

GENERAL MEETING

SHPS P&C Meeting Minutes

Date | time Tues 20/06/2023 7.00pm | *Meeting called to order by* Chloe Main, Vice President

In Attendance

In Attendance – Chloe Main, Leah Fredericks, Bethan Schaecken, Lisa Fletcher (Principal), Andrew George, Tara Synnott, Emma Kirk, Rachel Serhan, Nic Rigby. Ksenija Strnadica, Melissa Komarkowski (via Rachel’s phone), Ashlee Van Vliet (non-member).

Apologies – Carolyn Watt, Elle Holledge, Brooke Penniment, Katie Dimario, Sonya Monk, Rebecca McAndrew, Claire Anderson.

Welcome & Acknowledgement of Country

The Chair opened the General Meeting at 7.07pm.

Melissa Komarkowski joined the meeting via Rachel Serhan’s phone at 7.13pm.

Approval of Minutes

Resolution: The minutes from the General Meeting held 05/05/2023 and the minutes from the Executive Meeting held 25/05/2023 be taken as read and confirmed as a true and accurate record. **Carried.**

Business Arising from Previous Meeting

1. Online Storage solution for historical information. **ACTION ITEM** - Leah has asked Andrew to assist with a laptop issue. This is to take place after tonight’s meeting.

Correspondence

In – #46 SHPS receipt for donations of \$4800,

#47 Crown Concepts Father Day Catalogue (given to FR Coord).

Out – N/A

Treasurer

See attached report.

Correction noted for “Committed Funds” Christmas crafts should read \$2500, not \$250.

Presidents

See attached report.

VP/WACSSO Liaison

VP requested Leah to give feedback on the WACSSO online training from Mon 19/06/23 as VP missed the event. Leah outlined some websites for reference. Most info confirmed what we are already doing. No surprises. Info was basic and general. See attached notes of above-mentioned websites.

Principal

See attached report.

Note. "Choirs shirts" under "Submissions for Funding" was ignored. This was approved at the last meeting and paid since the report was written.

Fundraising

See attached report.

Bunnings Sausage Sizzle 15/07/23 may be cancelled due to lack of volunteers. Bethan to advise Bunnings by 27/06.

Fundraising Sub-committee

See attached Minutes of meeting held 02.06.2023.

Rachel & Mel disputed the Bingo event not being included in minutes. Chloe took the minutes of the meeting and this wasn't discussed before the meeting had closed. Bethan confirmed the Bingo discussion was held after the meeting had closed and Chloe had left. It was suggested that T4 is the best option as T3 is busy for families (and volunteers) with existing approved events. Bethan agreed to investigate options. **ACTION ITEM:** Bethan will investigate options for the Bingo event and advise accordingly.

Road Wise Liaison

No report.

Grants Officer

No report.

School Board Liaison

Rachel has completed Board Member training and completed her paperwork. Attended meeting 15/05/2023. Nothing to report for the P&C.

Uniform Shop

Only 2 sales since last meeting. Very slow going.

Canteen Liaison

See attached report.

General business

1. **WACSSO Conference Aug 2023 – 3rd delegate.**

Rachel advised she had already purchased her own ticket to attend. This was not voted on by the P&C.

2. **New playground cost \$75k** – school didn't receive the \$25k applied for. Long term plan for 2024 to look at other funding options i.e., grants? plus additional fundraising.

3. **School Funding Submissions – Financial Motions** (funds available \$5000)

Early Childhood requested \$2000 for outdoor equip (balance of 2022 submission for \$3200).

Resolution: That the P&C approve the amount requested. Approved by majority acceptance. **Carried.**

Computer (interventions program) for \$2650.

Discussed costs and agreed on funding \$1325 (half). Lisa advised the school will then fund the balance.

Resolution: That the P&C approved the spending of \$1325 only. Approved unanimously. **Carried.**

OT Resources of \$1000 (various items).

It was suggested by Ashlee V. the P&C may be able to purchase the items cheaper than the school. To get more value for the funds the P&C may look to purchase the items and donate these to the school. Lisa will ask for a list of items required.

Resolution: That the P&C approve the amount requested. Approved by majority acceptance. **Carried.**

Library furniture/shelving \$3779.00

Discussed items required. Remaining funds available are minimal. Unanimous agreement to not fund any amount this meeting.

4. **Fundraising – Financial Motions**

Disco- requested \$900.00 for food and decorations.

Resolution: That the P&C approve the amount requested. Approved unanimously. **Carried.**

Father Day Stall - requested \$4000 for stock.

Resolution: That the P&C approve the amount requested. Approved unanimously. **Carried.**

Bunnings Sausage Sizzle \$1000 15/07/23

Resolution: That the P&C approve the amount requested. Approved unanimously. **Carried.**

Other business

1. **Fete 2024** – Proposed by Rachel Serhan, seconded by Emma Young.

Rachel outlined the ideas for the Fete being an increase to community engagement. Approx dates Feb/Mar 2024.

Lisa (Principal) advised Rachel of concerns regarding comments of approvals/permits not being required. Rachel assured Lisa all approvals/permits/permissions will be completed.

Lisa advised Rachel a full proposal is required, usually 12 months prior, but in this case, no less than 6 months prior to the event- due by end of T3. This is to include such items as amenities, emergency protocols, council permits, vendor options, insurance details, stall options, etc. All approvals to be in place and submitted with proposal. Lisa also advised Council approval is required even on school grounds. Lisa 's preference is for the school oval for community events. **ACTION ITEM:** Rachel to submit a full proposal to Lisa by the end of Term 3.

2. **Book Stall** – Rachel asked about the library books that were being discarded. Lisa thinks these may have already gone. Carolyn was following this up but isn't here tonight to provide an update. **ACTION ITEM:** Carolyn to advise if she has spoken with the library and if the books are still available.
3. **Facebook page** – Sam has this item as pending but isn't a priority on her list. This is the school Facebook page for school/P&C to use. Rachel suggested another Facebook page for the P&C. It was discussed that the M&D page is our internal page, and the school page would be for external/community use also. No motion or vote held.
4. **FR Yr6 sub-committee** – Proposed by Rachel, seconded by Emma.
Rachel requested a year 6 fundraising sub-com to hold a bunnings sausage sizzle. The SS will raise funds for the year 6 camp so teachers could provide (for example) a movie night for the kids. Any additional funds raised would remain the P&C fund raising funds.
 - **Resolution:** That the P&C form a Yr6 FR Sub-committee - Approved by majority acceptance. **Carried.**
It was noted that Chloe, Leah & Andrew voted against the decision.
 - **Resolution:** That the P&C approve the Yr6 FR Sub-Com to hold a Bunnings Sausage Sizzle with funds to be allocated to the year 6 camp and all remaining funds remain the funds of the P&C - Approved by majority acceptance. **Carried.**
It was noted that Chloe, Leah & Andrew voted against the decision.
5. **Canteen P&L** – Rachel requested to see the Canteen P&L report. Rachel noted on the Treasurer report the canteen isn't making money. It was suggested to contact the Canteen liaison Brooke P with Canteen queries and she will follow this up for next meeting.

Next Meeting

Friday 28th July, 9.00-10.30am in the SHPS Staff Room.

Meeting closed 9.11pm.