



Carramar Primary School Parents and Citizens' Association
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CARRAMAR PRIMARY SCHOOL P&C ASSOCIATION INC.

AGM 25.5.2020 Minutes.

Attendees: Amanda Joseph, Stephanie Williamson, Simone West, David Furmark, Louise Graham, Mishelle Del Caro, Glenda Stacey, Christina Byrne, Lou Zeid, Amy Rowland, Beth Barnes, Sue Block, Heidi Reiger, Karen Hastie, Andrea Cassar

Zoom attendees: Karla Hemingway, Sonia Smithyman, Sabine Winton

Apologies: Jeya Jeybalan, Rach Saunders, Clare Furmark, Darren West, Jen Schwazzbach, Sharon Green, Emma Congrene

Meeting Commencement: 6:15 pm

Meeting Closed: 7:45 pm

	Item	Who	Notes/action	Who?
1.	Welcome and apologies	Amanda Joseph	Due to capped numbers limited to 20. Apologies sent for some members.	
2.	Approval of previous minutes (17/2/20)	Steph Williamson	Approved by Amanda and seconded by David.	
3.	Memberships and Elections	Committee	a. New membership forms and payments completed b. All positioned vacated c. Elected the following positions for 2020, all voted upon and passed: <ul style="list-style-type: none"> - President - Karen Hastie - Vice President x2 - Heidi Reiger and Simone West - Treasurer - David Furmark - Vice Treasurer - Andrea Cassar - Secretary - Stephanie Williamson - Fundraising Coordinator - Simone West - Fundraising subcommittee members - Sue Block, Louise Graham, Heidi Reiger and Amy Rowland - Canteen Subcommittee coordinator - Christina Byrne - Uniform Subcommittee coordinator - David Furmark - School Board Representative - David Furmark - Auditor - Wealth Creation Accountants, Merriwa 	
4.	President Report	Amanda Joseph All members	Welcome to Sabine Winton who is attending the meeting via ZOOM. Colourthon is to be postponed until the end of the school year dependent on restrictions. Mother's Day stall ran, and kids and mums seemed to enjoy and be thankful. Coles Sports for School should be this year, we have expressed interest if it will still be run. Info will follow if/when received. Amanda wishes Kazzie well in her presidency for 2020. Amanda thanked the committee for their efforts in 2019. Thanks, given to Amanda for her services in 2019.	
5.	Principal Report	Lou Zeid	Updates from 2019. Thanks to the P&C for the financial support to a number of outlets. Thanks also for the coordination of events. Phys Ed activities were well received by parents and students throughout the school year. Thanks to the P&C for the extra seasons of Jump Jam purchased, this is utilised across the school.	

			<p>Triathlon squad was introduced, good relationship with JBSC has been made following this.</p> <p>Art program ran a number of activities - performances at Crown Theatre and the drama performances to parents at school.</p> <p>School Board was very active last year, produced a parent and visitor code of conduct (shared at last meeting).</p>	
6.	Treasurer Report	David Furmark	<p>Accounts provided by David.</p> <p>Fundraising - Total profit for the year \$13 513</p> <p>Uniform - Total profit for the year \$7 831 (will be transferred to fundraising or used for reordering as this is a non-for-profit account).</p> <p>Mathletics, cookies and Jump Jam has been paid for by the P&C.</p> <p>School banking continues in branch.</p> <p>Mother's Day - \$400 approx (cash and QKR) lots of stock left over.</p> <p>See account summaries attached.</p>	
7.	Canteen Report	Sharon Green/ Jen Schwazzbach	<p>Due to absence update given by Lou.</p> <p>Process to be followed regarding a standardised agreement from the Dept. Lou is currently going through this with Sharon and Jen.</p> <p>Main issues around liability insurance and stock insurance. Yearly audit needs to be completed.</p> <p>All members agreed that it is a valuable asset to our school and if needed/viable the P&C would like to offer support - to be guided by Lou.</p>	Sharon/ Jen/ Lou
8.	Uniform Shop report	David Furmark/ Amanda Joseph	<p>See account info above.</p> <p>David provided an update of the ordering and selling process for the uniform shop.</p> <p>Stocktake will be needed in Term 3.</p> <p>Current ordering is done via email/ text/ messenger through David.</p> <p>Orders are being distributed on a Friday through the office. Updates regarding this will follow latest health department advice.</p> <p>Information provided regarding a new jacket product (warm and waterproof) these would be cheaper than the micro fibre jackets.</p> <p>Amanda is awaiting a sample. Once received this will be shared at the P&C and, following feedback, taken to the Board to be endorsed as a change to the uniform policy.</p> <p>Stock check with supplier of navy pants/ tights to sell through uniform shop.</p>	Amanda Amanda
9.	Fundraising Report	Heidi Reiger	Not much to report due to COVID.	
10.	Items arising from previous meeting	Amanda Amanda	<p>Fete - Fete 2020 will be cancelled as no approvals can be given under the current climate. Hope to deliver in 2021.</p> <p>Possibility of completing a time capsule in place of Fete?</p> <p>Fathering Project - due to COVID this has been put on hold.</p> <p>Meeting will be rearranged as soon as able.</p> <p>Contact to P&C Conference organiser from WACSSO for CPS band/ choir to perform - this has been cancelled so no performance will happen.</p>	Simone Simone
11.	Request for funds		N/A	
12.	AOB	Sue Lou	<p>Y6 Camp 2020 - staff are just as committed as parent and students to put something in place. Once restrictions are lifted something will be organised.</p> <p>Mathletics - during home learning time school paid for extra subscriptions to cover Kindy students. Following feedback from teachers we can decide whether P&C extends its support for K in 2020.</p>	Sue Lou

		Lou	<p><u>COVID update.</u> Info from the department relates to adult to adult contact. Students have been organised into year level working arrangements. Specialist teachers have been working in year groups rather than passing amongst all different classes. Workspaces and areas are cleaned regularly. Reporting - no grades will be given. Information on main subject areas will be given (Maths, English). Information on other learning areas will be what has been covered and how child has adapted to it. Specialist subjects will also be included. Due to gaps in attendance at school, lots of assessments are currently being conducted to provide a baseline for student work in Semester Two. Positives - greeting students at the gate has been lovely, students arrive with a smile and the responsibility older students have shown with younger siblings has been fantastic. Staggered starts have had a positive impact on how the students begin their day. Traffic around the school at pick up and drop offs has been much better. School staff will continue to focus on it will continue to engage with parents.</p>	
		David	P&C name badges - would be useful to be worn when around the school completing work or out at conferences etc when representing the school.	
		Heidi	T-shirts for CPS P&C would be nice. Discussion over vests/ bibs - to make it easier for handover. David will look into badges and vests.	David
		David/ Lou	Spider frame - is in poor condition and needs replacing. Has been on school site since 2005. If the spider frame goes, possibly move the P&C playground (outside school fence currently) into its place. Benefits of this will be maintenance and avoids graffiti etc... This would be more cost effective with restrictions on fundraising etc... will be mainly used for Y2/3 but can be utilised for fitness for upper primary.	
		Amanda	Concerns over possibly a year group missing out on a play space and the impact of appealing for donations in the current climate.	
		David/ Sue	Issues regarding fundraising for camp 2021 - will need to be arranged and planning options looked at early.	
		Beth	Extension of thanks and gratitude from parents to all staff at CPS for making such a strange and difficult time easily bearable and well delivered. The communication from teachers and the school has been greatly received from the school community.	
		Lou	Thanks extended back to the school community.	
		Sabine	Thanks to members and school staff.	

Next Meeting: 22/6/20