

MUNDARING PRIMARY SCHOOL P&C

General Meeting 15th June 2020

Meeting Minutes

Attendees: Claudia Peet, Yvonne Chow, Coralie Gibson, Stephanie Johannesson, Paul Larkin, Brodie Bergin, Ashleigh Flynn, Stephanie Curtis, Bethany Hendrie, Heather Shaw, Neridah Zlatnik, Dan Ferguson

Apologies: Carly Kohler, Merrilee Caravelli, Zoe Neil, Erandi Parish

Notes	Due date
<p>1. Confirmation of previous Minutes</p> <ul style="list-style-type: none">- Correction needed to previous minutes (Auxiliary report, p.2) to note the refund cheque from Mundaring Shire for venue hire had not been received.- Motion passed to approve the minutes from the previous meeting.- Two previous meetings were held via Zoom so discussion was limited to key business.	
<p>Correspondence</p> <p>Out</p> <ul style="list-style-type: none">- Nil <p>In</p> <ul style="list-style-type: none">- Matthew Hughes MLA to P&C President- WA Council of State School Organisations Inc (WACSSO) – P&C Voice Magazine- Advertising pamphlets including Moon and Back School Gifts, Fotoworks School Photography Specialists.	
<p>2. Reports:</p> <p>President</p> <ul style="list-style-type: none">- P&C has been relatively inactive due to restrictions on entering the school site.- Parents and members were thanked for their ongoing contributions to the school and adapting to the changes that occurred.	

Notes	Due date
<ul style="list-style-type: none"> - With easing of restrictions the P&C will be seeking to increase fundraising activities. <p>Treasurer</p> <ul style="list-style-type: none"> - Report tabled for the period 9 May 2020 to 15 June 2020 - Total cash at bank at 12 June 2020 is \$31,154. - P&C insurance is \$345 / year excluding business interruption. Insurance premiums will be reviewed for reduction in costs. We are currently covered for items including stock business interruption, machinery breakdown, spoilage, burglary, uniform stock. - Motion passed with all in favour to accept the premiums and review next year with a view to downgrading commensurate with the perceived low risks. - Sales in the canteen reduced due to low attendance of students at school because of Covid-19. - Intending to reopen twice a week next term to increase viability. Will promote the reopening and request parents support the service. - Sales on Friday are usually good. Tuesday sales could improve by offering items like sushi that are only available on that day. - The Dept of Education healthy choices program requires us to follow their rules to maintain accreditation. We currently exceed these requirements. - Kindy kids may order on Tuesday now that share platters have phased out. - The number of students using the canteen will be monitored at the start of term 3 to ensure re-opening on Tuesday doesn't incur further losses. <p><u>Communications</u></p> <ul style="list-style-type: none"> - Members have been removed from the P&C Facebook page if no longer at the school but generally activity has been good. - The school has moved away from paper-based newsletters and will use more web-based notifications. The new system allows for on-line bookings, absentee notifications and payments. Updat-Ed has new functions for e-news and news archives. News will go to all parent's e-mails, website and the app at the same time. <p><u>Auxiliary</u></p>	

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<ul style="list-style-type: none"> • If we order Father's Day gifts in advance we get free bonus gifts • Motion to approve \$800 budget for Fathers Day stall approved with all in favour. • Bogan bingo was postponed in response to the pandemic. The Shire has refunded the cost of venue hire. • The Bogan bingo company has offered a \$400 discount if we choose one of three new dates: 22 Aug, 12 Sept or 19 Sept. The new price would be \$1450 GST excl. Currently favouring Saturday Sept 19 to push it out until mass-gathering restrictions are further lifted. • Neridah will check the availability of the recreation centre on this date. • Wood raffle has been organised for June 27. Members thanked the Polich's for going to Dwellingup to collect the wood. Raffle books have been sent home with the youngest child. • Wood raffle roster was filled mainly by year 6 families. • Need about \$100 per student in total for the costs of Year 6 graduation. If there is a deficit due to restrictions in their fundraising activities the options are to seek contributions from year 6 parents, the P&C or the school. • The P&C could consider purchasing the red carpet that we hire each year for the graduation which is around \$100 / year. It was once quoted at \$400 to buy outright. 	
<p><u>Canteen</u></p> <ul style="list-style-type: none"> • Will go back to Tuesday opening in week 1 of term 3. • Volunteers need to complete food handling course within three months of helping. Parents that only help once or twice a year do not need to do the course, but more regular helpers do. • It is an easy course, but the web-based system has flaws that the Shire should be informed of as it presents a barrier to volunteering. • Lisa Morris, who is a very capable and experienced regular helper, has made herself available as relief canteen manager. • The canteen will investigate gluten free options. A message on Facebook for parents to advise of any allergy or dietary requirements didn't get a response. • The low demand and high cost of gluten free food was a concern 	

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<p>however the P&C was advised that parents who buy gluten-free are used to paying higher costs.</p> <ul style="list-style-type: none"> • Parents of coeliac kids are very cautious about cross-contamination so are unlikely to risk buying gluten free food from the canteen. • It was agreed to send out a feedback survey to gauge interest in gluten free products and any other food ideas. We need to consider some data to better understand demand for these products. • Canteen isn't going to be able to cater for every option but should be able to respond to some ideas. One option may be to keep gluten free bread frozen and use for toasted sandwiches. • A flyer for a competition for naming the canteen has been drafted. Zoe to put a proposal to the P&C for how the competition could run and what is needed. <p><u>Uniforms</u></p> <ul style="list-style-type: none"> - Uniform shop is going back to fortnightly opening next term. - Uniforms online through QuickCliq has been very popular so less people are buying from the shop. Only one person turned up to the shop on Thursday. <p><u>Principal</u></p> <ul style="list-style-type: none"> - Report tabled - Student attendance is close to being back to normal. - Assemblies will occur every 2 weeks for semester 2. Year 6 will host the first assembly. - Edu-dance starts first Monday of Semester 2. - Semester 1 student reports will look different than usual after 7 weeks of the semester were severely disrupted by the pandemic. There will be no grade-based assessment and comments will be provided for some subjects only. - School improvements are ongoing including two projects in Early Childhood Centre for new soft fall under the play equipment and new posts and shade sails. The soft fall cost of \$28,000 will be jointly funded by the DoE and school. - A retaining wall near the school oval will be repaired to prevent further undermining. 	

Notes	Due date
<p><i>3. General business</i></p> <ul style="list-style-type: none"> - No other business - Next meeting is week 3 of term 3 (August 3 2020). The week 8 meeting of term 3 will be September 7. 	
Meeting Closed: 9:10 p.m.	