



SOUTH PADBURY  
PRIMARY SCHOOL  
Pursuit of Knowledge and Friendship

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

Minutes of Annual General Meeting of 20<sup>th</sup> of March 2023  
Opened at 7:10pm in the staff room and via Zoom.

ITEMS (NAMES)	ACTION
<p><b>1. Welcome</b></p> <p><b>In attendance:</b> Tracey O'Connell, Tamzen Horsburgh, Michael Van Vugt, Barbara Froehling, Chevel Browning, Melissa Dalziell, Samala Marshall, Kiara Ellis, Cass Disisto, Danielle Foster, Tony Monk, Jacqueline Crew, Nicky Garside, Amanda Duckworth, Nicki Robson, Jennifer Dunn, Lori Frazier, Ness Freyer, Carly Hancock, Kali Duff</p> <p><b>Apologies:</b> Mel Moffet, Sharon Lake, Kirsty James, Tasha Donnelly, Jill Murphy</p>	
<p><b>2. Confirmation of Minutes of Previous Meeting</b></p> <p>2.1. <b>Resolution:</b> That the minutes of the previous General Meeting of South Padbury Primary School P&amp;C Association on 6<sup>th</sup> February 2023 be taken as read and confirmed as a true and accurate record. Also, Executive Meeting held via Zoom 21<sup>st</sup> February 2023.</p> <p>Accepted: Nicky Garside                      Second: Tony Monk</p>	
<p><b>3. Business Arising from Previous Minutes</b></p> <p>Nothing to Report</p>	
<p><b>4. Correspondence:</b></p> <p>4.1. Correspondence In: Fundraising catalogues and emails, school uniform catalogue.</p> <p>4.2. Correspondence Out: None</p>	
<p><b>5. President's Report</b></p> <p>5.1. We are working through the feedback on the Facebook page about what kind of activities members would like to see happening in the P&amp;C. A second nature playground has been confirmed as the priority target to work towards when fundraising.</p> <p>5.2. Year plan is set up, and one big event each term is scheduled for now.</p>	
<p><b>6. Treasurer's Report – attached. Check amounts Mike</b></p> <p>6.1. Petty cash account started \$3,676.92.</p> <p>6.2. As of 28<sup>th</sup> February 2023, balance of main account is \$55,380.98.</p> <p>Most profit came from the uniform shop: \$4,076.50.</p>	
<p><b>7. Canteen report</b></p> <p>7.1. Sales this year total \$516 (16<sup>th</sup> of March). Many icy poles were sold.</p>	

<p>7.2. I have emailed class reps to ask for assistance in getting volunteers.</p> <p>7.3. Certain items will no longer be available now that we have sold out.</p> <p>7.4. We received a donation of 12 cartons of Zooper Doopers from a parent. Once sold this equals \$864 in profits for our canteen.</p> <p>7.5. All Paddle Pop products (including Cyclones) have gone up to \$9 full price in Coles/Woolworths . We may need to raise prices or look at alternative products.</p> <p>7.6. Michael asks or we want to buy diabetic products for just 1 child. Lori will check what's suitable.</p>	<p>Lori</p> <p>Lori</p>
<p><b>8. Uniform Committee</b></p> <p>8.1. Sales through Qkr! until 13<sup>th</sup> of March. 166 orders. \$8864.</p> <p>8.2. Sales on open day. Lots of work and not an efficient process.</p> <p>8.3. Wet weather jackets/fleece jackets order. They are on the way in 2 deliveries in March and April.</p> <p>8.4. Faction t-shirts order. Have been ordered at Spartan. Due to arrive 6<sup>th</sup> of April. Danielle will update photos in Qkr!.</p> <p>8.5. Last orders for the term. Monday 3<sup>rd</sup> of April last day. Packing 24<sup>th</sup> of April.</p> <p>8.6. Good meeting with Vu from Westwear. Few changes on the current contract. End and review date are now in contract.</p> <p>8.7. "Mini bows" that are on Qkr is false, not in stock. Change photo and price in Qkr?</p> <p>8.8. Skirts/Shorts/Skorts stock. Do we want to continue selling them? Not many sales. Decide next term.</p> <p>8.9. T-shirts/polo, dress and hat top up order. Different production times from other suppliers. Asks for \$13,500. \$14,000 approved to place order.</p> <p>8.10. Open day thoughts? People don't always know what's in stock. Takes lots of reporting and work. Create a card box sample for fitting instead.</p>	<p>Voted and Approved</p> <p>Voted and Approved</p> <p>Danielle</p>
<p><b>9. WACSSO Report</b></p> <p>9.1. P&amp;C president attended webinar from WACSSO. There is a group to connect online sharing information. There is a seminar later in the year.</p>	
<p><b>10. Principal's Report – attached.</b></p> <ul style="list-style-type: none"> <li>92 families completed the parent TTFM survey, also surveys done by teachers and students in year 5 and 6. Gives valuable insights about education and what's happening at school. Results will be evaluated with Fogarty EDvance School. Parking is always a problem, parents not following the rules. Visibility when exiting parking is difficult caused by trees.</li> <li>Student councillors did a great job fundraising for Wheelchairs for kids. Biggest amount ever was raised. Gifts were collected through Qkr!. They had a great leadership day.</li> <li>Harmony Day on Friday, dress up and picnic, parents are welcome.</li> <li>Beach swimming year 5 and 6 in week 9 and 10 at Sorrento beach.</li> <li>Student Health in Public Schools policy. Drawings for new nature playground will be presented later. Wellbeing initiatives will come back later in the year.</li> <li>School term 2 starts on 26<sup>th</sup> of April with lots of activities. Term planner is your calendar to use.</li> </ul>	
<p><b>11. School Board Report</b></p> <p>12.1 No meeting yet, nothing to report.</p>	

<p><b>12. Book Club Report</b></p> <p>12.1. There is \$702.21 available in reward dollars for teachers to purchase books or classroom resources from teacher essentials catalogue. Mr. Jones normally orders from this.</p> <p>12.2. Scholastic are going back to the old format catalogue (smaller size, much better).</p> <p>12.3. Orders for issue 2 closed tonight, delivery is expected end of week 9.</p>	
<p><b>13. Entertainment Book Report</b></p> <p>No news.</p>	
<p><b>14. Fundraising Committee Report</b></p> <p>4 pizza days planned for Year 6 as a fundraiser for \$100 per student camp subsidy. Asks for \$4.800.</p> <p>Term 2 Art workshop by The Little Inkpot, planned on 21 May in the undercover area including an afternoon tea, involve the wider Padbury community. Space for up to 100 people. Funding required? \$1,000 for preparation costs.</p> <p>Term 3 Quiz night 29 July booked at Padbury Hall. Volunteers are needed to help organise this night. Initial booking of quiz master in the short term.</p> <p>Term 3 School disco Friday 25 August at Padbury Hall (booked). Parent helpers needed.</p> <p>Term 4 Lapathon/ colour run School oval probably 10 November during school hours. 300 bottles already in shed. Sausage sizzle included. Inclusive for all children so different activities (water play, obstacle run).</p> <p>Term 2 Mother's Day stall 10 May. Volunteers required: Wednesday 3rd of May to wrap presents. Wednesday 10 May to man the stall (times TBC). Monday 8<sup>th</sup> May for Kindy A.</p>	<p>Voted and approved</p> <p>Voted and approved</p> <p>Tony will find a team</p> <p>Tony will find a team</p>
<p><b>15. General Business</b></p> <p>15.1 Michael is requesting a budget of \$2,000 to purchase a laptop, microphone and camera to have a professional setup for P&amp;C Zoom meetings. Equipment can be used too for events and by the uniform shop.</p> <p>15.2 Any news will be posted on the Facebook page.</p>	<p>Voted and approved</p>
<p><b>16. Next Meeting</b></p> <p>The next <b>General Meeting</b> will be in May, date to be determined.</p>	
<p><b>Meeting Closed: 8:15pm</b></p>	



