



Rossmoyne Primary School P&C Minutes of General Meeting

Monday, 12th February 2018

No.	Item	Discussion	Action Assigned To
	Meeting opened at 7.35pm		
1	Present: Apologies:	Sarah Haddow, Jodi Hatton, Gemma McDonnell, Leia Hunt, Melanie Boston, Rochelle Williamson, Renée Shapcott, Mathilde Ton, Greg Wilson, Nigel Deeks, David Furness, Darren Blankley, Cindy Lewis, Helen Wallis, Kylee Paull Tammy Riley, Kate Sewell, Shelley Stokes, Darren Wiggers	
2	Acceptance of previous Minutes <i>27th Nov 2017 General Meeting</i>	Moved by John Coombe; Seconded by Rochelle Williamson	
3	New School Chaplain	Introduction of Renée Shapcott to the P&C. Renée has commenced with the school as our new School Chaplain. This is the first time RPS has had a school chaplain – this was identified as an improvement area in the 2017 “Our School, Our Say” forum. Renée’s role is to help support the pastoral care efforts of the school, through assisting with the social, emotional and mental wellbeing of our students. Renée is initially available one day a week, but there may be an opportunity mid-year to apply for additional funding and increase the number of days. <i>Renée left the meeting.</i>	

4	Matters arising from the minutes – Monday 27 th November 2017	<p><i>4.1 Nature Playground Project Update</i> Nothing to report. <i>There are no further updates to this item.</i></p> <p><i>4.2 Maggie Dent Evening</i> John has sent a followup email regarding available dates for 2019. Waiting for a response. Rochelle has a brochure from the organisation “Resilience Kit” offering information evenings, on topics such as “Anxiety in Children”. Leia offered to do some further research into the organisation and the available topics. <i>Item carried over to the next meeting.</i></p> <p><i>4.3 2018 School Magnets</i> The magnets have arrived and will be distributed to families shortly. Need to investigate whether payment has been received from the sponsors. Rochelle to check with Sabrina regarding whether this has been received. <i>Item carried over to the next meeting</i></p>	<p>Leia Hunt: Investigate topics available and feedback/reviews on Resilience Kit</p> <p>Rochelle Williamson: Check with Sabrina regarding receipt of payment for 2018 magnets sponsorship</p>
5	Correspondence	<p>Mother’s Day Fundraising Flyer – <i>given to Events Coordinator</i></p> <p>LotteryWest Grants Information Sessions Flyer – <i>consideration for pre-primary playground upgrade</i></p> <p>Entertainment Book Fundraising Flyer</p> <p>Colour Fun Run Fundraising Flyer</p>	
6	Office Bearers Reports 6.1 President	<p>Due to the change in our P&C reporting year, we now need to hold an election for office bearers within the three months following the financial audit for 2017. This will be the new AGM for the P&C. All positions will be declared vacant, and nominations received in time for the AGM.</p> <p>MOTION: The 2018 Annual General Meeting for the Rossmoyne Primary School P&C Association will be scheduled for the 14th May 2018, to be in alignment with the new reporting year.</p>	

	Moved by John Coombe, Seconded by Darren Blankley. <i>Unanimously agreed.</i>	
6.2 Treasurer	<p>All outstanding bills have now been paid, leaving a balance of approximately \$14,700.</p> <p>2017 financial records have been submitted for audit. Estimated cost is \$1,500.</p> <p>Rochelle requested a copy of the 2016 Audit.</p> <p>MOTION: For payment of auditing costs for the 2017 Financial Records, it is proposed that the P&C approve expenditure of up to \$1,500.</p> <p>Moved by Darren Blankley, Seconded by Kylee Paull. <i>Unanimously agreed.</i></p> <p>P&C Membership Fee paid by:</p> <ul style="list-style-type: none"> • Leia Hunt • Jodi Hatton • Gemma McDonnell • Melanie Boston • David Furness 	Darren Blankley: Send a copy of the 2016 Audit to Rochelle
6.3 Principal	<p>Thank you to parents and students for a smooth start to the year. Special thanks to all of the hard work from staff during the school holidays to ensure that the classrooms were ready for the start of Term 1.</p> <p>Currently have 449 enrolled students (17 new enrolments since the start of the year).</p> <p>School has funded an extra day a fortnight for the school psychologist.</p> <p>There are currently 4x vacancies on the School Board for Parent Representatives. Nominations due by 9am on Monday 19th February, 2018.</p>	
6.4 Events	<p>Last year the idea of a Christmas/End of Year Fair was mentioned. It is recommended that a separate sub-committee be formed for the organisation of the event if we go ahead. Need to consider possible dates. Need to investigate when Rossmoyne SHS are holding their 50 year</p>	Cindy Lewis: investigate the dates for the RSHS 50 th Year Celebration Events

		celebration events, to ensure we do not overlap with their timing. <i>Carried over to the next meeting.</i>	
7	WACSSO	First meeting for 2018 (and their AGM) is usually held in the first week of March. Still waiting for confirmation of the date.	Kylee Paull: Distribute notification of the WACSSO AGM Meeting dates when received.
8	Other Business <i>2018 Project Ideas</i>	Need to begin to generate a list of potential projects to be considered for funding with the 2018 P&C budget. Ideas suggested include: <ul style="list-style-type: none"> • Pre-Primary Playground Update • Landscaping on hill next to Room 15 • Covered walkway between senior school blocks and lower level classrooms <i>Item carried over to next meeting</i>	
	<i>Engraver</i>	Suggestion that the P&C investigate whether there is a need to purchase an engraver which could be used by the school and parents to protect student (and school) iPads and computers. Concern raised that the iPad cover is too thin to use an engraver on. Discussed and suggested that parents individually take care of security for their child's iPad/laptop.	
	<i>New Parents Sundowner</i>	After reviewing the Term 1 calendar, Friday March 16 th was suggested as the date for this year's New Parents Sundowner. Subcommittee formed to organise: <ul style="list-style-type: none"> • Sarah Haddow • Kate Sewell • Leia Hunt • Melanie Boston • Gemma McDonnell MOTION: It is proposed that the P&C approve funding of up to \$500 for catering for the New Parent's Sundowner, to be held on Friday 16th March, 2018. Moved by Darren Blankley, Seconded by Mathilde Ton.	Kylee Paull: Send Sarah contact details for subcommittee members.

		<i>Unanimously agreed.</i>	
	<i>Volunteers List</i>	The P&C Volunteers request form is usually distribute at the commencement of each year. Cindy has created the form, but we need a volunteer to collate the responses into a spreadsheet. Leia has kindly volunteered to assist with this role.	
	<i>2018 School Discos</i>	Hayley has advised that this will be here last year in the role of Disco Coordinator. James Hunt was nominated as a possible replacement for Hayley. Hayley to liaise with Rochelle regarding possible dates – Term 2 (May) and Term 4 (November).	Hayley Wiggers: send Rochelle some proposed dates for the discos
	<i>Second Hand Uniform Shop</i>	Cindy has advised that she will be stepping down from the 2 nd Hand Uniform Shop role at this year’s AGM. Stock levels are down due to ceiling incident, and we are waiting to replenish stocks before reopening. Requested assistance with laundering last years unclaimed lost property, for inclusion in the stock.	
9	Close of Meeting at 9:00pm	Next meeting: Monday, 19 th March 2018 at 7.30pm	

Signed as a True and Accurate Record of the Meeting:

John Coombe, President