



West Leederville Primary School P&C Agenda
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Date: 20th March, 2018

Venue: WLPS staffroom

Present: Julie Metcalf, Sarah Williams, Ann Conlon, Richard Moyle, David Lorimer, Vivi Constantine, Aine Sommerfield, Tanya Watkins, Aimee Gaffry, Amanda Faragher, Fiona Kelly, Lisa Wade, Katherina Popp, Naomi Wallace, Marg O'Connell,

Apologies: Christy Kailis, Carolyn Finch, Kath Dawson

Meeting opened: 7:32

1. Acceptance of previous minutes

Motion proposed: Richard Moyle

Motion seconded: Tanya Watkins

2. Fundraising proposal

Fundraising Proposal - Colour Carnival – 18th November, 2018

Vivi and Ann have re-branded the Fete the Colour Carnival. They have spoken to the school and to council. 25 stalls already in place. Asking for \$5,000 seed money.

Some ideas to change things and some will be the same. Ann said though it is rebranded there will be overlap with the Fete.

Fiona has asked the teachers for stall input. Linda Williams wants to do origami and dumplings. Katie Samsa will be helping with buskers. Michael McInerney's wife is proposing to make beeswax wraps to sell with the Year 4's. Three kindy classes proposing to sell seed tags. Pre-primary selling mystery jars.

Ann mentioned that the idea is to have lots of food trucks run by the community.

Vote for \$5,000 seed money: Yes: 15 No: 0

3. Matters arising from previous minutes

Parent survey: Julie Metcalf/ Marg O'Connell/ Aine Sommerfield

Aine, Julie and Marg have put together a short survey via Survey Monkey to try to gauge from the community more P&C interest. This was put to the P&C to review.

Tanya raised a point regarding the \$\$ contributions towards the P&C in WLPS against other surrounding schools. Aine said that several people have mentioned they would prefer to donate and not have obligations in respect of time. Fiona mentioned that the survey was wordy, this will be reviewed by Aine, Julie and Marg. It is proposed to reduce the word count a little.

Fiona questioned what will be done with the results if people choose to contribute more financially. This would mean that the community might expect a change to be made to the contributions system. Suggested a change to the wording on the Booklist Form.

Aine raised the point that if someone does contribute more there is still no way of them opting out of emails etc requesting help.

Julie proposed to take Question 5 out entirely.

Proposed to get survey out prior to School Holidays.

Julie thanked Aine and Marg for compiling the survey.

Resilience Kit Seminar: Naomi Wallace

Best Programs 4 Kids – Resilience Bootcamps, Parental Workshops

Naomi found more information from parents who had been to the seminars. It was agreed that they were not particularly useful as they directed participants to buy the authors book. There are other resilience programs around and as the school already does the Girl Power/Good Guys programmes these are enough at this time.

Distribution of Minutes: Carolyn Finch (Naomi to mention on Carolyn's behalf)

Carolyn proposes sending out the Minutes via the Class Reps to gain a further reach within the community. Fiona and Julie discussed putting the minutes out via the Facebook page.

Julie proposes putting a link to the Agenda onto the Facebook page with a link to the web page which contains the Minutes (these must be from the previous meeting to be accepted into the P&C).

4. Correspondence

National Ride to School Day: Naomi Wallace

23rd March (9th March Registration, 7th March notification)

Notice received too late for school to action. Fiona mentioned school also received notice too late. Wait until next year but school will still do walk to school day this year.

Fun French Club: Naomi Wallace

See Appendix 1

Fiona and Lisa said school have enough going on for now so not interested. Naomi to respond.

5. Standing items

5.1 Principals report: Fiona Kelly

Fiona noted the movie night was a success.

Fiona noted that the staff are happy to get an invite to the cocktail night.

Lots of enthusiasm re the 120th Celebrations and proposed to get a book together.

Fiona noted that the new Facebook page for the Alumni and 120th Celebration is creating interest.

Fiona noted that there is a group of ex parents also hoping to come along to the Cocktail Event.

Fiona noted that Vivi is now on school finance committee. The school gets \$4M/ year and over \$3.85M of that is salaries which is based on a formula of how you staff schools. Some money has been cut from the school. After salaries have been accounted for there is about \$170,000 and from that needs to come utilities such as water which was \$30,000 last year alone. Maintenance schedule also must be included. Additionally, there needs to be LOTE etc. This is why the P&C funding is so vital to the school.

Fiona noted that the P&C funds double what the school is able to input to the critical spending on things like maths and English. This is determined by a group of teachers who will decide on what the money is spent on.

Fiona noted that the spending is made by learning areas. Fiona also noted that once the amounts of money are diluted down into, what is spent by each student it does not amount to much.

Fiona noted that when money is spent it is usually noted within the Newsletter i.e. \$X was spent on XX.

Julie noted that in her discussion with Fiona and in response to community feedback there needed to be more transparency to the wider community on spending for the P&C.

Julie and Vivi noted that in previous years more was earned and expected from fundraising, especially with the loss of the football parking.

Amanda noted that at her previous school when money came in it should be spent on the current cohort (other than contingency funds). Amanda questioned if the Fete money is ear marked for anything in particular and if a 'wish list' can be published prior to the fete.

Sarah noted that the P&C has been advised that they will most likely be asked for funding of the new play space. Ann noted that in the Quiz Night it was successful because rounds were advertised as being 'to raise money for...'. Naomi raised that this should then be followed through for transparency and that this is an extra job for someone.

Fiona and Lisa noted that there should be trust involved as they take photos and provide a spreadsheet report of where the money goes (rounded not exact amounts). Naomi noted that this is about transparency towards the community who raise the funds,

Lisa noted that it is too hard to account for small dollars when teachers need resources (i.e. batteries and popsicle sticks).

Sarah noted that people wanted detail as to what the money is spent on.

Fiona noted that line items are too hard to add up individually as there are hundreds of things spent on each year.

Richard raised that there could be a question on the survey as to what parents expect as to financial reporting from the school. Aine, Marg and Julie to discuss how best to add this in.

Lisa noted that the P&C funded the early literacy programme and this was well received because it was well promoted.

Julie will work on getting out into the newsletter what the P&C money is being spent on so that she can report back to the community. Marg noted that she will put some financial information into the survey.

Community Garden proposal down near Leederville Bowling Club. Fiona likes the idea that down at the Bowling Club there are Senior members of the Community who would keep the garden going when the school is on holiday or busy.

Fiona noted that the school goes through phases of growing things.

5.2 School board report:

No attendee from the School Board. Julie to follow up with.

Playground Committee

Committee has been formed with 15 members (Michael McInerney and Mark Etherington from the Board, 5 parents, 3 staff and 3 children (Ministers for the Environment)

- The children have been asked if the playgrounds can be more functional and for concepts (Phils class have worked on some graphs which could be utilised)
- The 1st meeting is being held on Thursday, 15 March
- The committee is independent to the Board and therefore is not part of the Board's function
- A question of the level of funds available to this project was raised. The committee may come up with some options first and then the level of required funding could be determined. This will probably be discussed by the committee at their 1st meeting.

Community Garden- Michael McInerney was talking to the Mayor at the Leederville Sporting Club event last Sunday - one issue they discussed was the potential for WLPS to have a new plot at the Community Garden near the Sporting Club.

This would need help from the Dads Army and parent volunteers but could be an idea for the school to start a plot at the Community Garden. [I can follow up with Mike for more details]

Budget- Funding from the P&C has been allocated in the budget for this year.
Also some Board members are coming up for re-election. Fiona has not received any nominations for members.

The next Board Meeting is 8 May

5.3 President's report: Julie Metcalf

Audit

Two audits done 2013, 2014, we have had to pay for them (\$500 per audit). 2015 or 2016 are not done and Vivi will have a look at them and see if she can pull some info together.

Julie is considering providing 2017 audit to the same person and may need to write off 2015 and 2016. This will be followed up.

Movie Night – Julie thanked the movie night committee and felt it was a great night.

5.4: Treasurer's report: Vivi Constantine

See attached excel spreadsheet.

CBA account is being closed. There will be an email to let everyone know.
We have moved to Westpac as they fulfil more of the needs of the P&C at this time.

5.5 Social and Fundraising committee report: Sarah Williams

- **Movie Night debrief: Naomi Wallace**
Night was successful given the hiccup of winds meaning that Saturday night was cancelled and the event had to be moved to the Sunday night. Several families requested refunds for their tickets and several families who could not attend chose to donate their ticket value to the P&C. Naomi noted that next year there should be some 'fine print' to say what will happen in the event of cancellation.
Naomi noted that we had received several tips on making more money from Screenswest who provided the screen this time. All revolved around levels of sponsorship. Will considered this for next year.
Naomi noted that if we are to do this next year it needs to be booked in fairly soon.
- **Cocktail Night brief: Sarah Williams**
Sarah – staff have been invited complimentary tickets. 14 staff currently expressed an interest to come. Hosting in the amphitheatre and making Plan B in case of inclement weather. Sarah has put together some merchandise for the 120year celebration. Cooler holders with logo and melamine glasses which will be etched with the 120 Celebration logo.
Sarah wanted input as to the price for each item. \$10 for cooler holder and picnic glasses. It was suggested that \$10 was too much but most people agreed to \$10 on each.
- **Glassware and cooler holders: Sarah Williams (see above)**
- **Fundraising thermometer**
Sarah will work on a Thermometer to show to amount raised by the P&C throughout the year. This was approved as a great idea.
- **Harmony Day**
Sarah will be running a recess sale at the canteen for Harmony Day. Wembley IGA have supplied fruit. Eight Adults have offered to help. This is great. Advertisement to go out vis class reps, FB and school app.

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

Dais request: Lisa Wade

Lisa requested a dais to be made for faction carnivals as the school has previously borrowed one from Kapanara Primary School. Lisa would like the dad's army to build some for the school.

David asked that some quotes be obtained just to see how much one is to buy first.

Richard – DA helped on the movie night, also planted the tree in the courtyard.

Richard raised the point that there is a plaque at the front of the school in memory of someone and that this is now in disrepair. Richard would like to rejuvenate this and find out more about it.
Amanda asked if she can prepare the garden beds next to pre-primary for planting. Fiona approved.

Fiona requested that pavers need to be collected from Osborne Park to save the delivery fee of \$150.
Richard will attend to this.

Dave asked where the decorative tiles out the front of the library have gone to. Fiona noted that these are now on the defects list for the new build.

5.7 Canteen committee report: Tanya Watkins

Managers report from Barb – Mondays slow, Wednesdays better, Fridays busy.
Some volunteers are helping and more would be great. Trying to encourage Fridays.
No communication from staff to canteen on the start of swimming lessons, resulting of different lunch times for some orders.
Internet in canteen is not good. Julie has spoken to Michael McIherney about this and they are looking at giving the canteen a SIM card for an ipad which should be more efficient. Tanya Looking into the costs.
Barb has asked if we can have labels made up for the baskets.
Woolworths online has been great but Canteen will try Coles as well. Woolworths have had some limitations as to their ordering system particularly when they cannot meet an order capacity.
Julie thanked Barb and the canteen committee for their efforts.
The canteen has a new treasurer – Wendy Cai-Greenwood but not sure if there is a hand over yet.
Aimee noted that the canteen required some industrial grade pans as they were using domestic sized pans on the commercial stove. The canteen has been asked to provide a wish list at the end of last year and this has not been provided yet. Tanya will ask them if there is anything they need.

5.8 Uniform shop committee report: Kath Dawson

Nothing to report.

5.9 Class representatives report: Kath Dawson

Class rep meeting next Tuesday 27th, at 7:30pm in the staff room.

5.10 Eco Coordinator: Adam Marr

No information provided.

6. New business

Timing of Agenda Items: Naomi Wallace

Deadline for Agenda Items will be Friday prior to the meeting to enable the Agenda to be compiled, distributed and read by the P&C prior to the meeting. If the deadline is missed the item will be bumped to the next meeting.

7. Close and next meeting

Close: 9.35pm

Next Meeting: Tuesday 15th May, 2018

Appendix

hi

my name is Vanessa Pietrasik, I am the manager of *LCF Fun Languages* in Perth.
LCF Fun languages is Australia's leader in language clubs for children.

We are thinking of organising a FREE DEMO LESSON to gauge the interest for a FUN FRENCH CLUB after school. The school has agreed, we only need to decide on a day.

No previous knowledge is necessary to join our fun clubs, the *LCF Fun Languages* method has been specially designed to make children start from scratch and make their way to proficiency at their own pace, in a friendly, stressfree environment. We use lots of games (quiet and lively), indoor/outdoor activities, masks, dress ups, craft, etc.

Our clubs are fun and affordable, only \$20/ session/child after free demo lesson or free trial when the club already exists. We offer 25% off for siblings 2nd and 3rd child)

I was wondering if the P&C could help spreading the word around, I don't know if you have a parent's email list or anything that could help promoting the French club.
We already have some children from *West Leederville PS* coming to one of our club in Swanbourne, it would be great for them to have the club on site and be able to share their passion for French with their school friends.

I have attached a few documents and pictures so you can have a better idea of what we do.

Thank you in advance for your support
Kind regards
Vanessa

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Vanessa Pietrasik
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