



West Leederville Primary School P&C Agenda
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Date: 19th June, 2018
Venue: WLPS staffroom
Present: Naomi Wallace, Aine Sommerfield, Christy Kailis, Ann Conlon, Lisa Wade, Fiona Kelly, Julie Metcalf, Aimee Gaffrey, Kath Dawson, Sarah Williams, David Lorimer
Apologies: Carolyn Finch, Richard Moyle, Adam Marr, Amanda Faragher,
Meeting opened: 7:33pm

1. Acceptance of previous minutes

Motion proposed: Aimee Gaffrey

Motion seconded: Fiona Kelly

2. Uniform

Ragtagd & Donate buttons Kath Dawson

Update from Kath, early item as she is only able to come to the meeting for a short time.

Kath explained the Ragtagd system of monitoring school jackets through a sew in tag which sets off a ping to the owner's mobile phone if the jacket makes its way to Lost Property. Approximately 500 tags were given free to the school a couple of years ago and therefore one given to all students. Ragtagd as a company has now been purchased by Spartan, a uniform making company. Spartan will only continue to supply and monitor the tags if the school purchases uniforms from them (we currently use Permapleat). Purchasing from Spartan will make jackets more expensive however the tags will already be sewn into the jackets. If we use the new company the jackets will be \$38 (now \$32).

Fiona – likes the idea of all jackets being tagged as there are so many in lost property. Fiona believes \$38 is not a huge amount for a school jacket.

Julie – agrees on price.

Kath – believes the quality is similar and distributed a sample of the Spartan jacket for everyone to inspect.

Naomi – potential for Spartan to charge for monitoring tags down the track?

Some general discussion around monitoring, charges and lost property.

Kath – Ragtagd have offered to sew the tags into the current stock of jackets if we move supply to Spartan. This means we can use up the current stock of jackets in the uniform shop before purchasing additional jackets from Spartan.

Kath – would like the school's help to educate parents why we are changing over to Spartan and the price increase.

Fiona – happy to move over.

Julie – the only change is in the style of the jacket (minor change only) and price.

General discussion around a new sales method for the jackets – a sheet will be handed out when people purchase the jacket with instructions on how to register and use the system.

Julie – will liaise with Fiona to draft an email to the school as to why we are moving over.

Kath - will liaise with Spartan rep.

Kath – also has excursion bags to propose for the uniform shop. Water resistant and able to hold a towel so also good for in school swimming. Would help alleviate a plastic bag use. Will sell for under \$20. Approved.

3. Matters arising from previous minutes

Pedestrian Crossing to Lake Monger

Fiona – provided an update on the proposed pedestrian crossing at the bottom of Northwood Street to access Lake Monger. The Town of Cambridge need to apply to Main Roads to have the crossing installed. As a result, the ToC have asked for the School's assistance in letting them know the community use of Lake Monger.

Fiona - would like families to complete the online survey, the results of which will be submitted to the ToC and assist the case in getting the crossing. A further push via email to the community will be used to encourage more completion of the survey.

4. Correspondence

West Australian Classroom Cash Competition

Carolyn Finch has offered to organise, however was sick so missed the cut off.

Julie – did anyone at school register? Can Fiona find out?

Fiona – does not know.

Julie - believes last year the benefit from this was a \$50 voucher.

WA Education Awards for 2018

Julie – these awards are now open. Anyone can nominate a teacher, EA, staff member, Principal etc. A flyer will be put in the school office tomorrow.

WACSSO P&C Voice

Julie – new issue has come out and copies are available if anyone would like to read them.

Insurance

Julie - Global insurance is due July 1, 2018. The Executive Committee will sort this out but mentioning at the meeting to make everyone aware. For uniforms and machinery in canteen. Last year was \$1,200 for insurance.

5. Standing items

5.1 Principals report: Fiona Kelly

Pedestrian Crossing – Lake Monger

Fiona – see above.

Quiz Night

Good job on the Quiz Night, made approx. \$24,000 this year but have yet to pay for alcohol so once this is done, the total funds raised is estimated at just over \$20,000.

Lisa – loved the theme and was a great night. Music and Movie theme kept an even ground.

Sarah – thanks to the staff for supporting it as this sends a positive message to the community.

Aine – Sid was great as MC.

Fiona – enquired as to the clean-up of the gym at Perth Mod?

Julie – organisers stayed behind to clean up on the night. A box of rubbish was left inside the door as instructed by Perth Mod for the cleaners to remove prior to the space being used again the next day. Unfortunately, on checking in with Perth Mod on Monday after the Quiz, the box was found outside the door and the rubbish had been strewn everywhere – presumably by animals. Julie discussed with Perth Mod as the relationship between the two schools is very important. Concluded that the cleaners did not come as planned and another group must have placed the box of rubbish outside the entrance to the gym. Apart from that all went well.

Books Purchase

Fiona – Robyn has purchased some new books for the library. She spent approx. \$2,000.

School sponsorship

Fiona – a question has been raised as to sponsorship at school. Are people allowed to sponsor things at school and the school itself? Fiona found out that you cannot have children labelled (i.e. uniform, the school) but you can have items within the school, such as the stage, items in the playground, as well as events. This can be discussed as things come up.

Julie – is there a procedure on that?

Fiona – there are forms to fill out.

Julie – extra thing to consider is that corporate sponsors will want to use photos etc to cover their sponsorship.

Aine – parents might not be happy about that – would suggest a separate consent form.

Fiona – would need to consider sponsorship on a case by case basis as to the appropriate type of sponsorship etc.

Sarah – a matter did arise with the Quiz night so a protocol needs to be written.

120 Year Open Night and Book Evening

Fiona – there will be a 120 year open night book evening event. This will be held in the middle of Bookweek, planned to start at 4:30pm and will invite past students (older). Fiona has met with some past students who would like to come, to enjoy afternoon tea and a history display.

Fiona – school would like P&C help with the afternoon tea. Requested through class reps. Parents to make scones, jam and cream. Serve tea and coffee. From 4:30-5.00pm.

Julie – Unsure if the P&C can pay for food as it is not seen as benefitting children – per P&C policy?

Aine – can always ask parents to donate.

Fiona – P&C help to set up. Fiona will be around in the day time to assist.

Aine – will the Book Fair be in the hall again? Yes.

Sarah – we could put together a multi-media presentation with photos of previous students and the school etc to be showing on the night. Can be shown in the hall or where the cream tea will be held on a screen.

Note: 22nd August Book Week Parade/ evening. 29th August is Faction Carnival Week but exact date is TBC.

5.2 School board report:

Aine – is now appointed to the school board. Julie Watson has left and Andrew Porter is staying on the board for an extra term. Delivery and Performance Agreement was discussed at the last meeting, however the Board have no power on its content.

Aine - Fiona provided report to the Board on NAPLAN online. Less bandwidth at school than in a regular home so there was some juggling involved in enough internet for NAPLAN to function.

Fiona - believes that we will need more bandwidth soon. Believes NAPLAN worked well. Only 1 day that NAPLAN was slowed down because of other classes.

Some general discussion around how results will be provided back to the school. Fiona attended a meeting last week on this.

Sarah – when will results be back on this?

Fiona – not sure, believes mid-term 3. When the whole of NAPLAN is online then results will come through faster.

5.3 President's report: Julie Metcalf

Fathering Project

Julie – discussion on The Fathering Project - what is the benefit for \$400? Peter is going to do some further research. Julie is aware that the Fathering Project also provides structure as well as speakers to the school. Julie noted that the Exec. Committee is going to talk further on this and we will get back to the wider P&C at the next meeting.

5.4: Treasurer's report: Vivi Constantine

See attached spreadsheet – Vivi away.

Note \$65,500 on 2 accounts, including \$18,500 for approved items. \$41,100 unspent. Proceeds from the Quiz Night and Colour Carnival fete will be added for this year.

Lisa – podium spending was allocated however now the actual podium selected is out of stock and unable to be ordered. Will investigate a new one again.

5.5 Social and Fundraising committee report: Sarah Williams

Quiz De-brief

Sarah Williams

Julie - ended up picking up the Quiz organisation as Paula Guntrip (original organiser) became unexpectedly seriously ill. Committee that Paula had organised had done a great job in the prep and organisation and so was easy to pick up. Julie had organised the Quiz before.

Lisa – how are we going to thank the organising committee?

Julie – will do so in the newsletter.

General discussion: Golden ticket was well organised and a great idea to be in the chocolate bar.

Sound quality was not great at the back but is hard to improve because the night is held in the gymnasium.

Lisa – felt questions were asked too fast.

Julie – awesome night so well done to all.

Grounds enhancement/ Playground Project

Sarah Williams

Sarah – a smaller group within the committee has put together some concepts of what could be done in the grounds/to the play spaces. These ideas will be put to Fiona for initial feedback and discussion. The whole project will continue in stages.

Naomi – any consideration as to cost during the development of these plans?

Sarah – not initially as stages and several of the ideas are concepts only for discussion. Not a lot of big ticket structural items.

Storage of P&C Equipment

Sarah Williams

Sarah – enquired as to when are the builders finished so that we get the P&C storage back?

Fiona - within 2 weeks, was supposed to be finished 2 weeks ago.

Athletics Carnival Food

Sarah – on site preparation would be better for food, rather than canteen making things at WL and transporting as last year did not work very well. Sarah will look into sausage sizzle by volunteers with donated fruit for this year's Athletics Carnival.

Lisa – will find out if there are BBQ's on site at City Beach Primary that we can use.

Sausage Sizzle memorial garden fundraiser

Sarah - Nearly \$1,000 raised from sausage sizzle last week for Molly Baker's Memory Garden project but \$200 costs to be deducted. So around \$800 raised in total. \$600 was the goal so a good result. Richard will get with Michael Baker to discuss next stage, see below.

Colour Carnival Fete Update

Ann Conlon Aimee Gaffney

Ann – so far going well with 54 stalls accounted for. A Food Stall meeting was held last week. Cheryl Hughes took everyone through the regulations and requirements etc. This year there will be a large food selection on offer. Still collecting items. The organising committee has been quieter the last couple of weeks to allow for the Quiz Night but will now ramp up. It should be noted that Caterall, the catering company, has been fantastic with assistance. Momentum to be gained next term.

Julie – have you found the fete sign?

Fiona – need to wait on access for shed.

Camp Australia has offered 2 people for 3 hours for the day to run a creche.

Ann - ownership has been taken for nearly all of the stalls.

Crazy Camel Christmas Cards

Naomi Wallace

Naomi - Tiki McLennan organised last year but will not do this year.

Sarah – will Sally Gorey be on board? This is critical to the project.

Fiona – yes.

Christy – will put her hand up to organise. Christy will source someone to help her.

5.6 Grounds committee report/ Dad's Army: Richard Moyle

Memory Garden

Julie (for Richard) – will be working on action items for Memory Garden. Richard will catch up with Fiona to find the missing plaque. Richard will also get quotes to have plaques repaired and then liaise with Molly and

Michael Baker about the details of the flowers, pavers and garden beds. Will put together a budget and report back to P&C.

5.7 Canteen committee report: Tanya Watkins

Julie (for Tanya) - Good response to sausage sizzle last week. Treasurer has done a handover. The canteen ran at a loss last year of \$278. This year so far up \$3,398 up – the difference is due to accumulated wage issues.

5.8 Uniform shop committee report: Kath Dawson

Please see above.

5.9 Class representatives report: Kath Dawson

Kath – does not necessarily want the job next year. Would like to source for a new class rep co-ordinator.

Naomi – only 4 meetings left this year so perhaps better to get someone on board sooner rather than later.

Kath – not sure how best to advertise. Perhaps class reps! Would need to be someone who would be happy to come to P&C meetings etc. Perhaps an earlier year's parent? Ideally someone who does come to school fairly often during the week.

Julie – will work on this at the beginning of next term, after the exec meeting.

5.10 Eco Coordinator: Adam Marr

Emailed from Adam:

Frank Strever from Town of Cambridge is currently compiling a report to extend the kiss n drive as suggested and is liaising with Fiona to progress. A residential survey has been completed with support for this.

No update at this point on the road change layout to Northwood as awaiting Water Corp to finish their works.

proposed signal crossing across Lake Monger Drive between Northwood & Blencowe. Please complete survey.

6. New business

7. Close and next meeting

Close: 9:18pm

Next Meeting: 7.30pm, Tuesday 31st July, 2018