



**SOUTH PADBURY PRIMARY SCHOOL
P & C ASSOCIATION (INC.)**

**Minutes of the General Meeting of 22nd February 2017
Opened at 7.00 pm in the staff room**

| ITEMS | ACTION (NAMES) |
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| <p>1. Welcome In attendance: Shelley Erkelens, Tia Tutti, Tracey Lamb, Darcie Fricker, Kirstie Leigh, Amanda Duckworth, Nicole Errington, Donna Pinniger, Linley Udy, Rochelle Rhodes, Kirstie Blyth, Michelle Overton, Donna Hudson, David Knox, Sam Granland, Chantelle Martin, Nicola Banister, Jo Pethrick, Melissa Griffin Apologies: Rebekah Watts, Verne Jones</p> | |
| <p>2. Confirmation of Minutes of Previous Meeting 2.1. Resolution: That the minutes of the previous General Meeting of South Padbury Primary School P&C Association on 7th December 2016 be taken as read and confirmed as a true and accurate record. Moved: Tia Tutti Second: Kirstie Blyth</p> | |
| <p>3. Business Arising from Previous Minutes 3.1. None</p> | |
| <p>4. Correspondence: 4.1. Correspondence In: Attached 4.2. Correspondence Out: None</p> | |
| <p>5. Treasurer's Report – attached 5.1. Lots of spending in 2016 with funds still left in account for 2017 5.2. All invoices need to have an expense claim form attached.</p> | |
| <p>6. President's Report 6.1. Great year in 2016 and hope to continue in 2017 6.2. Please consider joining the P&C and get all office bearer positions filled to continue to run</p> | |
| <p>7. Principal's Report - attached</p> | |
| <p>8. Catering Report Nothing to report</p> | |
| <p>9. Uniform Committee 9.1. Good start to the year in sales 9.2. Early purchasing which was encouraged at the end of 2016 reduced the rush in the shop at the start of term. 9.3. More faction shirts need to be ordered – minimum of 40 / colour / order</p> | |
| <p>10. WACSSO Report Nothing to report</p> | |
| <p>11. Safety House Report</p> | |

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| Nothing to report | |
| 12. School Board Report Nothing to report | |
| 13. Book Club Report Nothing to report | |
| 14. General Business 14.1. Fundraising – there can be no spending of funds raised unless the spending is approved and minuted 14.2. Election Day Fair – Parents will be invited to open a stall for the Fair Resolution: Fair book stall to be run by the P&C, the Year 6’s will run the cake stall, sausage sizzle and stall places <p style="text-align: right;">Carried</p> Resolution: The following floats be allocated to Fair day activities: \$200.00 sausage sizzle \$150.00 for each stall \$2000.00 (up to) for the purchase of supplies for the day <p style="text-align: right;">Carried</p> 14.3. Mother’s Day Stall Resolution: \$2000.00 (up to) required to purchase gifts for the Mother’s Day stall <p style="text-align: right;">Carried</p> 14.4. Kiss and Ride – Reminder that parents are not to leave their cars when waiting at kiss and ride. More communication needed to parents regarding kiss and ride, particularly the lower years. 14.5. Office Bearer and Committee Voting President Yet to be filled Vice President Tia Tutti Treasurer Yet to be filled Secretary Tracy Lamb Executive Committee Jo Pethrick Shelley Erkelens Nic Errington Chantelle Martin Book Club Safety House Kirstie Leigh WACSSO Uniform Darcie Fricker Sam Granland Annette O’Regan Canteen | |
| 15. Next Meeting The next General Meeting will be held: 29 th March at 7.00pm in the staff room | |
| Meeting Closed: 8.15pm | |



SOUTH PADBURY
PRIMARY SCHOOL
Pursuit of Knowledge and Friendship

SOUTH PADBURY PRIMARY SCHOOL

INDEPENDENT PUBLIC SCHOOL

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Principal's Report

P&C AGM

20 February 2017

Term 1

With the February census now completed we're in full here at South Padbury. Year 5&6 swimming lessons at Sorrento Beach have begun and all classes are fully operational and functioning. As of Census on February 17 our student enrolment is 374 which is the highest enrolment this school has ever had and is even more remarkable when considering that we lost our Year 7 cohort to High School. Since I started here in 2013 student enrolments are up 27.5% which contrasts against the relative decline in student enrolments in like schools with the decline being largely due to the loss of the Year 7 cohorts. Running parallel to the spike in enrolments has been a spike in our students' educational outcomes, improved financial position and a huge increase in parental and staff satisfaction levels as evidenced by annual ACARA surveys. However, within this environment of change, growth and improvement it's imperative that we never lose focus and keep continually self-reflecting and assessing on the effectiveness of our programs and approaches.

Parking

Parking is a contentious issue at all schools and we're no exemption! While we do send reminders on Tiqbiz about correct parking at the school there are still people leaving their vehicle parked in the kiss n ride zone at the back school entrance while they come in to collect their child. This practice is causing chaos after school by causing massive queues which often means that opposing traffic cannot get through. Please be aware that parking is allowed at the shops for school pickup and do not park in the kiss n ride - it is strictly for drop off and collection purposes.

School Board elections

The school Board requires 4 new parent/community appointees. One of these positions will come from the P&C as a direct appointment. The other 3 will be elected. All parents/caregivers are entitled to vote in this election. Mr Verne Jones, the board's Executive Officer will be the returning officer for the election. We have received 5 nominations for the 3 positions. The nominees are: Debra Gendle, Storm Motohata Pat Magee, Tia Tutti and Tracy Lamb. The election will take place on Thursday 23 February 2017 from 8.30am to 3.30pm in the front office. Ballot forms will be available from the office and the ballot box will also be located in the office. After voting you'll be asked to sign the register so as that all parents/caregivers only vote once. Voting in proxy is not allowable. The successful candidates will be notified in person by the board's Executive Officer Mr Verne Jones and the results will be announced via a Tiqbiz announcement on Friday 24 February 2017.

Communication

A major part of our success stems from the fact that there are clear, uncluttered and two way communication channels that are always open between the home and the school. In our move towards a paperless work and learning environment, the major form of communication is our TIQBIZ app. From my desk, you'll receive very little paperwork per say, but many electronic messages so as that communications between us are immediate and can't be lost in transit. When contacting the school, please always ensure that your first point of call is the person with whom you have the issue with. If contacted over a teacher/staff member, I will always ask if you've contacted that staff member first. If the answer is in the negative, I will always refer you to that staff member directly and only get involved if the issue is either of a serious nature or can't be resolved between the two parties concerned.

Priorities for 2017

1. Protective Behaviours
2. Literacy
3. Numeracy

David Knox

PRINCIPAL

22 February 2017

Correspondence In

| Date | From | Subject | Passed To |
|-------------|---------------------|--|------------------|
| 1 Jan 2017 | Westpac | General account statement #232 | Treasurer |
| 1 Jan 2017 | Westpac | Uniform account statement #233 | Treasurer |
| 1 Jan 2017 | Westpac | Canteen account statement #239 | Treasurer |
| 1 Feb 2017 | Westpac | General account statement #233 | Treasurer |
| 1 Feb 2017 | Westpac | Uniform account statement #234 | Treasurer |
| 1 Feb 2017 | Westpac | Canteen account statement #240 | Treasurer |
| 3 Feb 2017 | WACSSO | State Council Nominations | Foyer |
| 9 Feb 2017 | Cancer Council | Australia's Biggest Morning Tea Registration | Bek Watts |
| 13 Feb 2017 | Felix's DJ Services | Offer of quote | Michelle Overton |
| 22 Feb 2017 | Westpac | Cheque Book | Treasurer |