



## MAYLANDS PENINSULA PRIMARY SCHOOL PARENTS and CITIZENS ASSOCIATION

### MINUTES: April General Meeting

(Held after 2015 AGM)

8.10pm Wednesday 22nd April 2015

In MPPS Staff Room

1	Opening and Welcome to Members	Actions
	<p>1.1 Meeting opened 8.10pm (After AGM) Welcome</p> <p>1.2 Attendees Trish Horton, Peter Byrne, Ian Kenny, Stephen Boland, Naomi French, Kristie Metcalfe, Fiona Hornung, Teresa Borwick, Anthony McAndrew, Jacquie Stone, Erin Gisborne, Tammie Deshon, Leanne Marchesi, Tia Bridgeman, Nerrida Pickles Ellett and Paul Andridjch</p> <p>1.4 Apologies Shauna Weekes, Denise Mehmet, Ann Amen, Miriam Xavier, Rose Lynch</p>	
2	<p><b>Minutes of the last General Meeting March 2015</b></p>	
	<p><b>Several Amendments:</b> typos and several people off the distributed version as attendees</p> <p><b>Accepted Peter Byrne and seconded Naomi French - declared carried</b></p>	
3	<p><b>Business Arising from the last general meeting</b></p>	
3.1	<p>Tia to send Volunteer policy and Communications Policies to Executive members</p>	<p>Tia / Stephen will do for new Exec Committee</p>
3.2	<p>Peter to ask Shauna about possible resolution of DVD production for 2014 Edudance</p> <ul style="list-style-type: none"> <li>- Peter has contacted Chris Huzzard – we can order DVD if people are keen</li> <li>- Suggested put a flyer out – how – Fundraising will include option to order on their flyer for next week. Discussion of cost \$5.00 (keep it cheap)</li> <li>- Peter ask Chris about this year</li> <li>- Order disk with your hot dogs</li> <li>- Wedding photographer in Kindy – ask Kristie</li> <li>- Paul to follow up re 2014 6&amp; 7</li> </ul>	<p>Flyer to be sent with fundraising flyer. Paul to check how best to contact 6&amp;7's from 2014 Need to follow- up for this years.</p>
3.3	<p>Paul will consider ideas about changes to the parent teacher evening arrangements</p>	<p>Already discussed</p>
3.4	<p>Leanne to confirm Audit to be completed for the AGM</p>	<p>Completed</p>
3.5	<p>Canteen Policy to be circulated</p>	<p>Completed</p>
3.6	<p>Fundraising - Volunteer request to be sent (Erin will send to Tia to be circulated). Tammie to liaise with Paul to arrange Funding /expenditure 'thermometer'</p>	<p>Tammie and Paul - to organise planning thermometer</p>
3.7	<p>Succession planning will be required for School banking coordinator role.</p>	<p>Already discussed</p>
3.8	<p>Walking Bus Project - Nina Caputo (not present)</p> <ul style="list-style-type: none"> <li>- Survey responses – 30 families responded.</li> <li>- Paul thinks Nina probably needs a working group to help. Nerrida is keen to help, Tammie also keen to support with her relevant road safety background.</li> <li>- There is quite a lot of more detail required - but generally feeling that</li> </ul>	<p>Teresa to follow up with Nina. Tammie and Nerrida keen to support</p>

		it's not a P&C project although the P&C are supportive. Teresa to ask Nina to investigate further and report back	
3.9	Garden Project – Kristie Metcalfe	<ul style="list-style-type: none"> <li>- Kristie will continue to progress</li> <li>- See AGM Principals report - Sunday 17<sup>th</sup> May to be widely promoted.</li> <li>- Promote Busy Bee on FB page</li> <li>- <b>Motion:</b> That the P&amp;C to support clean-up day by paying for pizzas up to the value of \$200. Teresa Borwick moved and seconded Peter Byrne - declared carried</li> </ul>	Tia to liaise with Rose Lynch to have Busy Bee put on FB
3.10	UWA Fathering Project - Tammie to continue to investigate		Roll to next meeting
3.11	Paul to include cyber safety websites in the newsletter for reference		completed
<b>4</b>	<b>Reports from Office Bearers and Committees (including Annual Reports)</b>		
4.1	President's Report (Teresa Borwick)	<ul style="list-style-type: none"> <li>- Thanked everyone for making her first term as President very smooth, the P&amp;C works very well together.</li> <li>- Acknowledged the work of the office bearers and the committee convenors.</li> </ul>	
4.2	Principal's Report	<p>Refer to the Principal's report tabled at meeting, addition notes include:</p> <ul style="list-style-type: none"> <li>- Paul noted the recent passing of Mrs Carol Abel. Service to be held at the Christian Funeral Offices on Whatley Road Maylands on Friday afternoon.</li> <li>- <b>Meet the Teacher Evening</b> – Some discussion of the idea of changing the Arts night into an 'Open Night'. P&amp;C discussed different options – individual meeting time slots, send information reminding parents to come in. Need to clarify the objective of the night to better pitch the night.</li> <li>- <b>Garden Project</b> - Kristie added there has been good progress with year 6's helping. Need to sell some plants for Mother's Day but then should be ready to go.</li> <li>- Paul noted there will be a <b>Sunday 17<sup>th</sup> May 2015 Busy Bee</b>. There was some discussion about providing food to support. Some members not keen on dirt but happy to support with food / drinks. To discuss further in General meeting item.</li> <li>- Paul thanked the P&amp;C for their efforts over 2014.</li> </ul>	
4.3	Other annual reports Treasurer's Report (Leanne Marchesi)	<ul style="list-style-type: none"> <li>- Mimi Secco has completed the Annual Audit – P&amp;C noted our thanks to Mimi for doing the Audit again this year.</li> <li>- Audit Report was tabled and also circulated prior to meeting</li> <li>- <b>Motion:</b> That \$5000 be transferred to the current Term Deposit to be used to cover future operational expenses in the canteen.</li> </ul> <p><b>Leanne Marchesi Moved and Jacquie Stone seconded – declared carried</b></p>	
4.4	Canteen Report (Jacquie Stone)	<ul style="list-style-type: none"> <li>- Total Sales figures for 2014 \$94859 up from 2013 by approximately \$10,000.</li> <li>- Online sales are increasing to 23% of total sales</li> <li>- Profit just under \$10,000</li> <li>- Appointment of additional 'back of house' staff for the Canteen this year</li> <li>- WA School Canteen Association reviewed the menu and MPPS received a positive response that we have a good balance of items with a couple of items 'on notice' for swapping with healthier items.</li> </ul>	
4.5	School Banking(Fiona Hornung)	<ul style="list-style-type: none"> <li>- Numbers are growing - up to \$1200 commission for the last year.</li> <li>- Need to consider succession planning for future for someone in the school with younger children to take over coordination.</li> <li>- Fundraising Committee (Tammie Deshon) – meeting held before AGM</li> <li>- Chaplaincy report (Tammie Deshon) - see Principal's report and AGM</li> <li>- WACSSO Representative report (Rose Lynch) – nil to report at AGM</li> </ul>	

	4.6	Uniform Shop (Peter Byrne) - Running very smoothly and Trish Horton is doing all the work and Peter greatly appreciates her efforts.	-
<b>11</b>		<b>Other Business</b>	
		<p><b>Treasury motion</b> Motion: Approval to transfer the agreed funds to the school \$5000 for the Mathletics license from P&amp;C account to MPPS School account. Moved Leanne Marchesi and seconded Peter Byrne - declared carried.</p> <p><b>Book Club</b></p> <ul style="list-style-type: none"> <li>- Leanne Marchesi there have been some small expenses to run book club – Treasury has reimbursed Miriam Xavier – P&amp;C supported reimbursement</li> <li>- Two issues: Teachers \$478 – MPPS received \$104 and Kids \$1500 - MPPS received \$297 Query - What to use this money for library or class room sets? <b>Decision:</b> P&amp;C decision to prioritise the purchase of class room sets over the library - unless library indicates a need. Tammie Deshon and Leanne Marchesi will discuss with the teaching staff to work out the priority purchases.</li> </ul> <p><b>Out of School Care Providers</b></p> <ul style="list-style-type: none"> <li>- Ian Kenny raised the issue of insufficient places currently for OOSC</li> <li>- Richard Street - 40 places only</li> <li>- Helping Hands provide Hillcrest and might be keen to take on MPPS as a large number of MPPS kids are attending</li> <li>- The MPPS school site is not able to support but Paul has linked Helping Hands with the Old Maylands School Site – as the SIM site is relatively empty. Bruce Herriman – (SIM) is happy– Helping hands might take on role.</li> <li>- Watch this space.</li> </ul> <p><b>School banking – promotion</b></p> <ul style="list-style-type: none"> <li>- Fiona sending a promotion flyer tomorrow and a note in the newsletter.</li> </ul>	<p>Leanne to transfer Mathletics funds</p> <p>Tammie and Leanne to liaise with teaching staff on book purchases</p>
<b>12</b>		<b>Closure of General Meeting 8.50pm</b> <b>Next meeting 3<sup>rd</sup> June 2015</b>	