

Beaconsfield Primary P&C Committee
GENERAL MEETING 03/2016

Meeting: Monday 30 May 2016
Time: 7:30pm – 9:00 pm
Location: Staff Room, Beaconsfield Primary School
Attendance: Katherine Woodall (KW), Nadia Auldish (NA), Karen Kuhn, Nicole Dalton (ND), Anita Bording (AB), Nicola Bowyer (NB), Anne-Sophie Deleflie (AD), Tim Brazier

Item	Agenda Item
1	Welcome and apologies <ul style="list-style-type: none"> • Apology – Marie Estcourt
2	Approval of Minutes <ul style="list-style-type: none"> • 23 March – Motion – the minutes are a true and accurate record. Proposed: Nadia Auldish, Seconded: Anita Bording, motion carried.
3	Conflict of interest <ul style="list-style-type: none"> • None
4	Correspondence <ul style="list-style-type: none"> • None
5	Accounts Update <ul style="list-style-type: none"> • General account has approx. \$2,000 at present with a number of invoices recently paid. • Query where the \$15,000 nominated for Jenkin St was currently. Advised that this has gone towards the climbing frame to be located on Jenkin St.
6	School Board Update <ul style="list-style-type: none"> • KW thanked AD for agreeing to provide the P&C with updates from the School Board. • There has been a lot of recent change in composition of the board from the school end, currently 2 new staff representatives and 2 new deputy principals. • An executive officer has been appointed to provide assistance to the board. • Currently a lot of changes in the school – ongoing data collection, costings and STEM activities. • Professional staff development is underway in particular relating to learning difficulties (Eg. Dyslexia). • It has been acknowledged that communication hasn't been as good as it could be between the school and the families (for example, the large turnover of staff). • Rottnest currently has 16 students. • A school survey will be conducted this year. There is the possibility of 1-2 questions from the P&C (for example, what would the school like the P&C to be doing?). NB noted that she felt like the feedback from the last survey wasn't implemented/noted by the school. For example, extension and kitchen garden were deemed important but not continued or developed.
7	Upcoming events <ul style="list-style-type: none"> • Disco: 2nd June, 5 to 7:30 pm <ul style="list-style-type: none"> * 63% of volunteer spots have been filled up. * AB will not run another disco but will support another person to do so. NB to follow up with someone who has expressed interest in this. * Suggestion for further investigation into on-line tickets so numbers are known (enabling better forward planning re food etc.). • Entertainment books

	* Were sent out to all families on Wednesday 25 th May. Currently \$325 has been raised.
8	<p>Uniform shop</p> <ul style="list-style-type: none"> • Sarah has commenced in the uniform shop to provide support to Judy.
9	<p>Canteen update</p> <ul style="list-style-type: none"> • Julie was not present to provide an update, however, KW noted that all is going okay. • Canteen was shut last week due to swimming (first week of swimming was very disruptive and orders were lower than usual). • The canteen volunteer roster is going well. • Going forward NA is considering 2 options for the class parent roster to ensure that volunteers are in place early in Term 1. Option 1 (preferred): is the possibility that the parent teacher meetings early in Term 1 may be reinstated so class reps and contacts can be obtained then; Option 2: Class rep information comes out with the enrolment forms at the beginning of the year, tick box etc. on there indicating that contact details can be disclosed.
10	<p>Playground update</p> <ul style="list-style-type: none"> • General update <ul style="list-style-type: none"> * Jane Rodrigues will no longer look after the playgrounds (personal reasons) so KW will do this. * Soccer goal net is coming. * Jenkins St – currently with the Dept. Building, Maintenance and Works who is waiting to appoint a contractor. KW will provide an update on timing of Jenkin St climbing frame for next meeting. • Potential replacement/maintenance of playground equipment <ul style="list-style-type: none"> * KW has met with Vicki Jack and provided an update on the following: <ol style="list-style-type: none"> 1) Fort in kindy/pre-primary area is condemned and needs to be removed (likely to be a busy bee in Term 4 to dismantle). It will be replaced but exact structure is still to be determined. 2) Pirate ship – school is waiting on a report to see what needs to be repaired and then will proceed from there. 3) Tyre swings – these will remain but require new tyres. * Comment that the P&C has raised lot of money for items for the school and it would be nice if the school had the money in the budget to maintain these items.
11	<p>General business</p> <ul style="list-style-type: none"> • Funding request – Nicola Bowyer <ul style="list-style-type: none"> * NB has purchased a portable hard drive on which all the Beaconsfield history and historical photos are stored which will enable this information to be accessible for future generations of students of Beaconsfield Primary School. * Motion: To reimburse Nikki Bowyer \$98 for portable hard drive which is to be kept at the school. Proposed: NA, seconded: AD, unanimous, motion carried. * AD thanked NB for putting all the photos together. • Wishing tree update <ul style="list-style-type: none"> * Marie Estcourt was unable to attend but provided the following update via email: ‘I met with Mrs Jack at the end of last term. I mentioned the feedback that there were no smaller priced items on the wishing tree. She gave several suggestions that could be added, including actual items (eg sheet sets for the new play area, a bag of beans for the planned beanbags, oversize games for outdoor play area). I will add these to the tree as 'buds/flowers' and leave the larger branches in place. I am also exploring the option of classroom specific leaves/branches but still need to follow up with class teachers to see if there is enough interest from them (and these will need sign off by Mrs Jack). I hope to have this completed in the next few weeks but will not re-launch it until there is a little space from the entertainment book fundraiser.’

	<p>Query on buddy benches – noted that \$800 was approved by the P&C but they have not been implemented (has been followed up by NB several times with the person requesting).</p> <ul style="list-style-type: none"> • School banking update <ul style="list-style-type: none"> * Another sign on day will be held on the 9th June. * Promotion will also be done at an assembly. • Proposal to form the P&C Finance Working Group to review current financial processes <ul style="list-style-type: none"> * NA provided the background to this proposal. The P&C currently pays the book keeper \$5000-\$6000 per annum. The purpose is to examine and review the processes of the canteen, uniform shop etc. with the aim to reduce costs by improving the current system (goal to be able to reduce book keeping costs to \$1000-\$2000 per annum). * Proposed members of the group are NA, ND, Verity Manchester, Melissa (book keeper). * NA will bring updates to meetings. • Busy bee – Jenkin St Site <ul style="list-style-type: none"> * Sunday 26th June 10 am to 12 pm. General clean up etc. Most of the 225 plants planted last year are still alive. AD will organise the busy bee, but would like P&C to help promote. NA will send the information to the parent reps, APP and to Gillie Knowles for the notice board. • Query what was the rate of families paying the P&C Voluntary Contribution this year? NA will request this information from the school.
12	<p>Meeting close There being no further business, the meeting closed at 9.00 pm.</p>