



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

**Minutes of the General Meeting of 4th August 2020
Opened at 7:00pm in the staff room**

ITEMS	ACTION (NAMES)
<p>1. Welcome In attendance: Amanda Duckworth, Sharon Lake, Leona Liddelow, Tia Tutti, Tasha Donnelly, Hollie Cates, Cara Scudder, Donna McGarry, Skye Walsh, Mel Moffet, Kristal Wilson, Cass Disisto, Tam Kendall, Mike Maxted, Lorraine Ablett, Ninny Grant, Karyn Gower</p> <p>Apologies: Sam Kendell, Ange Dalla Rosa</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 30th June 2020 be taken as read and confirmed as a true and accurate record. As well as Executive Meeting 12th June 2020 Moved: Sharon Lake Second: Tia Tutti</p>	
<p>3. Business Arising from Previous Minutes – Pizza day re-scheduled for Wednesday 26th August (wk. 6) Kindy B. \$500 supplies requested.</p>	<p>Funds approved. Leona to organize.</p>
<p>4. Correspondence: 4.1. Correspondence In: Westpac Bank Statement, School Banking letter, emails regarding tea towel fundraiser, email about booking information regarding function room/hall for events – Covid-19 planning/considerations. 4.2. Correspondence Out: None</p>	
<p>5. President's Report 5.1. Welcome Cass. 5.2. Parking is still an issue. Suggestions to manage include calling ranger to check kiss and ride/street parking; Kindy/PP parents to be reminded of parking options – use Connect to target year groups. Fake parking tickets, no name and shame. Monitor to see if its same parents offending.</p>	<p>Leona/School Admin</p>
<p>6. Treasurer's Report – attached 6.1. Mastercard – Australia Post - funds spent and account closed. 6.2. Petty cash – supplies Father's Day and canteen Uniforms sales \$1,775.50; Tea Towels \$4,020.00; Canteen \$240.40 6.3. Closing Balance \$50,791.33 (Swimming and Edu-Dance invoices yet be received from school and be paid).</p>	
<p>7. School Report – attached 7.1 Issue raised about area outside TA 1&2 – Barren, can anything be done to improve/makes changes? Cass advised to bring the topic to the board for discussion.</p>	

<p>8. Canteen Report –</p> <p>8.1. Wednesday opening won't be happening. Too difficult to arrange parent helpers for two days, another day would just add to that.</p>	
<p>9. Uniform Committee</p> <p>9.1. Scrunchies to be made from old size 12 dresses. West Wear can do \$2.75/scrunchie. Order 60 = \$165inc GST. Sell for \$3.50 each. Request extra \$100 (up to \$200 in total, \$100 approved last meeting).</p> <p>9.2. Round Neck t-shirts in production – halted due to change of logo. It will be the same as what's on the year 6 Graduation shirts. Pricing will stay the same, still screen print same.</p> <p>9.3. Poly/Cotton t-shirt sample to consider for change of faction shirts – two tone colours, main colour would be faction colour with black down the sides. Can do as crew neck, without collar. \$2 extra for two tone colours. Already have colours available, including 'ice blue' school colour. ***<u>All uniform changes must go to the board for discussion and approval.</u></p> <p>9.4. Hold off ordering more faction shirts this year to allow for discussion/approval of possible change. Parents can buy cheap plain coloured shirts in faction colours for the remainder of this year, logo not necessary.</p>	<p>Funds approved. Hollie to arrange.</p>
<p>10. Fundraising Committee Report</p> <p>10.1 Tea Towels – 355 sold. \$5.50 profit per tea towel. Sky blue colour sold better than black.</p> <p>10.2 Wine – ready to go. Flyer needs to go out – need to take kookaburra off. Wine will be available for 3 months.</p> <p>10.3 Fund raising Committee will co-ordinate a meeting time to discuss future planned events.</p>	<p>Cara to help finalise flyer.</p> <p>Leona</p>
<p>11. WACSSO Report –</p> <p>11.1 WACSSO Conference 15th & 16th August. Will be a virtual conference. Free. Email regarding courses/sessions available to attend.</p>	<p>Tia to give to Amanda to forward to members.</p>
<p>12. School Board Report</p> <p>12.1 Next Meeting 19th August, 3:15 – 4:15pm</p>	
<p>13. Book Club Report</p> <p>13.1. Issue 5 is still open until Thursday. Report next meeting. Need help getting notices on Connect to remind parents.</p>	<p>Mel to email messages to Tash/office staff for Connect notice</p>
<p>14. Entertainment Book Report</p> <p>14.1 17 digital memberships (to date) in 2020. I will keep putting posts with discounts on FB to help promote and remind members of their benefits. We have a new account manager however I have not had much contact with her as yet, but they are still in a transition stage with their staffing. If anyone has any questions about the Entertainment Memberships, please contact me directly.</p>	
<p>15. School Banking</p> <p>15.1 Banking is back up and running</p> <p>15.2 Term 1 bankers to get a gift from bank – for continued support.</p> <p>15.3 Have had low numbers to start banking this term</p> <p>15.4 New notice on Connect/Facebook to promote</p> <p>15.5 Trying use of iPad tomorrow</p> <p>15.6 Liv to continue as manager next year. Will need to recruit 2 new helpers.</p>	

<p>16. General Business</p> <p>16.1 Fund Raising –</p> <ul style="list-style-type: none"> School Disco – Cass has given permission to hold disco on school site in undercover area. Week 4, Friday 6th November. Sausage sizzle for catering. Fund raising committee will hold a meeting to further discuss and plan the event. Concerns to consider – Covid restrictions to be considered and managed, too many parents and toilets for children. Book Fair – September 1st, 2nd & 3rd. Will be open for Open Night (3rd). Held in library, will decorate. A request for volunteers to help before and during book fair. Tia will need clean plastic milk bottles for a special arctic project. Covid restrictions to be considered and managed. Father's Day Stall – Tuesday 1st Sept. Kindy A. Thursday 3rd Sept. for Kindy B and remainder of whole school. \$6 price per gift. There are 5 different gift packs to choose from. Raffle will have 3 prize packs. Projected profit approx. \$1000.00 Sports Carnival – Supplies, request \$1000.00 Open Night – Supplies. Request \$2,000 Coffee van for any events – no decision <p>16.2 Special Project – Karen Gower.</p> <ul style="list-style-type: none"> Neighbour to school. The local bush at school around oval is in poor condition, critically endangered banksia woodland. Helping to unlock educational value, encourage school to use/care/conservate area. Request – occasionally to have a large group for busy bees and smaller groups 2-3 weekly to assist e.g., January – watering. Zig Zags offered to help during vacation care in January- thank you! Immediately require help with weeding – within August P&C to check out insurance for helpers, through WACSSO <p>16.3 Year 6 Graduation –</p> <ul style="list-style-type: none"> Parents to organize dinner/event/fun day. Year 6 parents need to get together. School does graduation ceremony at school. P&C contributes up to \$100 per student. <p>16.4 Zig Zags Out of School Care –</p> <ul style="list-style-type: none"> Will be open on school development day (28th August). There is still the ability to get free childcare through MyGov. Struggling families can claim extra benefits. 	<p>Cara/Fund raising Committee</p> <p>Tia</p> <p>Mike</p> <p>Funds approved Leona to co-ordinate Funds approved Leona to co-ordinate</p> <p>Leona/Mike (Dadbury)</p> <p>Leona/Mike (Dadbury)</p> <p>Amanda</p>
<p>17. Next Meeting</p> <p>The next General Meeting will be: Tuesday 8th September 2020 (week 8) 7pm in the staffroom</p>	
<p>Meeting Closed: 8:40pm</p>	

School Report

P&C Meeting 4 August 2020

School Update

We've continued to upgrade areas around the school. The Year 5 and 6 wet area is currently being upgraded; new storage cupboards have been installed. We've added a partition to the middle of the wet area affectively making two teaching areas which often are utilised by small groups of students. We have also purchased a new heater and new mats for this area.

The Kindy enrolment deadline has now passed. We are short of the expected double stream of Kindys for 2021. Kindy students can still enrol and we are hopefully to enrol more before the beginning of next year. We thank parents for being supportive in the local community in regards to encouraging families to enrol at South Padbury.

We have been saddened by the news of the passing of Evey Bouma. Evey had only recently retired as our school cleaner due to poor health. Previous to becoming a school cleaner, Evey was a parent at South Padbury with both her girls attending our school. One of her daughters, Jesse, has also worked as a teacher for short time at South Padbury. We are hoping to create a memorial for her somewhere on the grounds, similar to Romeo's garden near TA3 and TA4.

Cass Disisto the new school Principal thanks everyone in the school community for the warm welcome she has received since arriving at South Padbury PS. First impressions are of a calm and well-kept school with polite and happy students, committed staff who enjoy coming to work and happy parents who value the school and the learning programs. There are efficient structures and processes in place at the school, and there is an expectation that the school Board and P and C operate in a similar manner.

School Events

Over the school holidays Deb and Mrs Williams began marking the lines for our Faction Carnival. Mrs Wiener planning for the Faction Carnival started at the end of last term. She is already starting to teach rotations and time races in preparation for the carnival.

Edu Dance and swimming have both started with students enjoying both. There will be two Edu Dance concerts again this year and we will confirm ASAP with the Edu Dance teachers as to which classes will perform at each concert. We have Indonesian Day and a Book Week "Virtual" incursion in Week 5. We have Book Week in Week 6 which will include our usual Book Week dress up day and parade. In Week 7 there will be an Open Night. The school councillors have planned their fundraiser for Week 8 – which is wear pyjamas to school for a gold coin donation to raise money for kids in foster care. There are no planned class assemblies for this term so we will continue to present merit certificates in class and publish these in the school newsletter.

Changes Semester 2

We are currently transitioning from Flexibuzz to Connect as our whole school and class communication system. We have the vast majority of parents on board with Connect already and we expect cease Flexibuzz by the end

of the week. We are also looking into providing an SMS service for parents to be notified when students are absent from school and for parents to be able to text a reason for the absence. Both services; Connect and the SMS service, are provided by the Department making them both secure and supported when issues arise.

Before school supervision – we have advised parents it is preferred that students aren't sent to school before 8.30am. Those students arrive before 8.30am are asked to wait in the undercover area and to bring their bags. This has been well received.

Forward Planning

The school will be developing a new School Business Plan that will begin in 2021. This is a three-year plan articulating future focus areas within the school, targets for achievement, and how the school will develop teaching and learning programs to improve outcomes for students. The development of the Library as a focus point for students and parents is a priority for the school, as well as continuing to replace and update furniture, fixtures and resources.

Cass Disisto and Tasha Donnelly
Principal/Deputy Principal