



WOODLANDS INDEPENDENT PRIMARY SCHOOL

Parents and Citizens Association Inc

Minutes of the General Meeting held on 10th August at 7.30pm in School Library

1. Attendance

Amanda Ranford, Kylie Sutton, Claire Burt, Rachel Thompson, Carlene Thorpe, Nadia Bowey, Genevieve Dawkins, Derril Tennant, Narelle Foster, Leanne Cameron, Robyn Robinson, Kath Pickering, Mandy Twomey

Apologies –Sam Wagenaar, Amanda Rothman

2. Approval of Previous General Minutes

There were no official minutes from the July meeting due to poor attendance.

3. Outstanding Items from Previous Minutes

None

4. Correspondence In/Out

- On behalf of Zac Beattie's father, Carlene Thorpe is trying to locate a signed Eagles Guernsey. This is to be actioned by Derril Tennant.

5. Treasurer's Report

See attached report.

Motion: The Treasurer's Report as tabled by Narelle Foster to be received and accepted.

Moved: Nadia Bowey
Seconded: Claire Burt

6. Principal's Report

See attached report.

Motion: The Principal's Report as tabled by Carlene Thorpe to be received and accepted.

Moved: Genevieve Dawkins

Seconded: Kath Pickering

Motion: Based on the Communication Survey Results, Carlene proposed that we combine the P&C and School Facebook accounts and focus on small, quick items.

Moved: Narelle Foster

Seconded: Lea Cameron

7. School Board Report

A summary of the last Board Meeting provided by Mands Ranford and Carlene Thorpe.

8. Fundraising Committee Report

See attached report regarding Picture Products Update, Derby Day, Father's Day Stall and Raffle.

Motion 1: Nadia Bowey proposed a P&C Prize (\$50 Dymocks Voucher) for the highest Lap-a-thon fundraiser, as well as an obstacle course to allow Kindy to be involved.

Moved: Derril Tennant

Seconded: Rachel Thompson

Motion 2: Nadia Bowey proposed we implement the RAC Little Legends program with an education and awareness angle, rather than a fundraising one.

Moved: Lea Cameron

Seconded: Mands Ranford

Motion 3: Year 5 proposed that they could do a Cake Stall and Adult Lunches as part of the Athletics Carnival on Sept. 4th. This will be in addition to the coffee van (10% of the profits for school) and Cedric's student lunches and special menu. This was agreed with the proviso that Kath and Robyn coordinate with Cedric.

Motion 4: The Father's Day Stall will be held on September 1st and we will also do a Fathers' Day Raffle to be drawn at the Athletics Carnival. Lea Cameron will coordinate timing and logistics so that the whole school can be involved.

Motion 5: The Fundraising Committee Report with the above motions as tabled by Nadia Bowey to be received and accepted.

Moved: Rachel Thompson

Seconded: Kylie Sutton

9. General Business

i. Kindy Playground Spending

Motion: It was proposed that the P&C would contribute \$750 towards the Kindy Playground upgrade.

Moved: Genevieve Dawkins

Seconded: Robyn Robinson

ii. Updating of P&C Information Pack

Will again need to be pushed to the next P&C meeting, as awaiting board presence.

iii. School Parking and Traffic Management

Derril Tennant provided an update on this ongoing issue. We will need everybody to work together towards a safe and considerate school pick up and drop off ethos. See below table for strategies to be taken. Thanks Derril for taking point on this!

v. Update on the Mosaic Project – Genevieve Dawkins

The mosaic project got underway last week. We were lucky to receive many generous donations, for example \$1000 from Bunnings and many other contributions of materials and time. There was a slight modification to use a child-friendly adhesive on mesh, rather than liquid nails. Genevieve requested some Woodlands PS gifts to thank the many helpers, for example Danny Parker, and this has already been budgeted for.

Thanks Genevieve, we can't wait to watch the exciting project unfold in your capable hands!

Meeting Closed: The meeting closed at 9:10 p.m.

Next meeting date: Monday, September 14th, 2015 at 7:30 p.m.

Attachment 1: Agenda Items to be Actioned

| Agenda Item to be Actioned | Action Required | By Whom | By When |
|---|---|--|---|
| 1. Missing Eagles Guernsey (Beattie family) | 1.1 Ask Helen, Linda, Di. | Derril Tennant | Next P&C meeting |
| 2. P&C and School Facebook accounts | 2.1 Nadia to explain the plan to combine these accounts into one to Anna Robinson. | Nadia Bowey | Next P&C meeting |
| 3. Interschool Cross Country Results | 3.1 Ring Stirling Times about fourth year running win | Lea Cameron | Next P&C meeting |
| 4. P&C Copy Code | 4.1 Acquire and disseminate to Exec. | Carlene and Mands | Immediately |
| 5. Woolworths Earn to Learn Program | 5.1 Add a request to community via newsletter and Facebook | Genevieve Dawkins | Next P&C Meeting |
| 6. Kindy Busy Bee Aug 15 | 6.1 Ask Sophie Ryan about putting a call out to Pre-Primary classes for volunteers then notify Class Reps. | Rachel Thompson | Immediately |
| 7. Halloween Carnival | 7.1 Ask the Class Reps to request volunteers. 7.2 Year 5 students can help with event. 7.3 Gold coin donation for costumes | Rachel Thompson Kath Pickering | Next P&C Meeting |
| 8. School Parking and Road Safety | 8.1 Put reminders about considerate and safe behaviour in newsletter and mention at assembly. 8.2 Letter to City of Stirling requesting assistance with extending 40 km/hr zone and adding flashing signs. 8.3 Email Dept. of Education / Sean L'Estrange about implementing Travel Smart program | Carlene Thorpe Derril Tennant Derril Tennant | Ongoing Next P&C Meeting Next P&C Meeting |

Attachment 2: Treasurer's Report

Current balance as at 31/7/2015 of \$73,251.27.

Canteen sales are up for the month of July at \$4,098 compared to \$3,870 in June due to two weeks of June sales being banked in July. With 46% of orders coming from online. Orders are reaching 200 per week, which is an improvement. Year to date the canteen has made a small profit of \$1,348 being 5% of sales.

The Canteen Committee will be meeting in the next couple of weeks to review costs associated with the canteen to ensure we are being as efficient as we can.

Ruth has been busy in the uniform shop as the new zip up jumpers have arrived, along with the inter-school shirts and the new skorts. Uniform prices have risen slightly due to increases in the purchase price but we have tried to keep all increases to a minimum. The old track pants have been returned to Perm-a-Pleat with a credit received and the old skorts will be written off and if possible will be given to Mrs Waideman to take to her school, as they are not selling. There is a stock adjustment credit still to be processed of \$884. Uniform shop is making a profit of \$3,966.

Bogan Bingo was a great success by all those that attended with a profit of \$1483 being made. Well done to all those that organised it.

Mosaic Budget

| | |
|-------------------------|-------------|
| Tiles | 1600 |
| Adhesive | 400 |
| Special Materials | 300 |
| Plaques/Signs | 300 |
| Adhesive Child Friendly | 200 |
| Fiberglass Mesh | 150 |
| Plastic | 50 |
| Art Supplies | 70 |
| Labour | 1200 |
| Morning Tea | 325 |
| Presents for artists | 180 |
| Total Costs | 4775 |

Many items have been donated

Budgeted items

| | |
|-----------------------|---------------|
| Mosaic | 21,000 |
| Teacher Allocation | 3,750 |
| Year 6 Camp | 2,800 |
| Matheletics | 2,000 |
| Canteen | 1,200 |
| Orchard | 3,600 |
| Total to Spend | 34,350 |

Spent so far

| | |
|--------------------|--------------|
| Year 6 Camp | 2,800 |
| Orchard | 1,100 |
| Canteen | 1,200 |
| Total Spent | 5,100 |

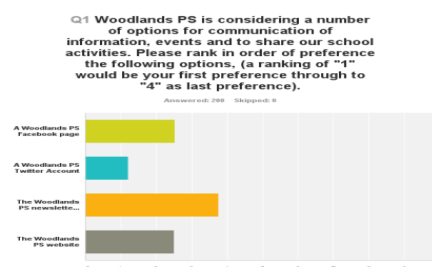
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|--------------------------|--------------------------------------|
| Ongoing running expenses | 25,000 |
| At Present approx. | 25,000 in surplus for the playground |

Attachment 3: Principal's Report

1. Communication Survey Results

Last term parents were invited to participate in a short survey to ascertain what forms of communication between home and school might be of most value and effect. Thank you to everyone who participated. We had a total of 200 responses from the community. The results of the survey are below and show a

clear preference for the continuation of the School Newsletter. We need to discuss the possible options regarding Facebook as a means for school communication.



2. STEM Multi-Age Lessons

Mrs Martyn, our Science specialist teacher, has begun a STEM multi-age class for students in Years 1 to 7. STEM is the combination of Science, Technology, Engineering and Mathematics skills and knowledge and applying this knowledge of how they are used in real life settings. Students have been nominated by class teachers to attend this program with Mrs Martyn. The introduction of this class further supports the Department of Education's Focus 2015 strategic direction for schools in regards to, "Success for all students through the increased emphasis on STEM education, particularly in the early years of school and for Aboriginal students."

If you are interested in reading more about STEM, the Edith Cowan Institute for Education Research has produced a paper on "Optimising STEM Education in WA" and you can access this report through the link below:

https://www.ecu.edu.au/_data/assets/pdf_file/0005/627134/Optimising-STEM-education-in-WA-Summary-Report.pdf

3. Interschool Cross Country

Congratulations to all the students for completing the interschool cross country last Thursday.

Woodlands PS was successful in retaining the shield for now the fourth year in a row. Once again the students demonstrated skill and sportsmanship. A big thank you to Miss Guidice, Mr Robinson, Mr Finlen and Mr Lyon for helping out at the event and training our students.

4. Massed Choir

Our Senior Choir is busily preparing for the Massed Choir event on September 2. I believe tickets go on sale tomorrow for parents and community members.

5. Safety at School Drop off and Pick up

Teachers are engaging students in safety lesson. It would also be helpful for parents to follow this up when walking students to and from school. Also even just in discussions at home.

6. Dance, Social/Emotional Lessons, School Photographs, Booklist Supplier

We are currently exploring options for the above services being supplied to our school. It is important to explore options on a regular basis to ensure our school receives the best service; and at the best value for money. We will include the School Board and P&C on the decision making process as we value your input and experience.

7. Science Week

Mrs Martin is coordinating a wonderful Science Week starting next week for our students. There will be Science tabloids and a Science Fair at lunchtime on the Wednesday. Mrs Martin will ensure parents are kept informed of the events via the Newsletter.

Attachment 4: Fundraising Committee Report

GENERAL MATTERS & MATTERS FROM JULY MEETING:

- Entertainment book sales have concluded, approx. 185 book /digital memberships were purchased = approx. profit \$2405. (Lead: Kylie Sutton)
- Picture Plate /Crazy Camel Claire was extended until **Friday 31st July**. Orders were down from last year, which is normal for running this type of promo in back to back years. (Lead: Claire Burt can provide details on orders)
- 70 people attending Bogan Bingo. It was a successful Social night. (Cally Davidson for report)
- Revenues & expenses generated from Events-to-date should be outlined in the treasurer's report.

- Adjustments have been made to the schedule as outlined below.
- All incoming fundraising correspondence received by committee to-date has been reviewed and recorded as attached.

OVERVIEW OF EVENTS FOR 2015

| Event | Date / time Proposed | Location | Details | Committee |
|--------------------------|------------------------------|--|--|--|
| Term 2: | | | | |
| Entertainment Book Sales | May, June, July, August 2015 | Books home in eldest child backpacks. Online membership available | -Families can return books to the office if they are not interested - Promotion of Mobile Application -\$13 of each sales goes to P&C, Promoted by facebook, newsletter, email and posters. RESULT : Approx. 185 Books/digital memberships sold for approx. profit \$2405 | Kylie Sutton , lead |
| Picture Plates | orders are now closed. | Email, posters, general promotions. | Status : As of July 27 - Number of Students who have placed orders = 35 - number of products ordered = 51 -Funds raised so far = \$247.50 | Claire Burt, lead |
| Bogan Bingo | Friday 26 June 2015 | Newman Sporting Complex | Approx 70 Attending , positives reviews from those attended. (attached feedback sheet from Cally, Full report of Expenditure/incoming should be provided in treasurer report. | Cally Davidson , Monique , Becky, Mands , Anna |

| Term 3: | Date/Time proposed | Location | Details | Committee Status |
|----------------------------|------------------------------------|-----------------|--|------------------------------|
| Derby Day (Lea) | Friday 14 August | School | \$2 gold coin donation for students to wear their favourite team jersey to school. Money Collected in class rooms | Lea, Claire |
| Lap-a-thon (Lea) | - 18 September ?? Lea to update | School Field | Only applies to PP- Y6 & kindy will do a Obsthathon. - "Loud Shirt/Crazy shirt day - speaker system to have music playing and to do some crazy laps – like skipping/jumping/animal | Emily Duffy, Narelle Gadsby, |
| Father's Day Stall (Nadia) | First Week in September | | TBA- | Executive Committee |

| Term 4: | Date/Time Proposed | Location | Details | Committee Status |
|---------------------------------------|--|---------------------------------|---|--|
| Halloween Carnival Fundraiser (Nadia) | Friday October 30 th 2015 3:30 to 6:30 TBC | School open space /Canteen area | Costume contest, pre-carved pumpkin contest, Halloween lolly bags, cake table, sausage sizzle, bouncy castle, Halloween carnival games. Dj , ice-cream truck , haunted canteen area (TBC) | Nadia Bowey Rachael , Stacy Narelle G, call out for committee members and day of volunteers. |
| Dad's Camp Out (Nadia) | Saturday November 07 2015 | School Grounds | TBA Committee meetings are starting soon. | David Allan |
| End of Year Christmas Event (Lea) | (Lea will liaise with Neridda) | tba | Looking at revamping carols by candle light to a year end event | Nerrida (Lead) Rachael to coordinate the Art |

| | | | | |
|--|--|--|--|---------------------------|
| | | | | Exhibition for this event |
|--|--|--|--|---------------------------|

Other Events:

- Kindy Busy Been Sat 15 August 8:00am to 11:00 am – Kindy teachers organizing – Lea & Nadia is Contact for P&C
- Kindy application for Telstra fund – Kindy teachers / Carlene – Lea is P&C contact
- Woolworths Earn to Learn Program – Carlene – Nadia is P&C contact

For Approval:

RAC little Legends program \$5000 for 5 schools – info forwarded to P&C via Sandra Law

- The top 5 schools that receive the most entries to join RAC free road safety program by 30 September will receive \$5000 each for school resources and event tickets for the school. (program has access interactive games, online resources, and discounts) RAC Little Legends Club helps primary school children learn about bicycle, pedestrian and passenger safety.