



Meeting Minutes

Glendale Primary School P&C Association

Monday 13th February 2023 - Glendale Primary,

Meeting opened: 7:04pm

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."

Past Minutes

Motion to accept the minutes of the last meeting as a true and accurate;

Motion by: Carla

Seconded: Aimee

Attendees: Aimee, Kelly, Nerilee, Amy, Helen, Michele, Adam, Petra, Rhonda, Samara, Gemma Jones, Carla, Sarah, Pina

Apologies: Claire, Julia, Kat, Kelly, Hiroko, Sarah, Laura, Rachel, Bonnie, Nerissa, Anika, Taya, Josie and Nicole

General Business:

Minutes for the 5/9 were sent out and we just need people to read them and get them approved.

1. President's Report

Nothing to report

Business arriving from previous minutes to be motioned:

Nothing

Executive Committee approvals were given to:

Uniform orders (About \$15,000)

2. Vice President -

Nothing to report

3. Principal's Report

I just want to welcome everyone back to the P and C new and old members. Thank you to Sarah and Aimee for leading the P and C last year with the assistance with a really strong band of volunteers which is good to see.

At present we have 313 students in the school population which keeps us very stable, we always stay at the 315 mark. All classes have got on to a really smooth start and all teachers are appointed to their classrooms and are here for the year subject to pregnancies and things like that.

Congratulations to Kelly and Carla for a fantastic end of year Christmas event so thanks girls for a big effort. It went off very well, I only saw it at the end when I came, certainly all the reports from the kids were excited about the foam and everything. The clean up and locking up went very smoothly so thank you girls and for the plan that is going into Fridays event. My understanding is that the brick paving is waiting on the engraving of 1 or 2 damaged bricks and that a contractor has been selected by Louise. I have asked for all dark bricks and I thought I would just explain why. Because we have the bore staining anything light on the ground is just going to, you are going to lose it and then you will lose any of the engraving so at least if it starts off dark it's not going to get any worse.

I also wanted to bring the p and c members attention that we do project applications from the staff or admin for funds from the p and c. As you are the p and c, you can put in applications as well so as a p and c if you want to fund an incursion (at my previous school the p and c used to fund an author every year to talk to the kids or an incursion that is linking to math's or reading which are our priorities. A well being as we are focusing on respect, those things will be fantastic.) The money is there to be spent by the p and c, it doesn't just have to come from us so please think about it as a group about what you might want to fund as well.

Everything has been approved for the welcome to school picnic for Friday night, Thank you to Carla and Kelly as well.

I am looking forward to a really productive year with the p and c and achieve great things with the students.

Carla mentioned that she thinks the bricks have been finished so that they may be able to pick them up tomorrow. Carla just needs to swap out the damaged bricks with the new bricks.

Helen will let Louise know.

Carla confirmed that the staff development day on the 17th March is no longer happening.

Motioned: Carla

Second: Aimee

4. Treasurer's Report

Glendale P&C Available Balance Report		
Date: 13th February 2023		
Bank Balances		
Bankwest Zero Account		\$11,010.81
Bankwest Telenet Saver account		\$30,148.86
Bankwest Debit Card		\$2,244.96
Total		\$43,404.63
Less liabilities		
Wages		\$0.00
Superannuation		\$50.92
ATO PAYG		\$44.00
Accounts payable		\$78.46
		\$173.38
Add assets		
Unallocated Deposits		\$0.00
		\$0.00
Less Specific Purpose Funds		
Graduation Fees		\$0.00
Glendale Contributions		\$5,300.00
		\$5,300.00
Net available bank balance		\$37,931.25
Accounts		
Account Name	Account Number	Balance
BUSINESS TELENET SAVER	302-162 0366517	\$30,148.86
BUSINESS DEBIT CARD	302-162 1834622	\$2,244.96
BUSINESS ZERO TRANSACTION ACCT	306-074 4165306	\$11,010.81
Profit and loss report		
Cash mode		
01 Jan 2023 - 12 Feb 2023		
Generated 12 Feb 2023 15:11:57		
	Total	

4-0000	Income		
4-2400	Sales - Uniform	3,235.50	
4-2600	Sales - Canteen	2,488.20	
4-2700	Fundraising Income	345.00	
4-2800	Graduation Income	1,014.00	
	Total Income	7,082.70	
5-0000	Cost of Sales		
5-2800	Purchases - Uniforms	7,389.60	
5-2900	Purchases - Fundraising	-200.00	
5-3000	Purchases - Canteen	2,082.82	
	Total Cost of Sales	9,272.42	
	Gross Profit	-2,189.72	
6-0000	Expense		
6-1400	Bank charges	156.12	
6-1600	Computer Expenses	84.54	
6-5400	Superannuation expense	50.92	
6-6200	Wages & salaries	484.92	
	Total Expense	776.50	
	Operating Profit	-2,966.22	
8-0000	Other Income		
8-1201	Interest Income - Telenet Saver	56.14	
8-1300	Miscellaneous Income	18.40	
	Total Other Income	74.54	
	Net Profit	-2,891.68	

Motioned: Michelle

Seconded: Carla

5. Secretary's Report

This is my last meeting for Glendale as I no longer have kids at the school.

2 people have requested to be removed from the email list. Can you please let me know who is going to be sending out the AGM agenda so that I may pass on these emails to them.

Thank you to the P and C for all the support and I wish you all the very best for the future.

Carla will send out the AGM agenda, Pina to forward list to Carla.

Motioned: Nerilee

Seconded: Aimee

6. Canteen Report

Last year finished off well, we did some afternoon snacks for the Year 6's before they went off to Lazer Tag.

We didn't do a stall at the Christmas night, but I hear everyone had a great night.

Not much to report yet,

Week 1 we did 25 orders on Wednesday and 95 Friday.

Week 2 was busier with 140 on Friday.

Prices have unfortunately had to go up slightly, ice creams haven't yet but they will be going up in the next couple of weeks.

Thanks to Nat for organising and setting up the volunteer roster on the facebook page, it is slowly filling.

Canteen will do a sausage sizzle and drinks for the welcome to school picnic night.

Carla had lots of good feedback from the Pre Primary and Kindy parents regarding the Bluey Box.

Nerilee introduced a Bluey Box just for the Kindy and Pre Primary kids. Nerilee couldn't get the Bluey yoghurt but she managed to get them now. The Bluey Box is a yoghurt, fruit, finger sandwiches with crust off and biscuits and cheese sticks.

Motioned: Pina

Seconded: Sarah

7. Uniform Shop

We have stock of everything now except the polo shirts, Sarah has ordered what she thought would be half (about 350) but when she sent out the executive email (supplier thought she had 600 shirts worth of fabric). The supplier came back and said that's all the fabric used up so Sarah is just waiting to hear from them. She just order stuff in one order so and then we are going to have to look at something else or the price is just going to keep on going up on the faction shirts. Maybe we can put it out to the school community or brainstorm between the p and c and the school board. Sarah said maybe just do one plain colour shirt for factions as that's what other schools have (1 plain solid colour with the school logo on it). At the moment the faction shirt is predominant the same colour as the polo shirt so it can be worn everyday so the school board will have to decide moving forward (if we are going to decide to go one colour then will it be ok for the kids to wear them everyday, only on sports day or just on sports faction day.)

We should be able to get the polo shirts off the shelf, it may not be the same fabric and we may go down the same line as we have gone down before where people have complained about the quality but there is not much we can do.

Sarah will get prices from various suppliers like she has done before, if we are getting them off the shelf Sarah will put it out to different suppliers and see what she can get. There is no change in the main polo except we possibly will change the quality in the fabric.

Emma is still happy to do the orders once a week.

People can try on uniforms up in admin and we have stock so it should be ok and cover everyone that is waiting.

Helen mentioned maybe a new supplier of new shirt all together, Carla said maybe a new design. Helen will take these

ideas to the school board next week.

Motioned: Nerilee

Seconded: Aimee

8. School Board

Sun Safe Policy that was going to the staff and they have accepted it the way it is. Sunscreen is out in the classrooms. It was Carlas initiative, so thank you Carla.

Motioned: Aimee

Seconded: Carla

9. Fundraising

Recap on 2022 – Last year we didn't have a welcome to school or a bunnings sausage sizzle so there were no funds from that. We did the Easter hot cross buns, Easter raffle, Mothers day stall, Mothers day raffle, election day bbq, wai day photo comp, scitech, fathers day stall, fathers day raffle, christmas cakes and tarts, christmas family night and raffle and no entertainment book. Total profit last year was \$7,437.81. Kelly thanked everyone who helped out during the year with volunteering with everything.

Valentine's Day – Kelly had a thought to send a little love letter from the p and c to try and do a little recruitment drive potentially so it's not a fundraising thing, there is no money spent. Everyone on the p and c agreed so Kelly will send out to everyone tomorrow.

Welcome Picnic – Friday 5 to 7, will be just out between the canteen and kindy. Nerilee will be doing sausage sizzle and drinks, Wallys tacos (Mexican style food), Lady Bee (Ice cream van which we had at the christmas night). Chris Morgan who is the owner of Care for Kids (is letting us borrow their giant connect 4, giant shape things that kids can connect and make cubby houses – no giant jenga as kids got injured 2 years ago). We will have a pa that can play some music and just say thank you for being here and that it's been put on by the p and c. Nerilee will supply a bubble machine.

Easter – Hot cross buns, Easter raffle (Ruth will be doing the whole event), Hat parade (Wednesday 29th March, Week 9)

Mother's Day – Everything has gone up in price, maybe we need to do \$10 gifts and \$5. Maybe do a pre purchase or pre order. Kelly can mark on the envelope to clearly mark what the money is to spend on \$5 or \$10 gifts ect. Maybe a poll will be sent out that who will be willing to pay \$10 for a present.

Carla asked this years Graduation group if they wanted to do a sausage sizzle as fundraising doesn't want to do one this term. They have said yes so Carla will contact the lady and get back to them. Carla mentioned that they need to advertise what they are fundraising for, whether its for year 6 graduation or under the year 6 banner so you can use for anything.

Motioned: Nerilee

Seconded: Aimee

10. Graduation Committee

Turned out ok, it was a bit of a rough and bumpy road.

We had a donation at the end, we didn't have enough at the start then ended up with extra money.

4th Term – they had morning tea, a activity, extra money so we got a photo booth for the morning tea (kids and parents loved it.)

They went to Lazer Tag – they were contained in 1 spot and no one was late being picked up.

There was money left over about \$168 so we can pass onto this year's graduation committee.

Nerilee did the food for the afternoon tea, we need to pay

Nerilee \$100.

There is a refund to do.

Motioned: Nerilee

Seconded: Aimee

11. Aboriginal Cultural Advisory

Nothing to report

12. Book Club

Issue one is out now.

School Rewards have dropped from 20% to 15% of total sales. Scholastic said this is due to increased production / distribution costs.

13. Social Media

Added quite a few people. After the AGM we will be deleting people who have left the school ect. Carla had a idea to put up a post on the Facebook page – volunteers versus paid members and different positions. We have a goal of 1 post per week.

Motioned: Pina

Seconded: Nerilee

14. General Business

2x Project applications which are attached: One is a Pottery Wheel for \$1,600, this cannot be used by the whole class but maybe selected students (Helen will ask Vanessa for quotes)
Laptop computer for assemblies (from Louise) JB HIFI has one for \$805 with delivery but you take the GST off its \$732.72.
These are both attached.

Executive committee will do a email vote and get back to Helen

Motioned: Carla

Seconded: Nerilee

AGM – 20th March

Meeting Closed: 8:04pm