



Carramar Primary School Parents and Citizens' Association
 71 Houghton Drive Carramar, WA, 6031
 Ph. 9405 0600 Fax 9405 0699
carramarparents@live.com.au



CARRAMAR PRIMARY SCHOOL P&C ASSOCIATION INC.

7.9.2020 Minutes.

Attendees: Karen Hastie, Louise Graham, Simone West, Heidi Reiger, Amanda Joseph, Mishelle DelCaro, Sue Block, Stephanie Williamson, Andrea Cassar, David Furmark, Jen Schwazzbach, Sharon Green, Sabine Winton, Sonia Smithyman, Leone Hashe, Lou Zeid, Maree James

Zoom attendees: NIL

Apologies: Amy Rowland Christina Byrne, Karla Hemingway, Rach Saunders, Jeya Jeybalan, Glenda Stacey, Beth Barnes, Clare Furmark, Darren West, Mel Davers,

Meeting Commencement: 6:10 pm

Meeting Closed: 7:30 pm

	Item	Who	Notes/action	Action to be completed by Who?
1.	Welcome and apologies	Karen Hastie	Welcome to Sabine for joining the meeting tonight. Apologies given and noted.	
3.	Approval of previous minutes (10/8//20)	Steph Williamson	Sonia passed and Louise seconded.	
4.	President Report	Karen Hastie	<ul style="list-style-type: none"> - Thanks for efforts with Father's Day stall to all involved - Particular thanks to Heidi, Simone, Amanda and Louise for all their extra work - Congratulations to Lou and thanks for all done, looking forward to working with Maree moving forwards. - Heidi has stepped down from her official position due to personal reasons - thanks on behalf of the P&C. - Paving planning looks great. Approx 400 orders. - Busy for the final weeks of the school term. X2 ladies' nights, sausage sizzle for sports carnival, lapathon organisation. - For 6 weeks in Term 4 Karen will be unavailable and so queries to be forwarded to Simone. 	
5.	Principal Report	Lou Zeid/ Maree James	<ul style="list-style-type: none"> - Position of Director of Public School Review begun immediately. Maree to step up for the remainder of the year and position will be advertised for 2021 onwards. - Handover and transition will be smooth. - Last week met with school board to discuss business plan and moving forwards. Focus on family partnerships regarding learning - this will be a big role for the P&C - Science Day was successful - enjoyed by all involved - Student Leaders are doing an excellent job with the CoW project. 3-year plan has been identified and will be passed on to the next group of leaders. - CoW has been out to video the students to discuss the project. - Carnival - first major large event following COVID. Will look a little different to usual. Day will begin as normal and students will go straight to classrooms. Students will go to the oval in classes not in factions. K & PPs will have their own area and return to EC area 	

			<p>following their tabloids/ races. Lunch time will have clearly designated areas, there will be no picnic/ community lunch with families. P&C Sausage Sizzle will be delivered to students in classes, those students who are not having sausage sizzle will eat a packed lunch from home. Activities will happen on the track while students are in the bays. (more info will follow). Students will not be able to visit the P&C stall. An amendment note regarding changes will be shared through Connect. There will be no early sign out from the carnival. Expected finish date will be approx 2pm and from this time students can be signed out through the office and collected from classrooms. Awards will be given at a 'Faction Monday' assembly where parents of successful students can attend. Finish line will be sectioned off very clearly. Information will be shared in this week's newsletter.</p> <ul style="list-style-type: none"> - Assemblies - parents of class completing assembly will be able to attend. Possible provision of coffee/ cake from the canteen. - Interviews from student leaders to students regarding timetable - Positive results in lateness and behaviour issues with current organisation. - Thanks to the grounds committee for meeting to work on improving the school grounds 	<p>P&C Members: organise logistics of lunch orders to students on carnival day</p> <p>Maree: Info re Carnival to parents to be shared in newsletter</p> <p>Sharon/ Jen: provision of coffee/ cake to parents attending class assemblies</p>
6.	Treasurer Report	David Furmark	<ul style="list-style-type: none"> - Fundraising: \$10,339 Entertainment Books \$1064 (being paid quarterly now) PJ Day \$850 Fathering project BBQ \$236 (lots left over for carnival) Father's Day Stall \$3195 (some stock left) - usually a small profit made but a loss this year. Pavers: Cash payments \$2120 CC payments \$4020 EFT \$5730. Ladies night \$285 (Total: \$11,870) - Andrea will keep track of EFT orders for Sausage Sizzles 	<p>Andrea: to keep track of EFT orders for Sausage Sizzles</p>
7.	Canteen Report	Sharon Green/ Jen Schwazzbach	<ul style="list-style-type: none"> - All well. Crunch and sip has taken off - delay in teachers sending students to collect recess and crunch and sip resulting in students not receiving their orders - Maree will remind staff at comms - Choc brownies - more a healthy option. 	<p>Maree: reminder to staff re process to collect student orders from canteen</p>
8.	Uniform Shop report	David Furmark	<ul style="list-style-type: none"> - Uniform shop sales: \$2800 Total balance: \$8486 - \$36,480 - total in all accounts - 1 day/ week is going well. David is happy delivering and taking orders. - Anyone interested in being trained up need to see David on Tuesday morning. Day of shop opening can be changed to suit. Andrea is happy to join up and will attend shop for training. 	<p>Andrea: to attend uniform shop for training</p>
9.	Fundraising Report	Simone West Amanda Joseph	<ul style="list-style-type: none"> - Discussion over the checking of pavers. Karen and Simone have checked all and asked for another member to double check - happy to split this if required. Sonia volunteered to check and return by end of week. - Grounds improvement committee update: guided by Lou shared a 3-year proposal. Extension of assembly area (within a year), seating around the graduation area colour coded with faction colours (quote \$7832) - in the next 6 months? Redo garden around the flag poles. CoW kids will coordinate this and will look to P&C support when required. P&C storage shed, beautifying the school - donation of mulch vouchers. This will be a working plan and will be open to suggestions. - Forward list with details of costings and priorities to Sabine, she will see what level of support she can offer. - Time capsule will be included in the path installation. Heidi has sought information from various places. Maybe put out to the community and seek information from the library? Sonia will look into options - library/ sealed PVC piping? 	<p>Sonia: check paver forms and return by end of Week 8</p> <p>Amanda: forward a wish list to Sabine with associated costings</p> <p>Sonia: to seek info from the library and other option re time capsule Simone: info to Facebook re cash for stalls</p>

			<ul style="list-style-type: none"> - Ladies night - advertised as cash on the door. Stalls will be cash only - Facebook post from Simone will detail this. - Year 5 parents for Y6 camp 2021 - approx 8 parents offered to support. Ideas were shared - Crazy Socks fundraiser was the main suggestion, followed by a crazy sock day. Choice will be taken by individual families; information needs to be shared ASAP. Simone will organise getting a letter will be out ASAP. - Lapathon - want to make it fun - possibility of introducing obstacles, possibly Phys Ed department can be involved in? - Mascot is continuing to be looked into 	<p>Simone: begin organisation of the Crazy Socks fundraiser for Y6 camp in 2021</p> <p>Maree: phys ed team involvement in Lapathon obstacles</p>
10	Scholastics	Simone	<ul style="list-style-type: none"> - Issue 5 parents bought \$2228 resulting in rewards approx \$500 - Book Fair in Term 4 - awaiting clarification regarding restrictions and how it will work. - Possibility of providing the Christmas issue of the Book Club catalogue 	<p>Maree: update re book fair</p> <p>Simone: decision on Christmas Book club addition</p>
12	Items arising from previous meeting	<p>David</p> <p>David</p> <p>Lou</p> <p>Simone</p> <p>Sue</p> <p>Heidi</p> <p>Steph</p> <p>David</p> <p>Lou</p> <p>Simone</p> <p>Karen</p> <p>Amanda</p> <p>Louise</p> <p>Karen</p> <p>David</p> <p>Lou</p> <p>Lou to Simone</p>	<ul style="list-style-type: none"> - Bank fees - to be discussed at the next meeting - Electronic copies of accounts forwarded to Steph - David will forward via email - Early lunches on wet play days - expectation and information has been shared with staff - Extra pavers arranged with CPS expectations and other quotes - order completed - Pavers information added to JB Facebook page - approval denied, added to community pages instead - Time capsule options - see info above - Constitution information regarding the role of the P&C - Steph shared with members via email - discuss next meeting - New microfibre jacket design ordered - will be put through on next order - Parking info added to newsletter - done - Contact made with the Y5 volunteer (details from Karen) - see info above - Arrangement of formal funds request from Sabine Winton to move play area equipment - see above - Meeting time arranged with Grounds Improvement Committee - see above - P&C promotion in the newsletter - completed and included in newsletter - Afternoon recess ideas added to Facebook - Karen will complete once weather improves - Dads camp out options - will happen later in the year and details will follow - Sports carnival lunch time query to be checked with Phys Ed staff - discussed, see above information - Original format of school logo to be provided for the school pavers - completed 	<p>David</p> <p>David</p> <p>Karen</p> <p>David</p> <p>Karen</p> <p>David</p>
13	Request for funds	David	<ul style="list-style-type: none"> - x3 2m foldable trestle table - approved by all members - David to complete the order 	<p>David</p>
14	AOB	Lou	<ul style="list-style-type: none"> - Dogs on the oval - meeting held with the Shire and shared at the Board meeting. It will go on the November agenda for the council. If P&C would like to add supporting information, then that can be forwarded. Seek information from the community and share - Facebook survey/poll? - Term 4, Week 4 - World Teachers Day 30/10/20 - request for the P&C to hold a MT for as in previous years - Hi Vis vests have been purchased by David and are currently being labelled 	<p>Karen to coordinate supporting information for meeting/ Facebook poll</p> <p>P&C Members to organise MT</p>

Next Meeting: (Term 4, Week 3) 26/10/20