



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

**Minutes of the General Meeting of 20th October 2020
Opened at 7:00pm in the staff room**

ITEMS	ACTION (NAMES)
1. Welcome In attendance: Amanda Duckworth, Sharon Lake, Leona Liddelow, Tia Tutti, Hollie Cates, Cara Scudder, Skye Walsh, Cass Disisto, Kirstie James, Kristal Wilson, Apologies: Marisha Kemp, Tasha Donnelly, Donna McGarry, Ange Dalla Rosa	
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 8 th September 2020 be taken as read and confirmed as a true and accurate record. Moved: Sharon Lake Second: Tia Tutti	
3. Business Arising from Previous Minutes – Disco – need to iron our matters of preparation, in particular impact of Covid-19 Phase 4 restrictions on how disco will happen in undercover area.	Leona/Cass
4. Correspondence: 4.1. Correspondence In: Westpac Bank Statement, Permapleat credit invoice, Emails regarding approval of CoJ venue bookings. Canteen catalogues, Fotoworks information for 2021, P&C Voice 4.2. Correspondence Out: None	
5. President's Report 5.1. Fund raising is back up and running well. A few events to be executed this term. 5.2. School Photos – Happening on 4 th November. Verne has requested feedback regarding process and quality of photos etc. 5.3. Query regarding booklists – PP textbooks. Cass has indicated that the school is moving away from textbooks in the PP – See School Report below for more detail.	
6. Treasurer's Report – attached 6.1. \$44,061.93 current balance. 6.2. \$7,209 expenses	
7. School Report – attached 7.1 Regarding textbooks, the plan is to bring in more hands-on learning eg, Paul Swan games and activities. More maths resources to be purchased to cater for this shift. 'Stepping Stones' online will still be used to guide teacher's planning and whole group activities. 'Sound Waves' will be used for 2020 yrs 3-6 and Diana Rigg in ECE will stay K-2. 7.2 Plan to establish intervention for phonics, initially for years 1&2. 7.3 Extension Club continuing and further development in enrichment program. Continued Staff PD in this area. 7.4 All new changes will be outlined in the new 3 year Business Plan currently being developed by staff. Draft will be ready for the next Board meeting.	

7.5	World Teacher's Day 30 th October	
7.6	Camp in week 3 – year 6 teachers, 2 EA's, Verne attend all week, Cass last two days and Tash in charge at school.	
8. Canteen Report –		
8.1.	Parent Helpers are still an issue –tricky getting enough helpers. The difficult years are 4-6. Cass will put a notice on Connect to help engage parent helpers.	
8.2.	Look into 'Sign-up Zone' app to book helpers.	Leona/Kristal
9. Uniform Committee		
9.1.	Round neck t-shirts have arrived.	
9.2.	Reversible hats due approx. Nov.	
9.3.	19 total left of old polo t-shirts. Will try to clear stock. Price change when new stock arrives.	
9.4.	School Photos 2020 – old logo t-shirts to be worn. 2021 to be confirmed once photo date is booked.	
9.5.	Request funds up to \$5000.00	
9.6.	Stock to be ordered new logo polos across all sizes, school dresses small sizes, shorts & skorts.	
9.7.	Hollie to come with samples of new faction t-shirts to next board meeting to present faction t-shirt change to board members for approval.	
9.8.	Lots of old stock faction t-shirts to sell, across all sizes.	Voted and approved
10. Fundraising Committee Report		
10.1	Parent event 27 th November. No Bogan Bingo due to high cost for low numbers of attendees allowed in venue. Theme will be '90's Prom'. 128 people in venue for cocktail style event. Fleur Freme Function Room is booked pending liquor license approval & \$750 alcohol bond. Alcohol on consignment, PA & speakers for music, Liquor license to be arranged, Marisha Kemp possible bar manager - TBC. RSA volunteers required for evening.	
10.2	School Disco – Covid Phase four restrictions in place. K/PP parents can stay. Older grades will have volunteers to stay and help. Numbers need to be checked. Use disabled toilet located in admin block. Halloween theme.	Amanda – liquor License application
11. WACSSO Report – Nothing to report		
11.2	Still online training available	
12. School Board Report		
12.1	Next Meeting 24 th November – Public meeting	
13. Book Club Report		
13.1.	Next issue due out soon.	
14. Entertainment Book Report		
14.1	have received a few more memberships. Will keep posting discounts via social media once or twice a month.	
15. School Banking - Nothing to report		
16. General Business		
16.1	Colour Run – Tuesday 15 th December, one course for all kids. No Kindy kids to participate, no lap-a-thon, no-prizes, start later 2:20pm. Zooper Dooper icy poles for kids at conclusion of run. Powder will be in squeeze bottles this year – recyclable. Quote \$2168 for five colours and sunglasses. Need bubble wands and super soakers. Considering hay bales for obstacles – re-sell for mulch?? Waiting on quote.	Fund raising committee to assist Cara and finalise organisation
16.2	Request funds up to \$3000.00 for supplies for colour run.	Voted and approved
16.3	Sushi Meal Deal – yes, go ahead Wednesday 2 nd December, Week 8	Sharon

<p>16.4 Subway lunches – 2021 decision</p> <p>16.5 Suggested parent education sessions for 2021 – Numero (card game) and cyber bullying/internet safety. P&C to organize and fund.</p>	
<p>17. Next Meeting</p> <p>The next General Meeting will be: Tuesday 8th December 2020 (week 9, Term 4) 7pm in the staffroom, wine and cheese night!</p>	
<p>Meeting Closed: 8:45pm</p>	

School Update

The DoE undertook an audit of our administration block, to identify if the school was eligible for an upgrade. Those results are still pending. We are continuing to replace carpets around the school, and have had two hand washing stations installed for students to use, on walls outside Gibson Block. We have had contractors in to price two new Nature Playgrounds. One in the K/PP space and another in-between Gibson and Carnegie. Once we have draft designs we will seek feedback from students and staff. Final designs will be discussed with the School Board, shown to the P and C, and additional future funding may be requested from the P and C.

School Events

Another busy term with the following school and community events expected to go ahead; Music Assembly, school photos, South Padbury's Got Talent, Year 6 Graduation, Year 1-5 Awards Ceremony and of course camp for Year 6's. There is also a public School Board meeting on Wednesday 25th November. It is also World Teacher Day on Friday 30th October.

New in Term 4

Booklists and all related information for 2021 have been sent to parents electronically through school Connect and Facebook. Paper copies are available from the front office if needed. School reports will also be sent electronically to parents via email at the end of the year. Parents are reminded to ensure email addresses are up to date with the school.

Forward Planning

The school staff are continuing to develop 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. We have reviewed school data on student achievement and set some academic targets for improvement. The next step is to look at strategies to support those targets and budget for operational planning. The school is also reviewing and updating many current policies due to online enrolment changes and data collection requirements from the Department of Education. Any major policy changes will be discussed with the School Board and communicated with families where appropriate.

Our current projected enrolments for 2021 are still 397, with a number of prospective families on the waiting list. The school receives enrolment requests from out of boundary families daily. Kindy numbers are slowly increasing.

Cass Disisto
Principal

