

**Comet Bay Primary School P&C Association**

c/-85 Miltona Drive, Secret Harbour Western Australia 6173

***Comet Bay Primary School***

***Parents And Citizens’ Association Inc.***

***Open General Meeting - 7 pm – 10th April 2018***

***Agenda***

**7.00pm**

**1.) Open and Welcome by Chairperson** (Cassie Levitzke, P&C President)**:**

1. Overview of meeting Structure
2. Reminder of ‘Tribes’ Agreement as basis of Comet Bay Primary School:

* Attentive Listening
* Appreciation/No put-downs
* Mutual Respect
* The Right to Pass

**2.) Attending members -** noted

**3.)** **Apologies for Absence** - noted

**4.)** **Confirmation of Minutes of Previous Meeting:**

1. The minutes of the P&C AGM and P&C General Meeting of Comet Bay Primary School held on the 13th March 2018 have been made available for public perusal. They have been read and confirmed as an accurate and true record, and a copy has been put in the school file.
2. Business Arising from previous meeting/minutes  
   **Nominations called for - P&C Treasurer  
   Nominations called for – CBKG Coordinator**

**5.)** **Correspondence In/Out :**

1. Business arising from correspondence:
2. Outgoing Correspondence

**7.15pm**

**6.) Updates:**

* Canteen and online canteen – Amanda Ball
* Uniform shop – Sarah Groves
* Principal – Graeme Watson
* School Board – Cass Levitzke / Graeme Watson
* Treasurer Report – Alisa Merriman
* Donations/Recruitment – Deborah Meerton / Lesley Burgess
* Book club/Book fair – Rachel Fiorini / Jo Maclean
* Safety House – Rachel Lovelady
* CBKG – N/A
* Fuel Our School – Hayley Taylor

**8.00pm**

**7.) General Business**

- Happy walk wrap up