

Meeting Minutes

Glendale Primary School P&C Association
Wednesday 9th June 2021 - Glendale Primary, Room 6



Meeting opened 7.00pm

Attendees:

Taya Connelly	Clare Pring	Helen Fiebig
Adam Panizza	Aimee Jorgeson	Claire Pusch
Nerissa Lockley	Sarah Cusack	Carol Michie
Nerilee Russell	Nikita Hugh	Carla Drake-Brockman
Kelly Leonard		

Apologies: received from Julia Boardman and Kristy Davies

Acknowledgement of Country read by Carol Michie

"I respectfully acknowledge the past and present traditional custodians of this land on which we are meeting, the Wadjak Noongar people. It is a privilege to be standing on Wadjak 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."

Past Minutes

Motion to accept the minutes of the last meeting as a true and accurate by Sarah Cusack

Seconded: Aimee Jorgeson

Motion Passed

ITEMS

1. President's Report – Sarah Cusack

- **Executive Committee approvals were given to:**
 - 14/05/2021 Executive Committee approved acquisition of a debit card account with 2 cards from Bankwest which will then be linked with the already existing accounts (2) with them. Furthermore once these are set up and running the Combank debit account and associated cards will be closed.
 - 17/05/2021 Fundraising Committee approved to make \$200 booking deposit to SciTech and purchase an Occasional Liquor Licence Application at the cost \$114.50 for the night.
- A new password has been assigned to the Google Drive account.
- Provided update on new Bankwest card account activation previously motioned for acquisition, to replace current Commonwealth bank debit cards. Sarah Cusack phoned Bankwest yesterday and the bank reported not having received the application paperwork despite Sarah Cusack submitting it to the local Warwick branch some time ago.
- Sarah Cusack wishing to step back from President's role as undertaking both President and Uniform shop duties is a large workload. Sarah Cusack has asked Nerissa Lockley to gradually take over the P&C President's role for remainder of 2021. Sarah Cusack has just taken on all the signatory authority roles however and as such will remain the person undertaking the dual banking approvals with the Treasurer, Adam Panizza, for the remainder of 2021.
- Request that the P&C to consider alternating the days P&C meetings are held to help capture a larger attendance. Wednesday's appear to be the current best alternative option.

- Request that the P&C consider setting funding budgets for the remainder of 2021 as well as the possibility of setting ongoing annual budgets.
- Request that the P&C consider the notion to fund classroom/ teacher budgets, half the cost of Edu-dance, swimming lessons, a junior years play mud kitchen, or shelters over the playgrounds.
- Sarah Cusack has recently emailed all school staff to increase awareness of how staff can go about applying for P&C funding and open the communication lines.

Motion to accept the President's Report to Meeting Minutes not put forward

Motion not passed

Motion to appoint Carol Michie to role of Aboriginal Cultural Advisory, for 2021, by Sarah Cusack

Seconded: Nerissa Lockley

Motion Passed

DISCUSSION:

- Sarah Cusack and Nerissa Lockley are currently in discussion about whether to send out a survey to the school community for feedback on areas that the P&C could consider funding, to collate resources and skills present in the community and to provide the community with ideas on ways they can get involved in the Glendale P&C.
- Helen Fiebig made a suggestion that the P&C members could wear badges at the Term 1 Welcome Picnic, identifying them as P&C members, and they could go around and talk to the school community promoting the P&C and inviting people to sign a volunteers list for example.
- Helen Fiebig very supportive of the P&C supporting Edu-dance or swimming which is for the majority and helps the school community. Possibly a little late for this year so research around the costs involved can help the P&C budget for this funding in 2022. Helen Fiebig will get back to the P&C with the figures around Edu dance costs for the P&C to consider supporting in the future.
- Helen Fiebig informed the P&C that there is a system in place within the staff curriculum committees and each class teacher, to nominate areas that they require funding for at the beginning of each year. Budgets and funding set by the school are rarely exceeded. The staff can apply to the school finance committee for further funding, should they exceed their budget, and to date in Helen's time at the school no application has been rejected.
- Carla Drake Brockman requested the P&C consider using annual budgets to help set budgets for repairs/ maintenance or replacement of assets like the Canteen drinks fridge or freezer so we are planning ahead with funds and budget for such expenditure.
- Taya Connelly requested Treasurer Adam Panizza to provide annual comparative Profit and Loss reports for the past 3 years so planning and forecasting can commence.
- Sarah Cusack requested that the P&C be aware that current predicted expenditure for the Uniform Shop over Term 3 is around \$6,000-8,000.
- Taya Connelly asked Helen Fiebig how the P&C go about getting quotes for any structural projects for future funding consideration. Helen Fiebig replied that Kerry Clarke would be the person to contact in the school office to arrange the undertaking of obtaining quotes for structural projects on the school grounds.
- Helen Fiebig informed the P&C that shade shelters are preferred as shade sails are not supported by the Education Department for reasons relating to their use and maintenance.
- Gardening staff are not to be responsible for their putting up and taking down for example.
- Garry and Neil, are the current school gardeners who also have an annual budget.

2. Vice President –Nil to report.

3. Principal's Report – Helen Fiebig

Thank you

To Nerilee and everyone who supported with running the disco on Friday night. It was the first one I have missed but I heard from the children what a great night it was. I also heard from Holli Fuller that the lock up and clean up went smoothly.

I understand that one child was picked up late. With this in mind it is worth considering having contact details for every child at the disco which can be collected when families register for tickets.

Meeting with Jessica Stojkovski, MLA

On Friday the 7 May, I met with the local member for Kingsley, Jessica Stojkovski, who has secured for the school \$160,000 this year for toilet upgrades. She wanted me to pass on to the P&C her willingness to contribute to fundraising events. She would be happy to supply a voucher for a bike this year (which David Michael did last year) and is happy to offer sustainability hampers for raffles. The hampers are often vouchers or items from the Weigh and Pay, and Waste Less Pantry stores. As well as an invitation to Parliament House for lunch as a prize. She would be happy to be contacted as you have fundraising projects.

NAIDOC Week

The HASS Committee have planned the following for NAIDOC Week, over the last week of term.

1. On Tuesday 22 June over the day, with 2 classes at a time, children from Years 1 to Year 6 will attend a 50-minute incursion with a number of activities involving learning about local Noongar history, tribal areas, a dreamtime story and artefacts. This incursion is funded by a grant the school obtains.
2. Carol Michie is volunteering to read or talk to the children from Kindy to year 2/3 about traditional story telling in the library on the mornings of Monday 28 June and Friday 2 July.
3. Wednesday 30 June the whole school assembly coordinated by the specialist teachers will include an Indigenous item planned by Mrs Reeve.
4. Following the assembly each class will walk through all of the classrooms to look at the wide variety of Indigenous studies that have been done across the school.
5. On Thursday 1 July, the Years 5 and 6 students will be having an incursion called the Blanket Activity. The Blanket Activity delivery is presented by Network Aboriginal Support Coordinators and runs for approx. **75mins** concluding with a yarning circle (sharing time). As the name suggests the **'Blanket Activity'** begins with blankets arranged on the floor to represent Australia before the arrival of European explorers and settlers. The activity takes on an immersive exploration of the nation-to-nation relationship with Aboriginal people, working towards reconciliation and empowering people to build bridges of understanding and respect. It is an experiential teaching tool to share the historical and contemporary relationships between Aboriginal and non-Aboriginal people of Australia.

Motion to accept the Principal's Report to Meeting Minutes by Sarah Cusack

Seconded: Aimee Jorgeson

Motion Passed

DISCUSSION:

- Contacts lists not allowed for P&C events like disco but agreed that at the next P&C run disco children will be provided with a wristband and lanyard. It will be promoted that as a condition of entry all children will need to have their wristband on with a pick up contact and a phone number.
- The lanyards are not secure enough for this information to remain with the child during the disco but are still the preferred method for supplying the children their food purchased within ticket cost.

4. Canteen Report

- All going well, roughly doing 200 lunches per week.
- Bonnie Smith has finished working for the term and so far so the Canteen has coped well with volunteers.
- Request to have the hand basin fixed and a soap dispenser put on wall for the next council inspection.
- Disco went well; I hope the kids had fun and was glad that the storm held off until the end.
- As always big thanks to Natasha Duncan and Jason Bishop, staff and all volunteers who made it happen.
- Thanks to Coles for donating a \$50 voucher towards the event, lollies & prizes were purchased with this.
- Week 6 was a pupil free day on Friday so small week.
- Masters re-acquisitioning their drinks fridge on the 18/06/2021.
- Waiting to hear back from West Oz about possibly supplying the canteen with a drinks fridge. West Oz are a current supplier we use. Taya Connelly helping with selecting appropriate model and supplier if purchase is required.
- Request to have more lighting at future discos as it was quite dark. will check with Jason Bishop if we had disco lights that have gone missing and if we need to consider purchasing more.

Motion to accept the Canteen Manager's Report to Meeting Minutes by Sarah Cusack

Seconded: Aimee Jorgeson

Motion Passed

DISCUSSION:

- Helen Fiebig to follow up the school fixing the hand wash basin and soap dispenser insertion which was motioned at the last P&C meeting on 03/05/2021.
- Carla Drake-Brockman informed the P&C that 216 tickets were sold for the recent Jungle themed disco.
- Sarah Cusack supportive that the P&C purchase the required drinks display fridge whilst there is the funds to do so such that the P&C are not tied in to an ongoing arrangement with West Oz. Suitable new fridge priced between \$2,000-\$2,500 on the internet.
- Taya Connelly reported:
 - These drinks display fridges are not available through commercial accounts like The Good Guys or the contact at Betta Electrical that we got oven from.
 - Consulted with a supplier in Wangara who quoted \$1,999 plus GST for dual door upright drinks display fridge 999L. He has this product in stock.
 - A representative from Arcus advised brands Skope, and Williams, have parts and servicing available easy in Perth. Some models in Bromic range are not "food safe", can't keep temp below 5 degrees on hotter Aussie days. Manufactured for o/seas climate.
 - Noted that Skope seems to charge a little more for the name.
 - Note we haven't been quoted for delivery as yet.
- Helen Fiebig advised newly purchased item would not require electrical item tagging until next round of tagging which occurs twice a year.
- Helen Fiebig offered a thankyou voucher to be organised for Coles to thank them for donating the \$50 voucher. Nerilee Russell to provide details to administration to allow this to occur.
- Nerilee Russell requested consideration be given to how many times we approach the same company, like Coles, for donations throughout the year. Carla Drake-Brockman, current Fundraising Co-ordinator requested she be consulted by any P&C member wishing to approach companies for donations as she keeps a record of who has been canvassed for donations.
- Helen Fiebig reminded all that anyone requesting donations for the school or the school P&C are to be authorised in writing each time before doing so. Requests for an authorisation letter can be made in person or by email to Helen Fiebig.

Motion to allow a budget of \$2,500 for the purchase of a new upright drinks display fridge by Sarah Cusack

Seconded: Clare Pring

Motion Passed

5. Treasurer's Report – Adam Panizza

- \$46,321 in total of all accounts
- Current liabilities outstanding include \$334 in super and PAYG withholding of \$828
- Accounts that need to be paid, which have now been approved by Sarah Cusack for bank processing, were \$1,468 in total.
- Graduation fees collected of \$4,975 are now allocated to a specific purpose fund for the Graduation Committee to draw from throughout the year for their events.
- Net balance of \$38,716.
- Canteen's current net operating profit of \$1,708, which does not include the profit made from the disco. Adam Panizza will email the Canteen Profit and Loss to Nerilee Russell tomorrow.

Glendale Primary School Parents & Citizens Assn Inc

Balance Sheet

Date: 6th June 2021

Bank Balances		
Bankwest Zero Account		\$9,159.84
Bankwest Telenet Saver account		\$35,001.27
CBA Cheque Account		\$0.00
CBA Debit Card		\$2,159.78
Total		\$46,320.89
Less liabilities		
Superannuation		\$333.82
ATO PAYG		\$828.00
Accounts payable		\$1,468.17
		\$2,629.99
Add assets		
Unallocated Deposits		\$0.00
		\$0.00
Less Specific Purpose Funds		
Graduation Fees		\$4,975.00
		\$4,975.00
Net available bank balance		\$38,715.90

Glendale Primary School Parents & Citizens Assn Inc**Profit and Loss Statement****01 Jan 2021 - 06 Jun 2021**

Cash mode

ABN: 18042636739

Generated 08 Jun 2021

		Total
Income		
4-1100	Bookclub Income	590.20
4-1200	Fee income	16.00
4-2400	Sales - Uniform	9,150.88
4-2600	Sales - Canteen	17,181.70
4-2700	Fundraising Income	13,058.70
4-2800	Graduation Income	4,975.00
Total Income		44,972.48
Less Cost of Sales		
5-2800	Purchases - Uniforms	10,982.90
5-2900	Purchases - Fundraising	4,694.22
5-3000	Purchases - Canteen	8,245.28
5-3100	Purchases - Graduation	80.80
Total Cost of Sales		24,003.20
Gross Profit		20,969.28
Less Expense		
6-1400	Bank charges	597.29
6-1600	Computer Expenses	180.00
6-1900	Donations	288.00
6-2400	Glendale Primary School Contribution	1,426.20
6-4200	Printing & stationery	320.00
6-4500	Registration Fees	1,119.24
6-4800	Repairs & maintenance	83.00
6-5400	Superannuation expense	558.86
6-6200	Wages & salaries	6,586.52
Total Expense		11,159.11
Operating Profit		9,810.17
Plus Other Income		
8-1201	Interest Income - Telenet Saver	7.77
8-1400	School Banking Contribution	280.00
Total Other Income		287.77
Less Other Expense		
Total Other Expense		0.00
Net Profit		10,097.94

Glendale Primary School Parents & Citizens Assn Inc

Canteen Profit and loss

01 Jan 2021 - 06 Jun 2021

		Total
Income		
4-2600	Sales - Canteen	17,181.70
Less Cost of Sales		
5-3000	Purchases - Canteen	8,245.28
Gross Profit		8,936.42
Less Expense		
6-4800	Repairs & maintenance	83.00
6-5400	Superannuation expense	558.86
6-6200	Wages & salaries	6,586.52
Total Expense		7,228.38
Operating Profit		1,708.04

product BUSINESS TELENET SAVER

account nickname BUSINESS TELENET SAVER

current balance \$35,001.27

available balance \$35,001.27

[+ see more account details](#)

Transactions

date	narrative	cheque no.	debit	credit	balance
01/06/2021	CREDIT INTEREST			\$1.27	\$35,001.27

product BUSINESS ZERO TRANSACTION ACCT

account nickname BUSINESS ZERO TRANSACTION ACCT

current balance \$7,919.17

available balance \$7,919.17

[+ see more account details](#)

Transactions

date	narrative	cheque no.	debit	credit	balance
08/06/2021	CBA CREDIT CARDE 5353109691134553 08JUN			\$82.50	\$7,919.17
08/06/2021	Westoz Inv 303708		\$343.70		\$7,836.67
08/06/2021	Bega Inv 951273648		\$177.32		\$8,180.37
08/06/2021	Grange Insurance		\$711.00		\$8,357.69
08/06/2021	Nerilee Disco Reimburse		\$236.15		\$9,068.69
07/06/2021	CBA CREDIT CARDE 5353109691134553 05JUN			\$145.00	\$9,304.84
04/06/2021	CBA CREDIT CARDE 5353109691134553 04JUN			\$260.00	\$9,159.84

Motion to accept the Treasurer's Report to Meeting Minutes by Sarah Cusack

Seconded: Carla Drake-Brockman

Motion Passed

6. Secretary's Report – Nil to Report

7. Uniform Shop – Sarah Cusack

- Recently attended a School Board meeting to discuss changes to uniform shop stock items. The Board was happy for the P&C to go ahead and procure stock in the items selected by the P&C recently, including :
 - New microfiber short, 2 pleat front skort and the wide brim hat
- However, the board were not unanimous in supporting a resultant increase the hat selling price from \$5 to \$15.
- Although the last order was based on previous sales history the shop has run out of new zip jackets in larger sizes (14 and 16), meaning another order is going to need to occur with the supplier. It is possible that we have not previously captured the buying market with a previous lag approach to supply maintenance and hence the sales figures were not truly representative of the potential market demand. There may also be an increased uniform compliance or new product interest that has increased zip jacket sales in these sizes greater than predicted. Unfortunately due to minimum supply quantity stipulated by the supplier, the shop will have to buy another year and half's supply jackets. This will result in the shop stocking 3 years' worth of stock in zip jackets. This is likely to be as cost of approximately \$4,000.
- New uniform items will need to be purchased according to supplier minimum quantities.
- To support the use of Qkr for uniform shop sales and to ensure the availability of uniform stock in lead supply approach there will need to be other significant purchase costs this year.
- To ensure availability of faction shirts for the upcoming Athletics Carnival an order for faction shirts will need to be placed in the next few weeks.

DISCUSSION:

- Sarah Cusack reported that the cost price of the new uniform wide brim hat is \$10.75; the retail price, in the shops, for the same style hat is around \$20. Previously mentioned benefits of this hat style is the sun safe wide brim and the elastic adjustability meaning different sizes will not need to be stocked.
- P&C previously voted on a selling price of \$10 for the new hat. Sarah Cusack reported that the previous quotes from supplier did not include GST which tipped the price over \$10 and would mean the shop would sell them at a loss. There is the potential to cover the loss by profit gains from other products however the problem is that there is no other product that we sell as much of.
- Nerilee Russell asked if we can make the selling cost of the new hat \$12.50. Carla Drake-Brockman replied that the P&C have previously identified an aim to minimise cash handling at the school administration office for cash sales of hats.
- Helen Fiebig reminded the P&C that price set for any uniform item, sold by the P&C, is to be decided on at the discretion of the P&C only.
- Selling the one item at a cash purchase price of \$15 and at a QKR credit purchase price of \$12.50 voted not acceptable practice.
- Selling two different styles of hat not recommended by Helen Fiebig.
- The old style hat will continue to be sold at its current cheaper price until all stock sold.

Motion to set the sale price of the new uniform hat at \$15 by Sarah Cusack

Seconded: Taya Connelly

Motion Passed

8. Fundraising – Carla Drake-Brockman

SUB-COMMITTEE:	Fundraising
DATE:	09/06/2021
PREPARED BY:	Carla DB

FOLLOW UP ON ITEMS FROM PREVIOUS P&C MEETING:

Mother's Day Stall & Raffle

These were a great success with lots of positive feedback about the quality of items. We sold a total of 485 gifts and 254 tickets. Total profits for the events were \$1427.74 and \$489.25. I would like to thank the volunteers that helped us on the day those businesses that donated towards the raffle. We had donations from:

- Miss Maud voucher – lunch for two
- Hair By Gemma Voucher
- Lashes by Aimee Voucher
- Nikita's Beauty, Massage & Skin Therapy

Disco

We sold a total of 216 tickets. It was a great disco and Nerilee, Jason, Tash and all the volunteers did a fabulous job! Again lots of positive feedback.

All funds are for Canteen so I do not have a full financial report.

SciTech

Is underway. Ticket sales are currently at 153 Tickets sold.

Qkr sales for Pizza opened last night. Pizza will be sold at \$1 above cost (\$9 Value Range, \$11 Traditional) with no delivery fee.

Alcohol, Tea, Coffee, Lollies and chocolate will also be available for purchase on the night.

ITEMS FOR THIS MEETING AGENDA:

SciTech costs/funds required.

Item	Quantity	Cost	Expected Sales	Expected Profit	
Tea	50	\$7.00	30	\$23.00	
Coke No sugar	24	\$31.30	36	\$4.70	
Lemonade	24	\$24.10	36	\$11.90	
Juice	102	\$76.50	\$153.00	\$76.50	
Milk	4	\$3.75	0	-\$3.75	
Ice	5	\$22.50	0	-\$22.50	
Cups	60	\$27.00	0	-\$27.00	
Wine Glasses	120	\$36.00	0	-\$36.00	
Freddo	72	\$29.95	\$72	\$42.05	
Chuppa Chup	100	\$26.95	50	\$23.05	
Killer Python	?	13.75	?	?	
Prosecco	10	150	560	410	Based on 100ml
White	6	90	240	150	Based on 150ml
Red 1	7	105	280	175	Based on 150ml
Red 2	7	105	280	175	Based on 150ml
Beer	4	205.7	768	562.3	
Total		\$954.50	2505	\$501.95	

FOR APPROVAL: Cutest Pet Competition to Run Early Term 3 +/- July school Holidays				
FINANCIAL: (reconciliation or figures must be reported to the P&C Treasurer prior to P&C meeting)				
Profit		Earnings		Cost
5/03/21	Twilight Picnic	\$0.00	\$460.00	-\$460.00
20/03/21	Bunnings Sausage Sizzle	\$3,154.10	\$1,823.66	\$1,330.44
24/03/21	Easter Hot Cross Bun Drive	\$433.50	\$331.50	\$102.00
1/04/21	Easter Raffle	\$1,097.00	\$71.77	\$1,025.23
4/05/21	Mother's Day Stall	\$2,425.00	\$997.26	\$1,427.74
7/05/21	Mother's Day Raffle	\$508.00	\$18.75	\$489.25
18/06/21	SciTech		\$314.50	-\$314.50
Total		\$7,617.60	\$4,017.44	\$3,600.16
FUNDS REQUIRED:				
<ul style="list-style-type: none"> Motion for approval of \$1000 budget for SciTech purchases as outlined above. 				

Motion to allow a budget of \$1,000 for purchases outlined for SciTech event by Carla Drake-Brockman

Seconded: Sarah Cusack

Motion Passed

Motion to accept the Fundraising Coordinator's Report to Meeting Minutes by Sarah Cusack

Seconded: Aimee Jorgeson

Motion Passed

DISCUSSION:

- Quantities of drinks purchased are based on previous SciTech event figures
- There are some drinks like Coke that we have stock of already so low purchase quantities are reflective of this.
- Carla Drake-Brockman donating coffee.
- Legally the P&C have to provide free water as we are selling alcohol. The plan is to purchase 10L large water dispensers at a cost of \$4 each. Water has been accidentally left out of costs but will not be a significant deviation from budget.
- Fundraising Committee decided against running Levi Eggs as a fundraiser this year as too much happening already
- Discussion around the running of the Cutest Pet competition again. Thinking of running over the school holidays.
- Consideration of an alternative idea, put forward by Helen Fiebig, of running a Craft Bag Invention Competition. Involves selling bags of craft donations for kids to make something over the school holidays and entering their creation for a prize.

9. School Banking – Nil to report.

10. Aboriginal Cultural Advisory – Carol Michie

- Many important dates recently.
- Reconciliation week, Mabo Day the Long Walk, the Dreamtime AFL game.
- Reconciliation week theme 2021 was "More than a word. Reconciliation takes action."
- What we want as an Aboriginal nation. Our nation. Is for those important dates to become part of the fabric of Australia and it starts with teaching our kids.
- NAIDOC Week 2021 theme is "Heal our country. Heal our Nation."
 - This is hard concept to put across to the rest of Australia, how important Country is to our mob. It is. It is really important. It all links into reconciliation as well. How we walk together.

- Greg and Dr Noel Nannup are coming in for a school incursion during NAIDOC week 2021. They are both Noongar people who know the history of this Whadjuk Boodjar very well and speak the language. It is a privilege to have them come in to speak to the kids.
- I will be in two mornings during NAIDOC week 2021 to try to explain to the kids how Country is important to us. And our connection to Country. I think a lot of people always think we just go back to the dream time but I want to give an understanding of how we are connected to it now. And how it still is important.
- Big Dinosaur fossil found in Queensland being reported as up to 65 million years old. Which everyone is quite happy to take on board. Can we just remember our people have been here for over 60,000 years which sometimes people find hard to take on board. Will try to give the kids some perspective on time and everyone's history to hold.
- NAIDOC week 2021 is over the school holidays and there are a lot of free events around Perth that are worth getting your family and kids out to participate in.

Motion to accept the Aboriginal Cultural Advisory Report to Meeting Minutes by Sarah Cusack

Seconded: Aimee Jorgeson

Motion Passed

DISCUSSION:

- Helen Fiebig reported that the Reconciliation week and Mabo Day were acknowledged at the recent school assembly and in the last school newsletter.
- Sarah Cusack gave feedback that the "snake exercise" given at last year's NAIDOC presentation by Carol Michie was very helpful in helping understand the difference between 200 years of history and 60,000 years of time.
- Sarah Cusack invited Carol Michie to inform the P&C of any NAIDOC events or messages to put up on P&C Facebook page to promote involvement.
- Carol Michie recounted her experience during the Long Walk 2021 for the P&C.
 - Over 10,000 people participated in it and over 1.5 hours of activities preceded the game.

11. School Board – Clare Pring

- At the recent School Board it was discussed how the current school homework policy is not reflective of what actually happens. Helen Fiebig presented outcomes showing the adoption of homework practice is not representing an academic gain in primary school years (below year level 5). The policy is being looked at again and more current draft policy will be presented at the next School Board meeting.
- New School Board members are commencing next week.

12. Graduation Committee – Submitted by Julia Boardman, read by Taya Connelly

FEES -Grad payments (\$100 per child) were due by 31 May – an early date to try not to clash with possible camp payment. As of that date we still needed to chase up 15 families. Going to start sending out personal email/text reminders from next week.

TILES –Have touched base with Ms Reeves and work on Graduation tiles has begun in class. She has ordered the required tiles with another school order so just waiting on invoice to be passed on.

GIFTS- waiting on some ideas from school as to a suitable gift to present – was thinking possibly another chair for library as had heard how popular it was.

GRAD EVENT – Still looking into this but thinking of possibly moving it from the Tuesday night to the Wednesday night. Still looking into possible venues for first part of event followed by a picnic with games and catering – in beginning stages of discussion.

Morning Tea after Graduation ceremony (current format) is still the committee's preferred format and any possible changes to this format to be discussed and implemented before new Grad committee is formed for 2022. It is felt this is a real community celebration of the kid's journey and parents would still like to be involved.

GRAD BOOKS – Photos are being collected and pages drafted. Current costing is \$30 per student (covered by Grad fees)

FUNDRAISING - we would like to request permission to run a whole school fundraiser – selling small lolly bag for \$1 after school in undercover area on either Friday 25th June (wk. 9 – after lightening carnival) or Friday 2nd July (last day of term - although also Yr. 6 PJ day).

Motion to accept the Graduation Co-ordinator's Report to Meeting Minutes by Sarah Cusack

Seconded: Carla Drake-Brockman

Motion Passed

DISCUSSION:

- Helen Fiebig will ask staff about suitable end of year gifts.
- Carla Drake-Brockman reminded the P&C the gifts should be something accessible all students at all times.
- Helen Fiebig reminded the P&C that as Glendale is a "Healthy Eating School" the selling of alternatives like bags of Popcorn or low sugar popsicles would be preferred over selling lolly bags.
- It was agreed that any day where fundraising sales occur, after school, would be best suited on a Monday to Thursday, which are not canteen spending days. Additionally the last day of term is Pyjama day where kids are to bring in coins to participate. Additional coins for spending after school was thought to be a little too confusing.

14. Social Media

- Julia Boardman added the P&C president, Sarah Cusack, to the Facebook page Administration.

15. General Business

15.1 Request for Project Application funding for VOICE signs up to a cost of \$1,500- Helen Fiebig

- In follow up on the minutes from the last meeting
- Quote for \$1061 for printing the 5 VOICE signs. This does not include artwork which we would need to source.
- Repeat of application form attached.

DISCUSSION:

- Concern that the singular letter such as a 'V' will result in the building being called the "V Block."
- Taya Connelly voiced concern that the project did not appear to directly benefit the children.
- Agreed that it would be visually appealing to see the art work of the children.
- Helen Fiebig will follow up in trying to make some mock up designs for consideration from the P&C in ongoing discussion around the project
- Kelly Leonard happy to see if her sign printing contact can help with project costs.

Motion to approve funding support of \$1,500 for the VOICE Sign Project on condition that the P&C approve the final artwork used by Sarah Cusack

Seconded: Carol Michie

Motion Passed

15.2 Request for Project Application funding to support the WAGSM \$1,400 – Jenny Graham and Matt Sharp. Application form attached.

Motion to approve the funding support of \$1,400 for the Project Application to support the WAMSE performance in August by Sarah Cusack

Seconded: Clare Pring

Motion Passed

15.3 Claire Pusch requested for Helen Fiebig to follow up with cleaner about observed mould on kids drink fountains. Helen Fiebig happy to follow up on this.

- 15.4 Carol Michie asked about recent events near Keiki Early Learning where reportedly distasteful behaviour was observed of some Glendale students. Helen Fiebig assured the P&C that all parents of the students involved have been contacted and the matter has been dealt with appropriately.

Meeting Closed 8:50pm

GLENDALDE PRIMARY SCHOOL P&C PROJECT APPLICATION FORM



School staff: Please discuss your project application with the Principal obtain approval.

Project Name:
WA Government Music Society Concert (WAGSM)
Project contact person:
Jenny Graham and Matt Sharp
Please describe your project:
We are requesting funds to purchase a synthesiser and fabric for dance costumes initially for the WAGSM Concert at the Crown theatre on August 10 th which will involve up to 60 children from GPS. These synthesiser and costumes will also be used for future music, dance and band programs. The songs in the medley being performed need a synthesiser which is a musical instrument that looks like a keyboard but has the additional function of making sounds that mimic other instruments and unique sounds that basic keyboards can't. The songs 'Jump' and 'We Will Rock You', need a synthesiser to be effective. To cater for more students being involved this year, the fabric will be used to make new dance costumes to match costumes already in the school that were used in a previous performance.
Please describe how your project will benefit Glendale PS students and the school:
Glendale PS students have been performing at the WAGSM Concert for approximately 10 years it has become a tradition that interested students look forward to. The WAGSM Concert promotes the school's music program and also benefits the children giving them a professional venue in which to perform. This develops not only their skills in the performing arts but through rehearsal and performance the values of teamwork, persistence and risk taking. The children also grow in confidence as they publicly perform to others outside the school and get to experience the workings of a real theatre both backstage and as an audience member.
Please describe how your project encompasses our school vision of Giving a VOICE (Valuing, Openness, Including, Collaborating, Engaging) to all:
The performing arts in nature encompasses all that VOICE stand for as children collaborate to put together a group performance, include all students in the group as they value the contribution of others and participate in an engaging program getting ready for the final goal of performing to a large audience in a theatre. It certainly engages all the children involved in refining their performance to a high standard.
Funds requested (if possible, please provide quotes, contact details etc. to ensure value for money and quality assurance):
\$1,400 Synthesiser - \$1,050 (quote attached) material (\$350) approx. cost
Have you pursued other avenues for funding? (If yes, please provide details)
No

To allow us to determine the urgency of your project, please choose from the following:

1. This project is not time bound ☐
2. This project would need to be funded within 12 months ☐
3. This project needs to be funded urgently (please provide a reason) **x- this is urgent**

Does your project meet any of the following? If yes please provide a description:

Project outcomes	Tick	Describe how your project meets the outcome
Literacy		
Science, Technology, Engineering & Maths		
Indigenous Culture		
Other curriculum areas	✓	The Arts for Music (band and choir) and Dance,
Community partnerships	✓	It is a fabulous way to promote the students and school to a wider education community and to raise the reputation of GPS. GPS parents get involved in making the costumes.
Positive wellbeing	✓	A performance of this standard and at such a large venue with an audience of over 3,000, provides all the students with a sense of high achievement and success that is inclusive of some children who may not be academic or sporty. The performance also develops teamwork, persistence and risk taking.
Improved equipment, resources and supplies	✓	The costumes and synthesiser will be used in lessons and other performances in the future.
School improvements		
Other		

Please submit your completed project form to the Principal or P&C President to take to the next P&C Meeting for due consideration.

Thank you for your application.

FABRIC:

Reg: \$33 per metre
VIP \$23.10 per metre

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Quotation 351869

A.B.N. 61 219 644 311

Contact		Date	18-May-2021
Mobile		Account #	
Sales Rep	MATT FOX	Loc	WGA

Quote To :

Glendale Primary School
0408811399
Alexander Heights

Deliver To :

Alexander Heights

Code	Description	Qty	RRP	Your Price	Linetotal
JUNODS61	Roland JUNO-DS61 Synthesizer Mobile Synth (JUNODS61)	1	\$1,429.00	\$1,199.00	\$1,199.00

Details for Direct Payment:

Bank Name: NAB
Account Name: Mega Music Australia Pty Ltd ATF The KV
Account no: BSB: 086-136 ACC: 184740440

Total RRP	\$1,429.00
Your Price (ex GST)	\$1,090.00
GST	\$109.00
Your Price (Inc GST)	\$1,199.00

MYAREE (08) 9330 2777 95 North Lake Rd, Myaree, 6154	MEGAMUSICONLINE.COM.AU	WANGARA (08) 9408 1236 5/32 Prindiville Dr, Wangara, 6065
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GLENDALE PRIMARY SCHOOL P&C **PROJECT APPLICATION FORM**



School staff: Please discuss your project application with the Principal obtain approval.

Project Name:
5 signs to promote the school vision around the school.
Project contact person:
Helen Fiebig on behalf of the Health and Wellbeing Committee
Please describe your project:
<p>5 x single sided printed metal signs, 1m wide by 0.5m high to be fixed to the outside of each teaching block and the library or admin building to promote the school vision:</p> <p>Glendale Primary School, A learning community giving a VOICE to all.</p> <p>Each sign would feature one letter from the VOICE acronym and children's artwork to demonstrate what that letter stands for:</p> <p>V = Valuing, which is demonstrated by valuing each other, our individuality and our efforts in education. This is done through showing respect, encouraging independence, trying, supporting each other and celebrating success.</p> <p>O = Openness, which is demonstrated by being open in communication, relationships and knowledge. This is shown by listening to each other, being honest, building trust by how we act and speak, and by being accountable.</p> <p>I = Including, which is demonstrated by providing equality of opportunities for all. We do this by embracing diversity, adapting to suit the need, participating, ensuring there is a safe culture to speak up, and that we work to our strengths.</p> <p>C = Collaborating, which is demonstrated by building a culture of excellence. We do this by working together and sharing ideas, solving conflict, exploring solutions, and regular reflection and growth.</p> <p>E = Engaging, which is demonstrated by working together with students, families, staff, the community and the environment. We do this by encouraging curiosity, enthusiasm and providing opportunities to connect.</p>
Please describe how your project will benefit Glendale PS students and the school:
<ul style="list-style-type: none"> ✓ In order for the staff, students and families to better know and understand the school vision. ✓ The signs will complement the current focus on the school vision being used as a screen background for all school computers, in the annual reports and VOICE awards at the end of the year. ✓ Students will be asked to design artwork for the signs with work selected, which will assist students to talk about and understand the school vision and what it stands for.
Please describe how your project encompasses our school values of VOICE – Valuing, Openness, Including, Collaborating, Engaging:
As above
Funds requested (if possible, please provide quotes, contact details etc. to ensure value for money and quality assurance):

No quotes available at this time, but it is estimated that there would be a cost of approximately \$1,000 - \$1,500.

Have you pursued other avenues for funding? (If yes, please provide details)

Not yet. I will be getting three quotes and speaking to people to see what the various quality of signs are suitable for.

To allow us to determine the urgency of your project, please choose from the following:

- 4. This project is not time bound ☐
- 5. **This project would need to be funded within 12 months** ☐
- 6. This project needs to be funded urgently (please provide a reason) ☐

Does your project meet any of the following? If yes please provide a description:

Project outcomes	Tick	Describe how your project meets the outcome
Literacy		
Science, Technology, Engineering & Maths		
Indigenous Culture		
Other curriculum areas		
Community partnerships	✓	The signs indicate to all visitors that the school vision is inclusive of the whole community.
Positive wellbeing	✓	<ul style="list-style-type: none">✓ This is to promote the positive messages of behaviours and values that the community is encouraging of each person associated with the school.✓ By using the current children's artwork there will be a lot of pride in the signs.✓ By involving as many classes as possible in designing possible posters to be used all children will be aware of what the VOICE values stand for.
Improved equipment, resources and supplies		
School improvements	✓	<ul style="list-style-type: none">✓ Having a sign on each teaching block and the admin will promote the school vision to all visitors and students on an ongoing basis.✓ The signs help to establish the culture that we are promoting at Glendale PS.

Please submit your completed project form to the Principal or P&C President to take to the next P&C Meeting for due consideration.

Thank you for your application.