

Edney Primary School Parents & Citizens Association Inc.
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General Meeting Week 2, Term 1

Edney Primary School Library

Tuesday 11th February 2020

Welcome and apologies

Opening and welcome – Meeting opened at 7:15pm

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: Tania Death (Treasurer/Executive Committee), Kate Malkiewicz

Present: Lauren Irving (President/Executive Committee), David Balfe (Secretary/Executive Committee), Michelle Hasselbacher (Executive Committee), Valda Taipari (Executive Committee), Amanda Brown Quinn (Executive Committee), Bonnie Kelly (Executive Committee), Rianna Lawrence (Fundraising Co-Ordinator) Aaron Chaplin (Principal), Kate Lynch (Deputy Principal), Rachelle Cook, Shauna Reynolds, Natalie Goodfield

Confirmation of agenda

Correspondence In & Out

IN:

- Various WACSSO emails
- Various fundraising opportunities
- Bank statements

OUT:

- NIL

Motion: To accept correspondence in and out.

Moved: President 2nd: Rachelle 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

The minutes of the previous meeting are currently unavailable so this item will carry over to the next meeting.

Actions arising

- **As the last meetings minutes are unavailable there are no actions arising**

President's Report

- The President welcomed new members and is looking forward to a great year ahead but reminded everyone that with the canteen now out of the control of the P&C we face different challenges in terms of fundraising

Principal's Report

- Attached below
- Discussion ensued re: minimum in bank account and the need to cover costs of incidental repairs in the canteen. Valda asked how much P&C can expect to be requested to cover swimming lessons. Aaron indicated \$3000.
- **Aaron** moved a motion, seconded by **Bonnie Kelly**, that P&C donate a total of \$4,700 to Edney Primary School to cover the following:

20 classes @ \$200 each

5 specialist subjects @ \$100 each, Art, Music, Phys Ed, Italian, Science

Breakfast Club \$200

TOTAL REQUESTED \$4,700

School Board Report

- Yet To meet this term with a report furnished and attached
-

Treasurer's Report
<ul style="list-style-type: none"> Read aloud by Secretary in the Treasurer's absence and attached below
Moved: President 2nd: Michelle Hasselbacher CARRIED
Fundraising report
<ul style="list-style-type: none"> Nothing to report. There was discussion re: Mother's Day stall. Advice is to get in early to get the stock you want. The Mother's Day Stall is not something set in stone but the kids do like it. <ul style="list-style-type: none"> MOTION: To approve expenditure of up to \$2000 for Mother's Day fundraiser Moved: President 2nd: Vice President CARRIED There was brief discussion re: IGA and accumulation of points on shopping. **ACTION** Valda to follow up
Fair Report
<ul style="list-style-type: none"> Aaron raised the possibility of having a School Fair this year. He has mentioned it to staff and hoped the P&C would be broadly supportive of the idea. There was some discussion regarding the idea of a twilight fair from 5pm to 8pm. <ul style="list-style-type: none"> MOTION: To investigate the feasibility of a School Fair for 2020 Moved: President 2nd: Secretary CARRIED
Safety House Report
<ul style="list-style-type: none"> With no interest shown at school or the wider community it was decided to give up on Safety House
Scholastic Book Club Report
<ul style="list-style-type: none"> Last year the school received \$3000 in Scholastic rewards. This money is being put towards books and a literacy program
Governance Report
<ul style="list-style-type: none"> NIL to report
President moved that all reports be accepted, seconded by Vice President, AGREED UNANIMOUSLY.
Other business
<ul style="list-style-type: none"> Vice President indicated that she has cleaned out P&C store and is cataloguing stock, with some expired stock to be destroyed. She suggested that any stock movement be documented. She also updated the P&C on the progress of the school toilet revamp. There was discussion about the school Easter raffle last year. It was widely agreed this was a success and should continue this year. Canteen stocktake is due to take place before end of term. Majority of food is gone. Aaron suggested that P&C takes anything it plans to use and leave remaining stock for incoming food vendor.
Round Table Evaluation
<ul style="list-style-type: none"> There was no roundtable evaluation ton ight
Next meeting
<ul style="list-style-type: none"> Tuesday 24th March 2020. Week 8, Term 1.
Meeting closed – 8:20pm

PRINCIPAL'S REPORT

A massive thank you to the P&C Executive, Committee members and volunteers for your leadership, support and fundraising efforts in 2019, seeing almost \$50 000 contributed across the school year!

Enrolments

- The year has started well, with enrolments just over 460
- Classes have started smoothly; we are fully staffed.
- Class sizes are looking good, full in Kindergarten, a little room elsewhere, but nearing capacity

Voluntary Contributions

- The payment rate of voluntary contributions was down in 2019 at about 50%. We hit highs of around 60% in the past couple of years, up from the low 30s in my first year here.
- The school last year expended 97% of its near \$4 million budget, and every cent really does help and really is spent on the children.
- Parents are urged to make payment of the voluntary contribution as soon as possible.

Canteen

- The school is investigating options and would like to seek two elected representatives of the P&C in addition to a School Board member to assist in the commercial in confidence selection process for a provider
- It is anticipated that the new food service will be operational from Term Two of this year, on an initial five year contract

Funding Request

· Since 2015, the P&C has made a donation of \$200 per classroom, \$100 per specialist subject teacher, and \$200 toward the school breakfast club. This funding is sought to increase and improve the range of resources available to each student, in addition to subsidising excursions. This is a one-off request in lieu of miscellaneous requests throughout the year.

20 classes @ \$200 ea

5 specialist subjects @ \$100 ea, Art, Music, Phys Ed, Italian, Science

Breakfast Club \$200

TOTAL REQUESTED \$4 700

Aaron Chaplin

Principal

Edney Primary School Board Report Meeting 1, Tuesday 11th February 2020

Welcome to 2020! The Board has a vacancy for one parent representative. The Board has not met yet and first meeting is Tuesday 18th February at 6:00pm. Meetings are held week 3 and week 7 of each term, unless otherwise notified. As per the last newsletter authored by Aaron Chaplin (which is an excellent read by the way!) 😊

Your School Board

The Edney Primary School Board is our peak decision making and advisory group, representing the views of parents, staff and the community. A vacancy exists for one parent representative to join this group this year. You may nominate for this vacancy by emailing aaron.chaplin@education.wa.edu.au no later than 3pm on Friday 14th February. Elections will be held if necessary. All meetings of the Board are open to the public to observe. Meeting dates are advertised on the term planner and our school App. The Edney website holds a page which contains all information and updates from the Board, including minutes of all meeting

Kate Malkiewicz

Chair

TREASURER'S REPORT

Term 1 – Week 2

3rd February 2020

- Main Account Balance - \$10,340.58
- High Interest Account Balance - \$7,891.17
- Debit Card Balance – \$69.02

The end of the year was quiet for the P & C in terms of fundraising.

Following the closure of the Canteen at the end of the term we still need to make the following payments:

- Final Super Payment
- Final GST & PAYG payment – this cannot be filed until post 31.03.2020

These should total approx. \$1,000, meaning we have around \$17,000 available to us.

I am again having issues with Auskey, which means I cannot file final Super return. They are also moving to a new system from March which means we may need a My Gov login to lodge one return, I am working through this with Rachelle's help. We will also need to deregister for GST as we are no longer running the Canteen.

I have completed paperwork to cancel the Canteen Insurances and am waiting to hear back regarding a refund.

Regards,

Tania