

MUNDARING PRIMARY SCHOOL P&C

General Meeting 28th August 2017

Meeting Minutes

Attendees: Yvonne Chow, Melissa Cramer, Stephanie Curtis, Trevor Ghouse, Coralie Gibson, Paul Larkin, Karen Mummery, Lucy Polich, Erandi Parish, Amanda Welschbillig, Dan Ferguson

Apologies: Neridah Zlatnik

Agenda Items:

1. Confirmation of previous Minutes

- Minutes from the meeting on 24th July 2017 approved. A correction was noted that disco tickets went on sale on 31st July not 31st August.

2. Business arising from previous minutes:

- 26 parents attended the Cyber Safety program. PowerPoint presentation and video will be posted on school website.
- Since the last meeting the P&C executive replaced two members at an out of session meeting. Dan Ferguson replaces Trish Green as secretary. Amanda Welschbillig is the new publicity officer. Melissa is now in charge of the uniform shop.
- Motion to approve the appointment of the new members was carried.

3. Correspondence

Out – nil

- Action for President to send a letter of appreciation to businesses that contributed gifts for the Father's Day raffle.

In

- An e-mail was received from Mrs Hendry to confirm if the P&C would again sponsor the Year 6 academic achievement award.
- It was agreed to sponsor the award ongoing and a request to the P&C is not needed each year.
- An email was received asking if the P&C wanted to fundraise by selling the Entertainment Book. The offer couldn't be accepted because fundraising activities

need to be approved by the School Council as part of the annual fundraising plan, which was developed earlier in the year.

- A reply will be made to a letter from the local MP who has offered to attend a P&C meeting and discuss the school's needs.

4. Reports:

President

- Discussed the appointments made to the executive positions on the committee out of session. Publicity officer agreed to accept a position on the executive in line with the previous arrangement. No objections raised.

Treasurer

- Report tabled. Total cash at bank \$42,682.17.
- The school disco raised about \$1300.
- The Father's Day raffle was on track to raise more than \$700.

Canteen

- Report tabled.
- The new lap top is making operation of the canteen more efficient.
- It was agreed the canteen could set up a stall on the oval at the school sports carnival.
- Trevor will check with the canteen manager the arrangement for selling canteen food out of the local coffee van.

Uniforms

- The handover for Melissa to manage the uniform shop is in progress and a stock-take has been completed.
- Publicity officer will post a message on the website reminding parents the uniform shop is open every second Wednesday (odd weeks of the term) after 3 p.m.

Fundraising

- The next major fundraising event is the Bunning's sausage sizzle on 22nd October.
- Carols by candlelight is scheduled for December 8 and will be promoted early in term 4. P&C will sell candles and gifts.
- Principal will talk to teachers about ensuring access to the P&C storage space in Forest block which has been difficult lately.

Principal

- Principal tabled his report.
- Student leaders represented the school well at the United Nations Association of Australia (WA) Conference and WACSSO Conference.
- Mundaring PS achieved 3rd place at the HECSA Interschool Cross Country event.
- Edu dance will take place on 22nd September.

- Principal proposed that the P&C 2017 funding commitment be used to pay 50% of facilities projects completed during the year instead of contributing to the undercover area extension, which is now on hold due to unforeseen costs.
- Motion to agree to change the use of the P&C 2017 funding commitment as outlined in the Principal's report was carried.

5. *General business*

- Trevor discussed his intentions to stand down from the President once his term in the role ends in 2018.

Meeting Closed: 8:35 p.m.

Next meeting:

The next general meeting is Monday 16th October at 7.30pm in the staffroom.

Term Four

Monday 20th November