previous minutes			
2.1	Meeting March 21 st 2017	Mallory	Motion to endorse the previous minutes moved by Heather, Beatriz seconded – all in favour – motion passed
2.2	AGM Meeting	Mallory	Motion to endorse the AGM minutes – Kerwyn moved, Deb seconded all in favour – motion passed

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3 - Accept Agenda – New business			
3.1		Mallory	<p>Motion moved by Kerwyn that an amount of up to \$1500 is spent to run the first disco for 2017, seconded by Deb, all in favour, motion passed</p> <p>PO Box- do we need to keep this open and if not, can we close it? – recommend that we do not renew – that we monitor items into the box and change address details where required.</p> <p>Note: All new business to be placed on the agenda prior to the meeting. Only essential new business will be considered, if time allows at the meeting. Agreed by all members</p> <p>Note: No financial commitments can be voted on without 7 days prior notice to all members.</p>
4 – Business Arising From Previous Minutes			
4.1	Secretary – position open	Mallory	Call for nominations for role of secretary – nomination from Helen, seconded Deb – all in favour
4.2	Canteen treasurer role	Mallory	Call for nominations for role of canteen treasurer. No nomination received. Motion moved that the role of Canteen and General Treasurer be merged, and the duties of both be undertaken by the current General Treasurer – Amanda Davies – Moved by Kerwyn, Heather seconded – all in favour
5 – Correspondence			
5.1	Correspondence	Kerwyn	<p>Correspondence log presented.</p> <p>Survey from WACSSO and letter to advise that our district is now covered till 2020</p>
6 – General Treasurers Report			
6.1	Treasurers Report	Amanda	Report tabled. Current Balance of General Account at \$29080.82

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7 – Principals Reports			
7.1	CVPS Principal's Report	Phillippa	<p>Schools humming along, great start to the term. End of term ended with a blast with the Kite flying for Harmony day, Anzac Service was great as was the Edudance concert.</p> <p>Long service leave clearance has not impacted us as much this year as previous. Teachers have taken it or had it paid out.</p> <p>We are into W3 Naplan and it is going well</p> <p>Life Ed happening again this term.</p> <p>Undercover area, is going to be dug up, no access to that area for 2 weeks</p> <p>Saturday morning – Fitzroy garden project planting, volunteers are organised.</p> <p>June 1st – simply carbon project – water, carbon and electricity – 14 other schools are coming ~4:30 to show off what we are up to.</p> <p>Wish List – Ribbons and Trophies for carnival - \$1,160.28 – James proposed that we approve spending of up to \$1,400, Lucie seconded. All in favour.</p> <p>Proposal that the P&C create - purchase a storage shed, container, transportable office ... James and Heather to investigate prices – Footprint available within the school.</p>
7.2	CV ESC Principal's Report	Dianne	<p>New building commences this week, some parking will be taken up by tradesmen</p> <p>Camp was fantastic</p>
8 – Other Reports			
8.1	Canteen Committee Report	Lucie	<p>Canteen Treasurers Report tabled. Current Balance of Canteen Account \$13,762.14</p> <p>Motion moved by Kerwyn that Zoe be a member of the Canteen Committee – Lucie seconded – all in favour.</p> <p>Add meeting notes here</p>

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8.2	School Banking	Mallory on behalf of Ken Barnett, (interim banking coordinator)	New banking coordinator required as Donna has left. Ken Barnett has taken on role until new coordinator sourced. Going into newsletter
8.3	Fundraising Committee report	James/Natalie	<ul style="list-style-type: none"> • Easter raffle results – down a little on last year – just short of \$2000 made. • Bunning’s sausage sizzle (Brooke S) – brought in just under \$1200 • Mother’s day stall – up on last year - \$1500 profit – only one box left of stuff. Teachers were very happy on with the schedule. Two items per person worked well as everyone had a good range and Wednesday sale opportunity for further items. • Disco – 16th June – 4pm till 8pm, ticket sales on night at \$10 – otherwise \$7 – Prizes chocolate frog. Concern raised over chocolate. To be considered by committee. • Entertainment Books – 34 books sold already • Booked drink bottles for the school – running ESC logo and PS logo <ul style="list-style-type: none"> ○ Order form planned to be released 22 May and back by 2 June.
8.3.1	Term 2 Calendar	James/Natalie	Calendar for term 2 tabled
8.3.2	P&C Shop	Lucie	P&C shop is doing well. Brief discussion on accepting IOU’s for purchases and that majority are paid promptly. Large quantities of donated clothing. Will be doing a sort on Monday morning. Volunteers welcome.
8.4	CV ESC School Board	Dianne	New school board members elected. Note that the school has a deductible gift fund. The 2016 annual report is now complete. Thank you to the P&C for their update in the report. Acknowledgement that there is a close tie between the two boards

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8.5	CVPS School Board	Phillippa on behalf of Jane	<p>New parent member is Graham Styles who has an interest in disability, Both old and new board members were at the meeting, exiting board members explained their achievements and new explained why they nominated. Potential community members were discussed. Glen Innes and Rebecca renominated for co-chair. Phillippa is putting together a school survey which will be coming out second semester. The budget was presented.</p> <p>Discussion on the importance of the DPA and how the business plan fitted in with that. Jackie Lang and Julie Head showed the board on how "On entry testing" worked in PP and how it gave the teachers a head start to lesson planning. There is now a link between that test and Naplan in year three. The Board passed a motion that all members pass a federal criminal history check.</p> <p>Note: 21 November is the open board meeting.</p>
8.6	CVPS Finance Committee	Phillippa on behalf of Jane	No finance committee meeting
8.7	CV ESC Finance Committee	Heather	<p>Wish list presented:</p> <p>20 headphones at a cost of 50 each – \$1100 in total (inc GST)</p> <p>\$175 bubble tube</p> <p>2 x sensory pods – \$126 each</p> <p>1 boxing bag and gloves \$58</p> <p>\$1585</p> <p>Motion to place the wish lists on the agenda for the next meeting Moved by Kerwyn, Seconded Heather. All in favour.</p>

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9 – General Business			
9.1	Signatories	Mallory	<p>We move that we retain our 8th Executive position, due to the merging of the Canteen and General Treasurer positions, as an Executive Committee member. Moved Heather, Beatriz. Call for nominations for Executive Committee member. Heather nominated Kerwyn, James seconded, accepted, all in favour.</p> <p>Motion that the President, Vice President, Treasurer and General Exec (Kerwyn Jonker) are the account signatories for the General and Canteen account until the next AGM. Moved by Brooke seconded by James.</p>
10 – Next Meeting			
10.1	Term 2, Week 8		6:30 pm in the Staffroom June 13 2017
Meeting closed 8:03			