MINUTES

Meeting | P&C Open General Meeting
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Date/Time | Tuesday 3rd April 2012
Venue | Comet Bay Primary School Staff Room
Attendees | Alison Walker, Jenni Hannan, Leanne McCutcheon, Rachel Lovelady, Sonia O’Sullivan, Katy Robinson, Emma Anderson, Joss Smith, Martin Turner, Matt Osborne, Amanda Bradford, Deborah Meerton, Robyn Hart, Michelle Chambers, Sharni Jagger, Graeme Watson, Sue Yuill
Apologies | Robyn Allomes, Sara Belmont-Klingeld

1. Meeting Opening
Official open and welcome to all new and current members by P & C President – Leanne McCutcheon.

All attendees were reminded of that the meeting would be conducted in conjunction with the schools Tribal Agreement;

- Attentive Listening
- Appreciation/no put-downs
- Mutual respect
- The right to pass

2. Attending members noted

3. Apologies noted

4. Confirmation of Minutes of Previous Meeting

   a) The minutes of the P&C Open General Meeting of Comet Bay Primary School held on 7th February 2012 have been made available for public perusal, have been read and confirmed as an accurate and true record, and a copy has been put in the school file.

   b) The minutes of the P&C AGM of Comet Bay Primary School held on 6th March 2012 have been made available for public perusal, have been read and confirmed as an accurate and true record, and a copy has been put in the school file.

   c) The minutes of the P&C Executive Meeting Comet Bay Primary School held on 20th March 2012 have been made available for public perusal, have been read and confirmed as an accurate and true record, and a copy has been put in the school file.
5. **Correspondence – Sue Yuill**

Letter received from Mr Paul Papallia enclosing his cheque for $170 for his contribution for the balls purchased as extra prizes for the Happy Walk.

6. **Reports**

   a) **President – Leanne McCutcheon**

   *Happy Walk* - Leanne thanked everyone for all their efforts for the Happy Walk which has so far raised just under $7000.

   *Band Aid Fundraiser* – The Band Aid fundraiser is going very well and is being received well.

   b) **Treasurer – Rachel Lovelady**

   No report as no change to previous report

   c) **Principal – Matt Osborne**

   Please see attached report

   d) **School Board – Martin Turner**

   Martin advised that CBPS now has 999 students enrolled.
   Chris Elliott has advised that more submissions are necessary to object to the Golden Bay development.
   Matt has been awarded a Peer Award in Educational Management.
   Community use of Oval agreement not set up, if we do then no funding can be obtained for equipment.
   If enrolment numbers increase then transportables will be needed up to 2014.
   Martin advised that assistance will be needed for the 2015 graduation year. This will be the year where both year 6 and 7’s will graduation to high school. Expressions of interest from the parents of the year 4/5 students.

   e) **Committee Reports**

   i) **Uniform Shop – Sue Yuill**

   Sue advised that we are still awaiting delivery of house shirts and everyday shirts.
   Parents are being very patient. Delivery is imminent. Sue expressed her thanks to the volunteers for coming each week to help and also helping on the extra days at the start of terms.

   ii) **Canteen – Rachel Lovelady**

   Nothing to report.
   Volunteers are needed

   iii) **Kiss & Drive – Liz Kent**
Liz has advised that 6 teachers are helping now and are doing a great job. There has been positive feedback on the shelter. Alison Walker has asked if the drainage going straight into the grass would be an issue, but it is felt that as the shelter has no sides that it wouldn’t be an issue if it rained as the rain would get into the shelter anyway.

iv) **Donations – Sharni Jagger**
Sharni advised that Adventure World had donated some passed towards the Happy Walk prizes. Sharni also stated that she is sourcing a large donation for a raffle prize, possible a washing machine or something in that genre. Defense Credit Union has made a donation of $500 to the Canberra Trip and a Bag and towel for each student attending the trip.

v) **Class Reps – Sue Yuill**
Sue advised that names are still coming in for the Class Rep positions and that she will be arrange a morning tea early in Term 2.

vi) **Safety House – Sharni Jagger**
Sharni has asked for permission to have a Safety House Sign erected at the Kindy Annexe. The sign costs $140.

> Motion called for $140 to be spent on sign at Kindy Annexe. Motion Agreed

Safety House month is September. Sharni is going to arrange some Safety House shows during the month.
Yellow Day is to be confirmed.

vii) **3 For Me – Robyn Hart**
Robyn advises that the Passport Scheme is waiting to be finalised. Robyn would like to organise a tea Morning and a tour for the parents.

viii) **SAKG – Jen Hannan**
There has been a lot of positive feedback regarding this role. It is all about building sustainability.

7. **General Business**

**Fundraising**
The Executive Committee met on the 20th March and have put forward the following fundraising ideas.

- **Kids a Buzz** books rather than the Entertainment Books. These are aimed more at the kids than the Entertainment books. *When out these will be considered.*
- **Family Portrait Photographs** suggested. *Rachel Lovelady to provide more details.*
• **Rockingham School rewards Run Around Australia.** *application submitted.*
  All docketts are taken to Customer Service desk at Rockingham Shopping Centre and converted to kilometres. There is no outlay for this.

• **Magnetic Document Holder.** Sue Yuill advised that we are able to purchase 1000 for $2.30 + GST and to sell for $5 per holder. This is an ongoing fundraiser via the uniform shop.

• **Tea Towels.** To have tea towels made with children’s artwork. Sue Yuill is awaiting information pack from Expressions for this and will roll it out when convenient with teachers.

• **Cook Book.** Rather than a calendar this year maybe we produce a cook book. All recipes are submitted on line and photos can be added. Sue Yuill has a sample and information to roll this out.

  Martin Turner expressed concern regarding the way the decisions have been made with regards to the fundraising ideas. It has been asked that a detailed costing sheet be presented for the above 2 items at the next meeting.

• **Woolworths Sausage Sizzle.** It was decided not to go ahead with this because all products have to be purchased from Woolworths and they limit what you sell, it has to be a sausage in a slice of bread.

• **Raffle of white goods at a Shopping Centre.** Sharni Jagger is going to try and source white goods and Woolworths in Secret Harbour will be approached to hold the raffle there. *Emma Anderson is to look into the need of licensing the raffle.*

• **Entertainment Evening with a Guest Speaker.** It was agreed that this would have to be advertised Perth wide. The idea was also to hold an Auction and arrange a liquor licence.

• **Disco.** Leanne has had a letter from a parent offering to DJ the disco free of charge. We are to do 2 discos again. A lower school and an upper school disco. To sell Yummy Drummmies and slushies. Discos are to both take place in the 3rd Term. One at the beginning and one at the end of the term. *Leanne to contact DJ to arrange dates.*

• **Canteen Sausage Sizzle.** These are to be done at the end of each term. *Amanda has requested volunteers for these.*

• **Mothers Day and Fathers Day Raffles.** It was decided not to proceed with these this each, as the school would like to promote the selling of band aids, a box of 24 for $3.

• **Mothers Day Stall 2013.** Aim to have a large stall of items for sale for Mothers Day for next year.

• **Quiz Night.** Mr Osborne trying to get Michael Carr-Gregg for this event. To be done in Term 3...need to look at costing.

• **Bingo.** Bogan Bingo has been suggested and to have it at the Surf Club. *Costings to be looked at.*

**Book Club**

Joss has advised that because of the size of the school she is handing out every 2nd issue of the catalogues, 2, 4 and 8.

$2400 was raised on the last issue giving the school $406 school rewards. This catalogues books will be at school at the start of term 2.

**Signatories for P+C Bank Accounts**
Motion called for signatories to the P+C Bank Account with ANZ to be as follows:
President – Leanne McCutcheon
Vice President – Alison Walker
Secretary – Sue Yuill
Treasurer – Rachel Lovelady

Motion agreed

Cool our School

Sonia O’Sullivan has asked for help later in the Term to Count the monies from Cool our School as the ANZ bank no longer have the counting machines. Robyn Hart to ask Commonwealth Bank if we could have access to theirs.

8. Date of Next Meeting:

Next meeting to be held on 8th May 2012 at 7pm in the Staff Room.

Meeting closed 9.20pm