BELDON PRIMARY SCHOOL P&C GENERAL MEETING – 20 October 2020								
	Attendee	Apology		Attendee	Apology		Attendee	Apology
Lorraine Ablett	☐	☒	Heather Endersbee	☐	☒	Bianca Moore	☒	☐
Jenna Albert	☐	☒	Amanda Hastie	☐	☒	Deanne Murray	☐	☒
Christelle Antill	☐	☒	Kym Harding	☐	☒	Monica Pettersen	☒	☐
Chris Brown	☒	☐	Donna Lavers	☐	☒	Janica Ringwood	☐	☒
Jeanie Cambridge	☐	☒	Iris Ludewig-Rohwer	☐	☒	Skye Rowe-Platts	☐	☒
Kristy Carlsson	☒	☐	Christiane Lueken	☐	☒	Jessica Sanders	☐	☒
Erin Charteris	☐	☒	Sarah MacPherson	☒	☐	Liz Selzer	☒	☐
Abby Cousins	☐	☒	Toni Mason	☒	☐	Christie Skodt	☐	☒
Geoff Elliott	☒	☐	Naomi McInroy	☐	☒	Peter Williams	☐	☒

1	**Opening and Welcome by President**	**Action With:**
1.1	Meeting opened 7.08pm 20 October 2020.	
2	**Minutes of Last Meeting**	
2.1	• Minutes of General Meeting dated 5 August 2020 confirmed Kristy Carlsson	
3	**Business Arising from Previous Minutes**	
3.1	<u>Cultural Activities</u> • Teaching blocks are being renamed using the three gifts of the Waugul dreamtime story – Boodjar (land), Moort (family) and Kaartdijin (knowledge). New signage is currently being made. • Aboriginal bush tucker garden bed outside B Block has commenced with the arrival of a grass tree. Tucker Bush will work with Year 4 students in Week 3 to plant out the garden bed. This incursion is funded by the P&C and Martu Family Trust. • The Aboriginal flag will be painted on the bounce wall this week by Mrs Brown & Mr Williams. • Incursion being held in week 3 to learn 'The Welcome Song' and a Cultural Assembly whee the school will be presented with the Aboriginal flag. The incursion is funded by class morning teas. • Funds from Community Funding Program Grant ($2,721.96) have not been remitted into any of the school accounts, Chris and Sarah following up with City of Joondalup.	
3.2	<u>Kindy Pre Primary Mud Kitchen</u> • Toni has details of materials required and needs to approach Bunnings to establish final cost for approval by P&C.	Toni Mason
4	**Correspondence and Business Arising from Correspondence:**	
4.1	<u>Incoming</u>: • Solar Our School Campaign – reviewed and agreed the school is not interested in the program.	
4.2	<u>Outgoing</u>**:** • Nil	
4.3	<u>Communication Protocols</u>**:** • All forms and flyers being released to the school must be checked and approved by Admin • Any decisions that are posted on Facebook must have School Approval. Routine updates do not require prior approval. • Facebook Administrators to be reviewed and updated.	
5	**Presidents Report**	
5.1	Nil in addition to general meeting agenda.	

6	**Principal's Report**	
6.1	Term 3 Conclusion/Term 4 Commencement: • Term 3 ended very successfully. The interschool carnival went smoothly and the Whole School Excursion to Caversham Wildlife Park was a great success. • Term 4 has started smoothly. Lizzy Lane (Science/Dig Tech) is currently on leave for around 4 weeks. Fiona Blight (Art) will be on leave for around 2 weeks. All other staff are on deck.	
6.2	Term 4 Events: We have a very busy term ahead of use. With a big commitment in terms of events. Some of the major events (or things to note): • School Development Day – 2 November • Kindy Fling (screening) (Week 2 & 3) • Beldon Speaks Finals (Week 5) • Interm Swimming (Weeks 5 & 6) • Indigenous Culture Developments (Week 2) • Awards Assembly (Week 10) • Thanks You Morning Tea (Week 8 – Thursday 3 December) • Extensive maintenance work expected to commence at end of the year. Works include ceiling replacement and classroom refurbishment. Works will likely extend to new year.	
6.3	Year 6 Events: • Transition Days – Various • Graduation & Lunch (Week 9) • Year 6 Camp (Week 10) • Laser Tag Day	
6.4	COVID Precautions – Likely Impact: The delivery of a number events will likely be impacted due to COVID precautions including limits on attendees: • Graduation Ceremony • Awards Assembly • Thank You Morning Tea	
6.5	Towards 2021: • Expect to form an additional class • Not expecting any teacher changeover • Budget will be tight due to funding an additional class • Changes to MCS role, Tarnya has resigned from the part time role and returned to her role as School Officer. New part time MCS Nicole Adams. Rhonda is taking long service leave in Term 1 and Nicole will cover the MCS role full time during this leave.	
7	**Treasurers Report**	
7.1	Balances as at 20 October 2020: • TOTAL – $16,115.65	
7.2	Liz currently looking for alternate Auditor that can deliver service at a lower cost. Current auditing costs $1,000. Please contact Liz if you have a contact that could perform the service economically.	Liz Selzer
7.3	Current committed funds: • WACSSO Annual Fees $1,500 • Audit Fees - $1,000	
7.4	Agreed to maintain a list of committed funds and report on these figures.	Liz Selzer
8	**Uniform Shop**	
8.1	Stock is low due to shipping delays due to COVID.	
8.2	Bianca currently sourcing quotes form alternative companies to determine if pricing advantages can be achieved.	
8.3	Regular demand for skirts and pants. Agreed to continue to not stock these items. Bianca to advise families that the Permapleat items may be able to be be purchased from Uniform Concepts, 7 Delage Street Joondalup	
8.4	Agreed to discontinue long sleeve shirts, half zip jumpers and hair accessories.	

8.5	Graduation shirts 2021 – design and price to be the same as 2020.	
8.6	Second Hand Uniform Shop: • $167.70 in donations received in Term 3 • Winter stock has been stored and Second Hand Shop has been refreshed with summer stock • Is going very well and well received by parents and carers	
9	**Safety Representative**	
9.1	Nil to report	
10	**Funding Requests**	
10.1	• Bee Moore noted that chest freezer for Stephanie Alexander Kitchen partially funded by the P&C has been received	
10.2	Literacy Pro Program: • Chris Brown requested P&C Funding Support for the Literacy Pro Program. Partial funding requested at approximate cost of $1,500 per annum. • Chris noted that absence of support will require parents to fund as part of Booklist costs or program to be discontinued. • P&C noted concerns with funding ongoing programs and lack of information provided to support requests. Requested additional information to be considered at next meeting.	
10.3	Funding Strategies: • Geoff Elliot noted frustration with obtaining support from P&C to fund school priorities. • P&C noted that the P&C does not receive strategic advice on school priorities to fund and funding requests are not supported by a business case and relevant detail to inform the funding decision. • Agreed that the P&C and the School need to work on a Financial Plan which identifies funding priorities and fundraising activities to support these priorities, to be reviewed on annual basis.	
10.4	Funding Priorities: Geoff Elliot noted the following school priorities: • Digital Devices – the way forward for education is digital technology to be delivered as part of the curriculum (i.e. using digital devices in all classes). The long term goal of the school is a digital device for each student. Chris Brown noted that it is proposed laptops will be leased at a cost of $900 per unit for a five year period. P&C requested a formal funding request demonstrating the strategic plan for increasing the number of devices held by the school and the level of investment required from the P&C. • Contribution to Existing Programs – assistance with funding existing programs such as Literacy Pro	
11	**Fundraising**	
11.1	Sporting Event Sausage Sizzles: • Lapathon and Faction Carnival went very well thanks to Bee's organisation. $975 and $852 was raised respectively. • Records to be kept of each sausage sizzle to help plan for future events • Bee & Kristy to develop a checklist for organising sausage sizzles	Bee Moore / Kristy Carlsson
11.2	Containers for Change: • Containers for Change has commenced with bins now on site. • Scheme number to be added to school website to encourage parents and their network to contribute to the Beldon PS Scheme • Beldon Tavern has overed to contribute their Containers for Change Funds to Beldon PS P&C	
11.3	Entertainment Book: • $90 profit • One online membership has been donated for the quiz night • Duration of book has changed to 12 months from purchase. Monica to send updated promotion.	Monica Pettersen
11.3	Quiz Night • Planning well underway by Christie and her Fundraising Team • Tickets still available, update to be issued on Facebook sites	Christie Skodt

12	**Canteen**	
12.1	• Difficult to get volume of volunteers to distribute the commitment, some volunteers are doing 5 or 6 shifts a term. Toni to engage with Class Coordinators to encourage participation as currently only request volunteers through the Community Facebook site which may not reach all potential volunteers.	Toni Mason
12.2	• Canteen Coordinator role to be handed over by Term 3 2021 as 2021 is Toni's last year with the school	Toni Mason
13	**General Business**	
13.1	• Succession plan for P&C President to be considered as Kristy's last year as a School parent is this year. Kristy to check with WACSSO regarding ability to remain as P&C President once no longer having active students at the school.	Kristy Carlsson
14	**Meeting closed – 8.34pm**	
15	**NEXT MEETING – Wednesday 25 November - 7pm (Amended to Tuesday 24 November post meeting)**	