



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.

MEETING MINUTES: 13.02.2023

Attendees: Simone West, Louise Graham, Rachael Woodfield, Mishelle Del Caro, Maree James, Andrea Cassar, Juanita Anderson, Karla Hemingway, Lisa McStay, Jess King, Becky Turner, Hens Matthews, Heidi Reiger, Cristy Patterson, Christina Byrne.

1.	Annual General Meeting opened at: 18.36hrs	
2.	Apologies for Absence: Hollie Hawtin, Amanda Joseph, Wendy Ross, Amy O'Sullivan, Beth Barnes, Sue Block.	
3.	Approval of the last minutes: Approved by Louise Graham & Andrea Cassar.	
4.	President's Report: New Term, ended last year with a bang at Christmas Carnival, thanks for everyone's help. Nothing planned for this year as yet. Great we are now SunSafe school, there is a policy available to view.	Simone/Louise
5.	Principal's Report: Welcome to new faces. Great start to year, numbers down a little bit from expected. We have around 20 students less than anticipated. Significant impact on our budget. Adjustments will be made accordingly; budget has been sent to Board for approval. Census Friday Classes, routines and meetings have started well. Information placed in connect for access for those who couldn't attend. Canteen had a fantastic start, good to have Juanita helping out in there. Three days for time being, potentially to five days later. Clean up Australia Day Yr's 3 & 5 Naplan planning in place for week 7. Harmony Day – Tuesday 21.03.23 during Harmony Week, assembly on Friday. Will save acknowledgments for Friday so not to disturb Naplan.	Maree

	<p>Early concerns with road/bike safety, will be addressed via connect and Newsletter. 'You're move' is professional learning looking to pass onto staff. No E Scooters to be ridden or brought to school based on government guidelines.</p> <p>Traffic Warden currently only able to support us in the morning and not the afternoon. Looking for interest from community to assist and undertake training.</p> <p>Crossing concerns at Houghton Road for unmonitored road sections, recent inspection completed by council, numbers low for children / cars crossing. Comprehensive report.</p>	
6.	<p>Treasurer's Report</p> <p>Audit completed and been sent to school and WACCSO – cost \$1550.</p> <p>Healthy bank balance for fundraising and uniform accounts.</p> <p>Current bank balance \$42,473</p> <p>Yr 6 Camp donation - \$2232</p> <p>Refunds for Mangoes / wine - \$60/\$37</p> <p>Interest paid to account - \$62.90/\$61.35</p>	Andrea
7.	<p>Uniform Shop Report:</p> <p>Changed from Tuesday to Monday morning 8.15-9am.</p> <p>Still doing pre-orders which will be delivered to classrooms.</p> <p>May need to look at new design of Faction Shirts.</p> <p>Online ordering set up, however no payment option online currently – to be looked at.</p> <p>March indent orders will be coming.</p> <p>No Size 4 dresses – have been ordered.</p> <p>Happy to look at putting emblem on dresses, it may not be cost effective. Will make dresses most expensive uniform item.</p> <p>Current bank balance \$33,681.53</p> <p>P&C canteen storage no longer available, currently moved into disabled toilet, requesting a more appropriate space, to be looked at with MJ.</p> <p>Girls microfibre shorts \$22, selling slowly but are good quality.</p> <p>New uniform shop pricelist/available items to be pinned on FB page for reference.</p> <p>Pin Board and Cara (mannequin) Front Office, can be used to advertise uniform items again.</p>	Andrea

8.	<p>Reading Eggs/Mathletics:</p> <p>\$12,409 – P&C pay this amount as 50% reading eggs and full cost of Mathletics each year. Review completed by MJ & MD Reading Eggs to be used up to Yr3 in 2023. Additional licences purchased for children in older years that require it.</p> <p>Mathletics P-6 company have given access to Math Seeds, complimentary to the subscription.</p> <p>Review of both services, both come out as best product.</p>	Andrea
9.	<p>Scholastics:</p> <p>Rewards \$871 last year. Quality of this first magazine not great.</p>	
10.	<p>Requests for Funds:</p> <p>Reading Eggs & Mathletics – approved by Simone West & Rachael Woodfield.</p> <p>Mrs Block – Yr6 Camp - \$4000 total - \$1000 each class – approved Louise Graham & Simone West.</p> <p>Book Awards - \$1800 approved Simone West & Andrea Cassar</p> <p>Mrs Malinovic – Keyboard \$500 – approved Rachael Woodfield & Louise Graham.</p> <p>Bonnie Redman – Chaplain – approx. \$150 she is using her own money to support children in school, have asked her to request refund to her personal money, she is reluctant to. Request made by MJ & MD. She has also supported families in need with hampers and fuel cards from church. Approved Simone West & Louise Graham.</p> <p>P&C happy to replenish the stocks in front office for children who don't have access to lunch/recess. SW Approved Louise Graham & Rachael Woodfield</p> <p>AC to approach Woolworths for fruit if necessary. MJ to catch up with Kathy to clarify.</p> <p>.</p>	

11.	<p>Meeting Review</p> <p>Do we require two per term, can it be dropped to one. We have tried mornings/eves etc.</p> <p>Trial one meeting per term going forward. AC Individual committees can still meet ad hoc during the term.</p> <p>Currently meeting in planner for WK 8 leave that in place for now, potentially down to one meeting Term 2.</p> <p>Need to be specific with requirements for volunteers – exact date/times. CB</p> <p>AC requesting members consider being part of Executive going forward.</p>	Simone
12.	<p>Fundraising</p> <p>Shade for playgrounds – there are grants that can be applied for. MJ has applied for a grant. Looking upwards of \$20,000</p> <p>AC – nice to support big fundraising items, we do also have yearly commitments to support too.</p> <p>Readathon Disco – include fairy floss/snow cone (for donation from supplier) Lapathon instead of colourthon?</p> <p>Mother's Day stall Father's Day stall</p> <p>Easter Raffle – request donations from community.</p> <p>Telethon – one event a term, gold coin donation, crazy hair, crazy socks etc. With potential for children to attend at end of year with big cheque.</p> <p>Sports Carnival – Sausage sizzle / burgers</p> <p>2nd hand book stall – weekend/after school?</p> <p>Colourthon – foam/colour reaction, nothing significant back from companies to suggest what issue may have been. Never happened before - LG/SW</p>	Simone
13.	AGM	Simone

	<p>Forms submitted to Andrea Cassar</p> <p>No nominations for President, Vice President or Fundraising Co-ordinator.</p> <p>Simone West & Louise Graham will remain in executive position if no nominees – they will not be involved in the Fundraising Committee. Approved</p> <p>Cristy Patterson nomination for Secretary. Approved</p> <p>Andrea Cassar – Treasurer, Uniform shop, Board Rep. Approved</p> <p>Becky Turner nomination for Fundraising Co-ordinator - Lisa McStay to support role. Approved.</p> <p>Fundraising committee confirmed currently as: Lisa, Juinita, Karla, Jess, Hens, Andrea.</p> <p>President – Simone West Vice President – Louise Graham Secretary – Cristy Patterson Treasurer – Andrea Cassar Fundraising Co-Ordinator – Becky Turner</p>	
14.	<p>Classroom Reps</p> <p>Class reps to be requested on FB, they will be responsible for note distribution can be via class page in adherence with school protocols/rules re no logo's / photos etc.</p>	Maree
11.	Meeting Closed at: 20.25hrs	
12.	Next Meeting: 21.03.23	