



SOUTH PADBURY  
PRIMARY SCHOOL  
Pursuit of Knowledge and Friendship

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

Minutes of Annual General Meeting of 28<sup>th</sup> February 2022  
Opened at 7:00pm in the staff room.

ITEMS	ACTION (NAMES)
<p><b>1. Welcome</b>  <b>In attendance:</b> Amanda Duckworth, Sharon Lake, Leona Liddelow, Cass Disisto, Mel Moffet-Snow, Kirsty James, Nicky Garside, Diane Keenan, Tina Walsh, Simone Duncome, Tracey O’Connell, Kirstie Leigh, Jade Robson, Liv Levinson, Kiara Ellis, Michael Van Vugt, Felicity Minchin, Cam Sharp, Cara Scudder, Zac Morrow, Rebekah Holden, Heather Welsh, Ness Fryer, Patricia Santo-Giglia, Guy McDonald, Kerrie McDonald</p> <p><b>Apologies:</b> Naomi Sermon</p>	
<p><b>2. Confirmation of Minutes of Previous Meeting</b>            2.1. <b>Resolution:</b> That the minutes of the previous General Meeting of South Padbury Primary School P&amp;C Association on 23<sup>rd</sup> November 2021 be taken as read and confirmed as a true and accurate record. Also, Executive Meetings held via Zoom 7<sup>th</sup> February and 17<sup>th</sup> February 2022.</p> <p>Accepted: Kirsty James      Second: Sharon Lake</p>	
<p><b>3. Business Arising from Previous Minutes - Nothing to Report</b></p>	
<p><b>4. Correspondence:</b>            4.1. Correspondence In: Bank Statements, Fundraising Catalogues, School Canteen Association Advertising.            4.2. Correspondence Out: None</p>	
<p><b>5. President’s Report</b>            5.1. P&amp;C Role is to support the school, co-ordinate fundraising, Incursion subsidies, School photos, canteen, catering for school events (faction carnival, Open Night, Election Days), class reps.</p>	
<p><b>6. Treasurer’s Report</b>            6.1. Treasurer’s role is to bank money, reconcile and report to the P&amp;C.            6.2. Annual Report - \$88k in, \$74k spent (uniforms, incursions, year 6 camp contributions)            6.3. Current balance \$63,808 to go towards 2022.</p>	
<p><b>7. Principal’s Report – attached</b></p>	
<p><b>8. Canteen Report</b>            8.1. Canteen Co-Ordinator is required. Leona and Sharon have been keeping the ice-cream supplies topped up.            8.2. Sign-up Zone is set up and ready to go for most of the year.</p>	
<p><b>9. Uniform Committee</b>            9.1. 6<sup>th</sup> February stock in shop approx. \$15,231            9.2. \$7,185 total sales since December 2021            9.3. Winter stock on order. Hopefully arriving before the end of March.</p>	

<p>9.4. Library bags arrived, selling well. Cass is hoping to have them compulsory from 2023 (promote second semester '22).</p>	
<p><b>10. Fundraising Committee Report</b></p> <p>10.1. Pizza Day in term one is planned.</p> <p>10.2. Plan for Covid friendly events – see attached ideas.</p> <p>10.3. There is a Facebook group.</p> <p>10.4. Suggestions from school for purchasing items in need.</p> <p>10.5. Promote events to school community about funds raised, and what the money is for.</p>	
<p><b>11. WACSSO Report</b></p> <p>11.1 WACSSO stands for Western Australian Council of State Schools Organisation Inc. and is the governing body for school P&amp;C's.</p>	
<p><b>12. School Board Report</b></p> <p>12.1 Next Meeting tomorrow, 1<sup>st</sup> March 2022.</p> <p>12.2 The current Board are working toward raising the profile of the board, it's members and role within the school community. Keep an eye out for more information.</p> <p>12.3 The Board assist the school in reviewing all school policy documents.</p> <p>12.4 Two positions are available for the start of Term Two. Nominations will be requested in coming weeks.</p>	
<p><b>13. Book Club Report</b></p> <p>13.1. Co-ordinate Book Fair in the week of Book Week, in Term 3. Book Week Theme this year is "Dreaming with Eyes Open"</p> <p>13.2. Co-ordinate Scholastic Book club -catalogues to go home. Family's purchases go towards supporting the school library.</p> <p>13.3. New furniture arriving soon.</p>	
<p><b>14. Entertainment Book Report</b></p> <p>14.1 This is a background fundraiser, earned \$766 in commission last year.</p>	
<p><b>15. General Business</b></p> <p>15.1. P&amp;C Office Bearers and sub-committees – see attached</p> <p>15.2. Year 6 Leadership Day – funds requested by Cass \$1400.00</p> <p>15.3. Assemblies – not this term due to current restrictions. Merit awards will still be presented to students and photos shared in newsletter. Councilor assemblies are planned for 2 to 3 times per term later in the year, pending restrictions.</p> <p>15.4. Parent Reps – there to share the load of getting important messages and reminders to families in each class/year group. Assisting the canteen with distributing lunch orders, encouraging use of sign-up zone for rosters particularly for canteen duty.</p> <p>15.5. Ride to School – 25<sup>th</sup> March, P&amp;C to promote.</p> <p>15.6 Meet and greet for Class reps to be arranged, this term. Outline roles/why we need class reps. TBC</p>	<p>Voted and Approved Voted and Approved</p>
<p><b>16. Next Meeting</b></p> <p>The next <b>General Meeting</b> will be <b>Monday 23<sup>rd</sup> May 2022 (week 5, Term 2)</b> Venue TBC</p>	
<p><b>Meeting Closed:</b> 8:35pm</p>	



