

West Leederville Primary School P&C Agenda
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Date: 13th February, 2018

Venue: WLPS staffroom

Present: David Lorimer, Fiona Kelly, Aine Sommerfield, Kath Dawson, Naomi Wallace, Kate Shawcross, Amanda Faragher, Christy Kailis, Marg O'Connell, Hidefo Kurokawa, Aimee Goffrey, Richard Moyle, Lisa Wade, Sarah Williams, Andrew Porter, Carolyn Finch

Apologies: Julie Metcalf, Ann Conlon, Adam Marr, Tanya Watkins, Kat Popp

Meeting opened: 7:35pm

1. Acceptance of previous minutes

Motion proposed: Kath Dawson

Motion seconded: Sarah Williams

2. Fundraising proposal

Naomi Wallace – Outdoor Movie Evening at the School

Screen from Screens West, awaiting licensing approval (**Danielle Eaton** to arrange both).

Power required from Dad's Army (**David Lorimer, Richard Moyle** to arrange)

Lighting and pre-show music required (**Sarah Williams** to arrange)

David Lorimer to arrange alcohol through Wine Thief. **Sarah Williams** to arrange temporary alcohol licence.

Extras: Popcorn, choc tops, pre show music, decor, food trucks (**Naomi Wallace** to arrange)

3. Matters arising from previous minutes

Nothing.

4. Correspondence

Resilience Kit Seminar – emailed to P&C

'Dear West Leederville Primary School P&C,

I'm Gemma, Groups Coordinator at [Resilience Kit](#).

My team and I specialise in the delivery of evidence-based mental health programs for people of all ages, run in community centres. To date, we have helped hundreds of Perth children, adolescents and adults build resilience, prevent and reduce anxiety.

Last year, we ran "**Kids and Anxiety**" community seminars at over 20 schools, councils, early learning centres and playgroups.

Would West Leederville Primary School be interested in hosting a community seminar for parents/caregivers?

There would be no charge to your school if the closed event can be shared via our social media channels for publicity.

A school seminar is a great way to engage the audience in thinking about how building resilience in the family can help prevent emotional distress such as anxiety. We usually run this on a weeknight for an hour plus question time.

Please feel free to contact me directly on 0481 369 446 to discuss ways we can work together to shine a positive light on mental health this year.'

Naomi Wallace - to contact Gemma for further information for next meeting.

Your Move

Emailed to everyone to read. Adam Marr also mentions it in his report.

5. Standing items

5.1 Principals report: Fiona Kelly

Class Reps - halfway there.

New building - needs completing. When funding issues are resolved the garden shed will be rebuilt.

Toilets still need to be attended to, were meant to be part of build but came up short of money. Refurbishment of inside a possibility. Depends on what is done with garden shed as this impacts what occurs with the toilets. When resolved Fiona will respond.

Funding - extra money for admin was cut this year, equated to around \$50K for WLPS. We are ok but it does mean things are tighter this year.

Focusses this year are - aboriginal culture in response to a framework all schools are to implement. We are also a Teacher Development School, which means \$40K this year and next year for IT. Delivered through webinars and face to face. Teaching staff from other schools.

Arts: Cultural Arts Showcase - drama, visual art and LOTE. Plan for an evening similar to arts night. Request that P&C assist with night. Proposed Week 3 of Term 4. Will still be Christmas Carols concert.

120th Celebration of WLPS this year - also requested assistance with that night - have an early event for past students. This will be combined with the Book Night. Make it into an event.

Fiona Kelly will put into the newsletter to request assistance and historical data.

5.2 School board report:

Aine attended Tuesday 6th Feb.

New chair elected - Andrew Porter. Barrie Harvey - Deputy.

Board will be forming a playground committee. The workings of this committee was discussed.

Andrew Porter mentioned that the committee for the playground is community focussed and trying to balance this with the strategic direction of the school.

Fiona Kelly noted that when the Playground Committee is formed the P&C will have representation.

5.3 President's report (Julie Metcalf):

Last year the running of the P&C needed updating such as accounts and banking, the website, canteen daily running, Policies and procedures for fundraising and spending, just to name a few, however the team of volunteers who put their hands up and have dedicated their time have been amazing to work with and we have achieved so much.

A few things we achieved last year 2017;

- We now have internet banking
- The canteen finished with a profit
- Updated website
- New procedures put in place for fundraising ideas
- New procedure put in place for funding requests
- Audits completed 2013, 2014, 2015, 2016

We were a new committee last year except for Tanya Watkins and Kath Dawson and I would like to personally thank these ladies for all their continued support throughout the year. They have been a wealth of knowledge and have been happy to help with anything we may have asked. Also, I'd like to thank, Lisa Wade, Michael McInerheney, Janelle Costello, Robyn Gilfillan and Fiona Kelly for all their support and answers.

As for the rest of the team and committee. It has been a pleasure working with everyone last year. Everyone has worked together, offering support and ideas. The events conducted last year such as, quiz, sculptures, spring show and crazy camel helped the P&C generate much needed funds for the school to help enhance our children's learning areas.

A special thank you to Aine Sommerfield for attending Board meetings on behalf of the P&C, Jo Walker for keeping the school community updated with news and events via the website and face book page, Kath Dawson for all her effort as class rep and uniform coordinator. Tanya Watkins for coordinating and helping make change in the canteen, Vivi Constantine for taking on treasurer and keeping us all up to date with funds and how much we can spend, David Lorimer for organising dad's army and being the Vice president, Sarah Williams for all her hard work and dedication as the fundraising coordinator, Ann Conlon for being secretary and all the other little bits and pieces she does. I just want to say a big thank you for all your dedication, effort, advise and time. Thank You!

5.4 Treasurers report: Vivi Constantine

See separate report from Vivi.

David Lorimer summarised that there is currently \$80K in the account, but \$40K is allocated to the school already. Fundraising committee worked hard to raise these funds and we need to work hard to get funds up again this year especially as the football parking revenue has now gone.

5.5 Social and fundraising committee report: Sarah Williams

Events for the year ahead

Fete and Quiz Night

This year is a fete year and no one has put their hand up to organise the fete or the quiz night. Both events have been well run and there is a hand over package to assist anyone who would like to organise it.

- 2 people have expressed interest in the fete but not to take the lead.
- No takers for the Quiz Night yet.
- **Kath Dawson** proposed (and will) to send a separate communication to the school via class reps and separate to the newsletter requesting assistance for the fete.
- Lisa Wade proposed that each child made a slip to note in their diary requesting assistance for the fete. In previous years each class has had a responsibility and this worked well.
- Aine Sommerfield - it would be good if new people took over and brought in different ideas.

'West Leedy on Wheels'

Sarah Williams - proposed biking event around Lake Monger. Stopping for obstacle courses, mini events around the Lake. Possibly scavenger hunt and other events.

Naomi Wallace proposed arm bands to identify who has tickets. Aine Sommerfield suggested faction arm bands, Fiona Kelly believes we have arm bands left somewhere that are paper ones.

Cocktail Party –

Sarah Williams proposed a new event which is a cocktail party for the parents, 7th April (Saturday). Adult (ticketed) event. Fund raising. Test the water with the community. To be held in the Amphitheatre. Catering. 150 tickets would be optimal. Starting 6-6.30. Entertainment included. Subiaco PS does a cocktail party event and is successful and slightly different but we could model on that.

David Lorimer agreed a great idea and so Sarah Williams will move forward with this. Derry Simpson and Naomi Wallace to work with Sarah Williams.

Other fund raising ideas - Entertainment Books, Krazy, Kamel, Recipe Books (Kath Dawson, Naomi Wallace, Kate Sinfield).

Halloween - scope for event at school and not at Beer Park - this will be discussed further.

Aimee Goffrey - proposed a Day of the Dead event at school for those that do not want to do Halloween - or just an alternative.

[5.6 Grounds committee report: David Lorimer](#)

David Lorimer requested a plant - Fiona Kelly noted that Michael McInerheney is going to bring one from home. There are some works down at the Kindy to be attended to. The Nature Playground needs the water feature and some updates. Natalie Terry (Teacher) will propose what is required.

[5.7 Canteen committee report: Tanya Watkins](#)

Nothing to report.

[5.8 Uniform shop committee report: Kath Dawson](#)

Kath Dawson - big start to the year. Thank you to the volunteers that contributed to the pre term opening hours. Around 16 parents helped out. Already in profit for the year. Isabelle Nash (parent) has donated profits from chair bags to the P&C.

[5.9 Class representatives report: Kath Dawson](#)

Kath Dawson - we have 3/4 done already and a push by Kath to complete the list. New communications will start to go out next Monday.

[5.10 Eco Coordinator: Adam Marr](#)

Climate Clever

I believe Michael McNerhoney, will give an update on the Climate Clever initiative that he is leading out on – initial 'idea register' developed – see attached. The idea being that \$\$ saved through energy and water efficiency activities have the opportunity to offset ongoing costs and potentially fund ideas that in turn will lead to greater savings and improved eco-outcomes for the School.

Kiss n drive updates:

- I have followed up with ToC three times now and suffice to say I'm getting no-where fast.
What I do know:
 - Water pipes for Perth will continue for at least the next 3 months in the areas immediately surrounding the school.
 - ToC will be levelling off Northwood Street toward Cambridge as per the diagram below sent by the lead Engineer – funding for this is already approved so this will go ahead – likely Julyish.
 - As part of these works I have been assured the following will be taken under consideration – but who really knows what that means:
 - New road markings and signage for an extended kiss n drive – as per our recommendation, on Woolwich st boundary of school;
 - Marking out specific parking bays on Northwood st boundary of school;
 - Widening the footpath immediately surrounding the school;
 - Installing traffic calming on Northwood – likely outside central main gate area on Northwood side and similar to what exists on Woolwich st just west of the Woolwich/northwood roundabout minus the tree island in the middle of the road – see google image below.

Your Move

- 2017 Hands Up Survey results attached. To get the students more involved and because it is now online, I'm looking to hand over completing these surveys to some interested students i.e. my year 6 daughter. I'm hoping they can then also run with the Blog and redeeming of rewards.
- Open to suggestions on a happy way to redeem the points we have accumulated – at this stage, 426 points – expiring on 1 Jan 2019. Here is the reward program link identifying a bunch of cool active travel stuff: <https://yourmove.org.au/redeem-points/>.
- I also just wanted to acknowledge that in December 2017, WLPS was officially ranked as a 'Silver' school within the WA Dept of Transport's 'Your Move' program – range is Double Platinum, Platinum, Gold, Silver and Bronze. We are in the top 14 schools in WA for points and activity in 2017 based on:
 - Walk to School Day,
 - Blue walking feet painted on sidewalks around school,
 - Hands up survey's since 2015,
 - Formal school facilities and surrounds audit with ToC;
 - Proactive Traffic management planning,
 - Lets Ride - cycling program,
 - Scooter racks, and
 - Blog – see <https://yourmove.org.au/west-leederville-primary-school/>

Reference images below:

(from Ann: please check your e-mail)

6. New business

Aine Sommerfield - on request of Julie - to survey parents and note how we can get more involvement on the P&C. This would be a survey monkey and would ask various questions in order to ascertain why people were not coming, if they knew the function of the P&C and how to get them involved.

Marg O'Connell will assist with the survey and some promo work for the P&C.

Aine Sommerfield noted that the parents may think the P&C meetings go on too long.

Naomi Wallace noted that the class meetings at the beginning of the year would be a good time to ask the teachers to promote the P&C and perhaps give out a note on what is done and how help is needed.

Naomi Wallace - noted a coffee morning to ask people to come along and hear about what the P&C do.

Further efforts will be dependent upon the feedback from the survey.

7. Close and next meeting:

Close: 9:08pm

Next Meeting: Tuesday 27th March