

Edney Primary School Parents & Citizens Association Inc.
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General Meeting Week 8, Term 2
Edney Primary School Staff Room
Tuesday 28th July 2020

Welcome and apologies

Opening and welcome – Meeting opened at 6:32pm

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), Bonnie Walker (Executive Committee), Valda Taipari (Executive Committee) Rachelle Cook and Kate Malkiewicz

Present: Lauren Irving (President/Executive Committee), Amanda Quinn (Vice President/ Executive Committee), David Balfe (Secretary/ Executive Committee), Michelle Hasselbacher (Executive Committee), Rianna Lawrence (Fundraising Co-ordinator), Aaron Chaplin (Principal), Kate Lynch (Deputy Principal), Lesley West (Deputy Principal), Natalie Goodfield and Shauna Reynolds

Confirmation of agenda –

Correspondence In & Out

IN:

- WACSSO emails
- Various fundraising brochures
- Invitation from Stephen Price MLA to attend online forum with Minister for Education

OUT:

- Reply to Stephen Price MLA declining invitation
- Emails to City of Kalamunda re: proposed quiz night.

Motion: President (To accept correspondence in and out)

Moved: Secretary

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: Fundraising Co-ordinator **2nd:** Natalie Goodfield - 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.

- Disposal of P&C laptops – one to be wiped clean and kept for future use.

President's Report

- President welcomed everyone to what is traditionally the busiest term of the year. It has been a smooth transition to kiss and ride drop offs.
- Staff appreciation lunch was an overall success with a wide range of foods catering to all dietary requirements. Thanks have been offered to people who made donations via parent's page on Facebook.

Principal's Report

- ATTACHED
- **MOTION** – To donate \$2000 to Edney Primary School for Edney Day celebrations
Moved: President 2nd: Secretary ALL IN FAVOUR

School Board Report

- School Board meets again next Tuesday.

Treasurer's Report

- Attached.

Fundraising report

- Discussion re: running of Father's Day Stall. Principal to discuss with faculty if it should run similar to the successful running of this year's Mother's Day Stall.
- There was discussion re: provision of drinks and chocolates at the School Faction Athletics Carnival and Inter School Athletics Carnival. This was agreed to with a **MOTION** To spend up to \$500 on drinks and chocolates each event **MOVED: Vice President 2nd: President** ALL IN FAVOUR
- **Discussion Re: quiz night.**
 1. Bar staff required. To reach out to community on parents Facebook page.
 2. To look at tables in High Wycombe Rec Centre to determine amount of participants per table. BYO food platters (prizes for best food platter)
 3. Discussion re: running order and volunteers on the night. Security required per City of Kalamunda.
 4. To use school PA equipment
 5. **MOTION** – To approve expenditure of \$1032.50 to City of Kalamunda for hire of High Wycombe Rec Centre for quiz night on November 11th **MOVED – Fundraising Co-ordinator 2nd: President** ALL IN FAVOUR
MOTION – To Approve expenditure of \$54.50 to Department of Liquor and Gaming for a license to sell alcohol at quiz night **MOVED: Fundraising Co-ordinator 2nd: President** ALL IN FAVOUR.
 6. More to discuss at next meeting on September 8th.

Scholastic Book Club Report

- Nothing to report

Other business

-

Round Table Evaluation

- There was no round table evaluation tonight.

Next meeting

- **Tuesday 8th September 2020 at 6:30pm in staff room**

Meeting closed – 7:45pm

Principal's Report

P&C Meeting

28th July 2020

Thank you to our P&C and school community for the incredible support throughout the past semester in particular, and for your warm acknowledgements through letters, cards, emails, kind deeds, not to mention an extraordinary lunch on the School Development Day held last Monday. It was very much appreciated.

Delay of Phase 5 Easing of Restrictions

- Restrictions had been planned to be lifted over the last weekend of the school holidays
- Key for us would be the removal of the still required physical distancing for adults and the 100:300 rule
- As this is still delayed, we are not able to hold full-scale school assemblies or whole school events for the time being and are investigating a work-around
- WA Government will review and announce easing of restrictions or further keep these in place based on health advice
- Graduation Committee Disco will still be planned and proceed, with a last-ditch plan if necessary to split into 3 sessions to accommodate student numbers and expected number of adults attending
- Disco will be held on Thursday 20th August, followed by a School Development Day on Friday 21st August
- We are planning to proceed with everything on our Term Planner wherever possible, but will always do so in accordance with the prevailing health advice.

Edney Eats

- Edney Eats commenced operations last Tuesday, and saw a steady day-on-day increase of orders, peaking at 126 orders on Friday;
- Online orders account for 80% of sales;
- Minor teething problems, and some old habits to break, but overwhelmingly positive start;
- Cut off time for ordering;
- Establishing baselines, and then will see expansion of number of items prepared from scratch as well as other offerings.

Duty and Supervision

- To commence this term, we are trialling an extra area of yard duty for recess and lunch, making five full-time areas, plus 2 alternating areas in addition to the Kindergarten and Pre-primary. This increases the ratio of staff-student supervision and interaction;
- We also have 7 staff on duty for drop-off and pick-up on the two main entrances and exits for traffic, as well as coordinating the out of school hours care transition for Club HQ;
- Traffic management is generally positive – a few people make their own rules, but generally positive;
- Gate opening times are working quite well – still some early birds which we discourage, but the transition into the school day is rapid and productive.

Athletics Carnivals

- The track will be marked tomorrow, and students are participating in training each Friday, and on Thursdays when there is no assembly scheduled.
- Main track events, which will include all distance races, will be held on Friday 4th September. Jumps and throws ONLY will be held on Tuesday 1st September.
- As previously mentioned, the P&C may wish to coordinate a fundraising stall for the main carnival day.
- Edney will be the host school for the main events day of the Interschool Athletics – this will be on Friday 18th September.

Edney Day

- The P&C are asked to consider a donation of \$2 000 towards our annual Edney Day celebration to be held on Friday 25th September.

Aaron Chaplin
Principal

TREASURER'S REPORT

Term 2 – Week 8

28th July 2020

- Main Account Balance - \$511.32
- High Interest Account Balance - \$15,005.45
- Debit Card Balance – \$37.60

Payment from IGA for the Canteen Items has been received.

We have paid the Invoices for Father's Day Stall for some items Rhianna purchased at Officeworks, total spent for Father's Day so far \$1,829.26.

Regards,
Tania

Fundraising Report

28th July 2020

- Father's Day Stock has arrived. Total spent was \$1,757. Invoices have been emailed to Tania. Those that are able to, please take a box of stock home and label with prices using sticky dots. I can hand out sticky dots and a pricing sheet at the meeting. If you could please store the box when done and bring back the week of the stall.
- Planning for Quiz Night is underway.
 - Shire has approved us for the High Wycombe Rec centre for 7th November. The total cost of hall hire and bond comes to \$1,032.50. \$700 bond will be returned after the event. Request a motion to approve the funds for the Hall Hire via the shire.
 - Myself and David have been working on the questions and games. David has agreed to MC the night.
 - Discuss-
 1. Someone to design a flyer/booking form for the night?
 2. Advertisement to go in the next newsletter, and local boards.
 3. Best way to book a table? Online booking and payment option? Or via P&C email and bank account?
 4. Volunteers List- people to be allocated jobs.
 5. Food options?
 6. Equipment
 7. Raffles and Prizes.