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General Meeting Week 9, Term 2

Edney Primary School Staffroom

Tuesday 26<sup>th</sup> June, 2018

### Welcome and apologies

#### Opening and welcome – Meeting opened at 7:05pm with Valda Taipari in the chair

Welcome to members and President acknowledges that we abide by the Edney Primary School P&C Code of Conduct – copies on the table.

Welcome to country.

**Apologies / absentees:** Bonnie Kelly and Jan Cresswell

**Present:** Valda Taipari (President/Executive Committee), Susan Swaby (Vice President/ Executive Committee), David Balfe (Secretary/ Executive Committee), Rachele Cook (Treasurer/Executive Committee), Lauren Irving (Executive Committee), Kate Malkiewicz (Executive Committee), Steve Rapps (Executive Committee), Aaron Chaplin (Principal), Kate Lynch (Deputy Principal), Naomi Johns, Mike Feltham, Charis Calleja, Michelle Hasselbacher, Erica Moore, Vivian Chou, June Hallard, Shauna Reynolds

**Confirmation of agenda – no changes.**

#### Correspondence In & Out

##### IN:

- Various WACSSO emails.
- Fundraising brochures for Father's Day stalls.
- Statements from Bendigo Bank.
- Playgroup information.

##### OUT:

- Nil.

**Motion:** To accept correspondence in and out.

**Moved:** Valda Taipari **2<sup>nd</sup>:** Rachele Cook – Carried.

### Disclosure of interests

No real, perceived or potential conflicts of interest were identified by any member in relation to items on the agenda.

### Minutes of previous meeting

**Previous minutes accepted as true and correct.**

**Moved:** Valda Taipari **2<sup>nd</sup>:** Mike Feltham. Carried.

**Previous minutes of Executive Committee meeting accepted as true and correct.**

**Moved:** Valda Taipari **2<sup>nd</sup>:** Lauren Irving. Carried

#### Actions arising

**Review progress on actions arising from the previous meeting, including identifying any outstanding actions, date to be completed and who is responsible for ensuring completion.**

- **Fathering Project:** Remove from agenda. Steve Rapps to follow up.
- **Carpark:** Steve to follow up.
- **Naomi to get quotes for aprons:** Naomi Johns furnished a quote for 20 school aprons at a total of \$551. A third quote is required before progressing. Aaron Chaplin suggested a monetary limit. Erica Moore queried how \$551 spent on aprons could benefit the children of the school. Valda answered that the idea for uniformity with aprons came about at Bunnings during a sausage sizzle. Discussion ensued re: uses of aprons. **\*\*ACTION\*\*** Mike offered to get another quote from work to email to the P&C in the next few days. Valda thanked Naomi for getting a quote.
- **Valda to remove Donna Schwinkowski from P&C bank account:** Still in progress.
- **Erica to approach Safety House to attend School Fair:** Erica indicated she has emailed Safety House who will attend and they also have a costume available for use.
- **Susan to add Disputes and Mediation By-Law to P&C Constitution:** Susan Swaby indicated she has attached the Disputes and Mediation By-Law to the P&C Constitution. **\*\*ACTION\*\*** David to email updated Constitution to P&C members.
- **Bonnie to purchase portable hard drive:** Still in progress.
- **Aaron to provide name badges for P&C Executive Committee:** Completed.
- **David to send WACSSO Annual Conference email to P&C members:** Completed 15<sup>th</sup> May

### President's Report

- Valda to email report for inclusion in finalised minutes
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<ul style="list-style-type: none"> <li>• <b>Principal's Report</b></li> </ul>
<ul style="list-style-type: none"> <li>• Aaron Chaplin introduced the new Deputy Principal, Miss Kate Lynch. School leadership team now comprises Mr Chaplin, Miss Lynch, Mr Maric, Mrs West and Mr van Zylwith Karina Mallard as Manager of Corporate Services.</li> <li>• Work is underway on new Science Lab and this should be completed during Term Three at which time it will be available for all classes from Kindergarten to Year 6.</li> <li>• New school hats have been ordered and samples are available in front office. Delivery is expected by the middle of August.</li> <li>• For the first time, the school trialled emailing of student reports. 83% of families opted for email only reports and Aaron can see that 80% had been viewed on first day.</li> <li>• Aaron expressed his happiness at community acknowledgement of staff, community members and P&amp;C at School Board Awards for their contributions to the school. Aaron reminded the P&amp;C that they are perpetual awards and nominations are encouraged all year around. He encouraged members to especially nominate past Office Bearers and significant contributors to the school. He concluded his report by thanking Jan Cresswell and the P&amp;C Executive for morning tea on the day of the awards.</li> </ul>
<b>School Board Report</b>
<ul style="list-style-type: none"> <li>• Kate Malkiewycz indicated there was no report and re-iterated Aaron's points re: School Board Awards.</li> </ul>
<b>Treasurer's Report</b>
<ul style="list-style-type: none"> <li>• Rachele Cook emailed her report and asked for any questions. Mike asked why you can't see Canteen Supervisor's wages in reports and was told that wages are not allowed to be made public. He also queried some classifications for reporting and a loss of \$175 which was confirmed.</li> </ul> <p><b>Moved:</b> Valda Taipari <b>2<sup>nd</sup>:</b> Lauren Irving. Carried unanimously.</p>
<b>Canteen Report</b>
<ul style="list-style-type: none"> <li>• Emailed out and nothing to add. Valda queried \$59 credit for damaged stock. Stock is still in freezer.</li> <li>• Susan indicated that P&amp;C insurance was not liable for Masters fridge or Streets freezer as these would be covered by their respective owners, however we are liable for the slush machine. Discussion ensued re: minimum value to be kept in emergency funds. To go forward to next Executive Committee meeting.</li> </ul>
<b>Fundraising report</b>
<ul style="list-style-type: none"> <li>• Nothing to report</li> </ul>
<b>Fair Report</b>
<ul style="list-style-type: none"> <li>• Emailed out</li> </ul>
<b>Safety House Report</b>
<ul style="list-style-type: none"> <li>• Erica indicated that she is in the process of contacting everyone in database and there is an art competition next term.</li> </ul>
<b>Scholastic Book Club Report</b>
<ul style="list-style-type: none"> <li>• Emailed out.</li> </ul>
<b>Governance Report</b>
<ul style="list-style-type: none"> <li>• Nothing to report</li> </ul>
<b>Valda moved all reports to be received, seconded by Susan, carried unanimously</b>
<b>Other business</b>
<ul style="list-style-type: none"> <li>• A staged debate took place titled "Why dogs are better than kids".</li> </ul>
<b>Round Table Evaluation</b>
Valda asked Kate Lynch to summarise the meeting
<b>Next meeting</b>
<b>Tuesday 31<sup>st</sup> July, 2018. Week 2, Term 3.</b>
<b>Meeting closed – 8:30pm</b>