



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

**Minutes of the General Meeting of 8th September 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, Ange Dalla Rosa, Cass Disisto, Cheryl Grant, Kirstie James</p> <p>Apologies: Mel Moffet, Kristal Wilson, Mike Maxted, Marisha Kemp</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 4th August 2020 be taken as read and confirmed as a true and accurate record. As well as Executive Meeting 21st August 2020 Moved: Sharon Lake Second: Tia Tutti</p>	
<p>3. Business Arising from Previous Minutes – Sports Day merchandise - contacted by parent regarding plastic/single use of items being sold. Will take this on board for future events, however there are some glowsticks that will be used up at the school disco in term 4</p>	
<p>4. Correspondence: 4.1. Correspondence In: Westpac Bank Statement, School Banking letter, emails regarding tea towel fundraiser – delivery and a survey, email invoice for electrical works in canteen, quote for ‘Bogan Bingo’, Campbell’s Cash and carry card has arrived, Tyson Berry – invoice for \$400 donation. 4.2. Correspondence Out: None</p>	
<p>5. President’s Report 5.1. School has own Facebook page, therefore admins on P&C page will change to be office bearers only – Leona Liddelow, Tia Tutti, Sharon Lake and Amanda Duckworth. Will seek admin support in approving new parents to the group. 5.2. Thank you to the helpers for Pizza day – funds will go towards Year 6 camp. 5.3. Thank you to the volunteers who helped with the Father’s Day Stall. 5.4. Open Night was a huge success. Thank you to all the volunteers. Thanks also to Cass for allowing the event to go ahead for our community. P&C made a profit (see Treasure’s report) 5.5. Book Fair made a grand profit as well – thanks Tia, Christina and volunteers for organizing. 5.6. Subway Lunch on Friday for Sports Carnival – thanks Tia and volunteers.</p>	Leona
<p>6. Treasurer’s Report – attached 6.1. \$47,511.73 current balance. 6.2. Spent approx. \$15,000 incursions. 6.3. Father’s Day Stall profit \$1803.47 (projected \$1100). 6.4. Pizza Day \$1365.29 profit. 6.5. Open Night \$1,934.47 profit.</p>	

7. School Report – attached	
8. Canteen Report – 8.1. Freezer turned off accidentally. Lost approx. \$80 worth of stock. Electrical company has reimbursed. 8.2. Still some requests for popcorn, juice etc. 8.3. Enquired about lunch orders on Wednesday through Duncraig – Can only do Tues/Thurs. Hard to get helpers already for two days lunches so not likely to get more for extra day or recess canteen duty.	
9. Uniform Committee 9.1. \$1,687.50 sales. 9.2. New stock arrived – fleece zip jackets, long sleeve polos, polos, wet weather jackets. 9.3. Reversible hat – logo looks good on front. Faction colours inside, black outside. Micro-fibre outside, cotton-drill inside. 9.4. New logo for uniform – white writing, centred, no motto, fill blue on kookaburra which then makes it a 3 colour logo and minimum order of 50 (instead of 40) 9.5. Round neck t-shirts – neckline issue, ribbing or not?? After discussion agreed to go with sample as it is.	Hollie to order round neck t-shirts
10. Fundraising Committee Report 10.1 Tea Towels – have arrived. Kindy B will get Friday, rest of school Monday week 9. 10.2 Wine – a few sales. SSB is delicious! 10.3 Book Fair – made \$6,221. We will get % of sales, approx. \$2,200 value new books. 10.4 Discussion regarding book set donations by P&C. Cass to provide a list of suitable titles/literature/parenting books. 10.5 P&C to look into having a book swap at school – allows children to swap books they’ve already finished with something else they’d like to read. Good condition books, chapter books etc. Read-a-thon also mentioned for consideration – summer holiday challenge??	Tia /Exec. Committee
11. WACSSO Report – Nothing to report	
12. School Board Report 12.1 Next Meeting 16 th September – approve 2021 booklist, which will be digital 12.2 Meeting time has changed 4-5pm	
13. Book Club Report 13.1. Very good response with issue 5 with a rewards balance of \$423 to go towards resources for students. 13.2. Issue 6 was not sent out to families as it coincided with the Book Fair and we wanted families to support us at the library buying books which they certainly did. 13.3. Issue 7 will go out as per normal when it arrives.	
14. Entertainment Book Report 14.1 Not much for Entertainment Book - still posting on FB pages reminding parents of specials in the book - had a few more sales. Again, if anyone has any questions about the membership they can contact Marisha anytime. 14.2 Some restaurants not allowing use of voucher due to Covid.	
15. School Banking	

<p>15.1 Banking is back up and running, prizes received, no star sticker chart anymore for banking as it identifies students. Stickers are being given to students to take with them instead.</p>	
<p>16. General Business</p> <p>16.1 Facebook page will operate with P&C office bearers as admin. Secretary to create events and share P&C information.</p> <p>16.2 Request up to \$6000.00 or parent event November 27th.</p> <p>16.3 Bootcamp – request from parent for this to start again. Cass and Tasha both explained that it won't be happening by staff as there are no volunteers. It needs to be remembered that what we had previously was rare and lucky to have. School considering options for 2021.</p> <p>16.4 Request \$175.00 for subway lunches for Duncraig High School kids who are helpers at the faction carnival on Friday.</p> <p>16.5 Request \$800 for disco supplies – lollies for lolly bags. Parent donations for Halloween decorations. DJ looking like costing \$450.</p> <p>16.6 Fundraising Sponsors – Harley Bourke Real Estate committed to sponsoring \$500 towards the next three major fundraising events at the school: Colour Run 2020, Open Night and Faction Sports Carnival 2021. Thank you!</p>	<p>Voted and approved</p> <p>Voted and approved</p> <p>Voted and approved</p> <p>Voted and approved</p>
<p>17. Next Meeting The next General Meeting will be: Tuesday 20th October 2020 (week 2, Term 4) 7pm in the staffroom</p>	
<p>Meeting Closed: 8:40pm</p>	

Principal's Report

P&C Meeting 8th September 2020

School Update

We are continuing to upgrade areas around the school, and recently had quotes for replacement carpets in classrooms and lino in wet areas, including the medical room. We have also requested an audit from the Department of Education for a possible admin building upgrade, and/or placement on the DoE's Refresh Program, which replaces old fittings, carpets and cabinets.

We are still 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. Please continue to promote the school and our Kindy program.

School Events

Open Night was a fabulous success, and it was wonderful to have such community support. We had approximately 75% attendance from families, based on the sign in sheets. Congratulations again to the hardworking volunteers on the night at the Book Fair and Food Stall.

Faction Carnival plans are powering ahead ready for Friday. In terms of school communication around faction carnival decisions, it is hoped that the community now has more clarity. Over the course of the term, from our 279 families, the school directly received 2 phone calls and 9 emails asking for clarification and/or re-consideration of decisions, and 4 emails of support. The week after the athletics carnival, the school will hold an assembly to present champion medals to winners in each year level, and the winning faction trophy. Parents of students receiving medals will be invited to attend, as will the parents of the winning faction captains.

Edu Dance concerts are coming up in Week 9 and 10. The timing and coordination of the concerts is at the request of Edu Dance, and sees one class from each year level performing at each concert. Both concerts will be filmed and placed on Connect for parents to view. Staff will also take photos for posting on Connect.

New in Semester 2

Connect has been well received by parents with 415 people now hooked in. We have a few parents to follow up from Open Night who requested support with the App. Our SMS Message You program has also been an effective addition to school communication, with the number of unexplained absences significantly reduced thanks to the ease of return text messaging.

Booklists for 2021 will be coming to parents electronically early in Term 4 through school Connect and Facebook. There will be communication to families about this process, and paper copies will be available if needed.

Forward Planning

The school staff have begun developing the new School Business Plan that will begin in 2021. We have looked at the vision statement and our beliefs around what we think is important for students learning. The next step is to review school data on student achievement and set some targets for improvement. Staffing is well underway for 2021, with several staff returning from maternity leave in a part time capacity. Our current projected enrolments are 397, this is due to lower than normal Kindy numbers.

Cass Disisto

Principal