

# Meeting Agenda

Glendale Primary School P&C Association

Wednesday 3rd August 2022 - Glendale Primary, Meeting opened:



## **Apologies: Acknowledgement of Country**

"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 in 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."

**Attendees: Aimee Jorgeson, Carla Drake-Brockman, Nerilee Russell, Helen Fiebig, Julia Boardman, Claire Pusch, Pina Wright, Kelly Leonard and Kelly Smith**

**Apologies: Sarah Cusack, Adam Panizza**

## **Past Minutes**

Minutes from last meeting are yet to be distributed.

## **ITEMS**

### **General Business:**

Aimee requested to have move the date of the P&C meetings to a Monday night instead of Wednesdays due to Sarah and Pina not being available on Wednesdays. Pina will then take the role of secretary.

Motion to move the date of the P&C meeting to Mondays instead of Wednesdays at 7pm.

Motioned by: Aimee

Seconded: Kelly

### **1. President's Report**

No Presidents report provided

### **2. Vice President**

No Vice Presidents report provided

### 3. Principal's Report

School currently searching for someone to lay the bricks. Will put a call out to see if someone will donate their time. Around 5sqm of bricks to be laid.

Helen requested that the profit from the bricks go towards the flag-pole. Profit = \$2,339.50.

Helen confirming the costs of the flag-pole and will put to the exec committee for approval.

New sun shelters are needed for sports day carnival as one is damaged. Cost = \$366.99 for a gazebo. Aimee to put to Exec Committee to purchase the gazebo.

Helen has asked teachers to promote P&C to parents/carers.

Motion to accept Principal Report: Nerillee

Second: Aimee.

### 4. Treasurer's Report

Glendale P&C Available Balance Report		
Date: 31st July 2022		
<b>Bank Balances</b>		
Bankwest Zero Account		\$13,132.25
Bankwest Telenet Saver account		\$35,007.94
Bankwest Debit Card		\$3,267.83
<b>Total</b>		<b>\$51,408.02</b>
<b>Less liabilities</b>		
Superannuation		\$824.13
ATO PAYG		\$962.00
Accounts payable		\$430.12
		<b>\$2,216.25</b>
<b>Add assets</b>		
Unallocated Deposits		\$0.00
		<b>\$0.00</b>
<b>Less Specific Purpose Funds</b>		
Graduation Fees		\$1,635.46
Glendale Contributions		\$0.00
		<b>\$1,635.46</b>
<b>Net available bank balance</b>		<b>\$47,556.31</b>

Motioned to accept finance report: Aimee  
Seconded: Julia

## **5. Secretary's Report**

Nothing to report.

## **6. Canteen Report**

Prices went up this term slightly due to inflation. Still doing plenty of orders.

Disco put off till next term.

Nerilee would like to purchase Disco lights \$500 for the disco to provide further lighting. To be put in an email to exec committee.

Edu Dance - Potential Pasta Night by Italian Chef. Nerilee will confirm with Exec committee once confirmed

Sport Day - Fete Boxes for consideration for kids. Still having cakes and warm food for adults. Coffee Van to be back again.

Nerilee has received slicer and an extra stainless-steel bench

Motion to accept Canteen Report: Clare

Second: Julia

## **7. Uniform Shop**

Had major issues with our polo shirt supplier. They have had serious delays, unlikely anything to do with Covid, which I'm very disappointed with. However, stuck with them for foreseeable future unless we are willing to look at another substantial price increase or changing quality of fabric and changing style of faction shirts as previously discussed.

Still no news on our new hat stock to replace the stock they sent with faulty toggles. Will be following up with this supplier soon for hats and to order more zip jackets and track pants. Despite ordering what I thought would be enough for this year and the beginning of next, sales have far superseded expectations and we have already almost sold out of our smaller sizes in both.

We are also completely out of stock of all the smaller sizes of dresses and I am waiting to hear back from the supplier for lead time on next order to hopefully have in time before the warmer weather hits.

So whilst we have been very low on stock the past term or so this is reflective of our sales far exceeding any of our previous sales quantities.

Things were a bit rocky for the start of term with the supplier letting us down and school photo days, but we managed to accommodate with a rack of shirts available for the pictures. New stock for polos, skorts and shorts will be available as soon as they have been loaded to qkr. Will put up FB and connect notice once this has been done.

Should be enough faction shirts in all sizes available leading up to sports carnival.

Emma Scanlan-Brown continues to be amazing with her support packing the weekly orders and delivering them to classrooms and she will be up and running again this term as soon as qkr has been updated and notices put out.

Honestly struggling to keep up with uniform shop responsibilities at the moment and would be good to find someone else who could help support with the supplier/ordering and fb posts side of things!

Motion accepted Uniform Report: Julia

Second: Claire

## **8. School Board**

No report provided.

## **9. Fundraising**

Father's Day Stall - Kelly will confirm with Exec committee to approve funds to purchase gifts.

Scitech - Confirmed for 19th August. Acknowledgement of the Pupil Free Day. Flyers out tomorrow. Liquor License applied for. Waiting for approval. Dominoes Pizza has been contacted. Family Discounted price in place. Looking at another food option.

WA Day Photo Comp - Raised \$165. Good result and happy with outcome.

Motion to move Fundraising Report: Claire

Second: Julia

## **10. Graduation Committee**

We are in the process of the following:

Chasing up grad fee \$100 payments. Only received 15 out of 29.

Grad book is coming together. We have all the kids photos from the parents. It will be slowly fill with the upcoming sports events, Edu dance etc

We are getting prices on school gift ideas.

Looking and pricing end of year graduation activity with our budget.

Motion to accept Graduation committee Report: Julia

Second: Carla

#### **11. Aboriginal Cultural Advisory -**

No report provided. Position currently available. No current commitments. Aimee will follow up at next meeting to provide update on any contenders.

#### **14. Social Media**

Julia has had to block a few people due to odd people joining not related to the school. Small issue with kids' faces being posted. 281 members. Reminder at kids carnival to not post kids faces. Clare suggested a pinned post for when events happen. Used predominantly for communication. There's a lot of queries about school photos. Perhaps more information around the timetable in future. New guidelines and rules to be developed by Claire ready for next meeting. Nerissa removed from admin for social media and Aimee added. Now 4 administration roles on Facebook.

Motion to move Social Media Update: Nerlee

Second: Aimee

#### **15. General Business**

##### **To add to agenda for next meeting:**

Confirm whether charity payments have been cancelled with Adam.

**Meeting closed at 8.07pm.**