



**West Leederville Primary School P&C Agenda**  
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**Date:** 15<sup>th</sup> May, 2018  
**Venue:** WLPS staffroom  
**Present:** Fiona Kelly, Andrew Faragher, Ryan Hathrill, Kath Dawson, Lisa Wade, Tanya Watkins, David Lorimer, Aimee Gaffrey, Richard Moyle, Michael Baker, Vivi Constantine, Ann Conlon, Naomi Wallace, Jackie Chapelhow, Peter Kailis.  
**Apologies:** Sarah Williams, Julie Metcalf, Amanda Faragher, Aine Sommerfield, Carolyn Finch  
**Meeting opened:** 7:30pm

**1. Acceptance of previous minutes**

**Motion proposed:** David Lorimer  
**Motion seconded:** Aimee Gaffney

**2. Fundraising proposal**

Nature Memorial Garden Molly Baker (Yr 3, Ms Greenway), Michael Baker, Dad's Army

Molly Baker came to the meeting to present a plan regarding the small garden area at the front of the school near the bike shed. This garden was originally constructed in memory of two former students; one who passed away from asthma and another who was run over on Cambridge Street. Molly would like the garden to be rejuvenated and add native plants and some landscaping.

Molly presented several plans to the P&C, covering each aspect of the garden and each orientation of the bike shed. Molly's initial estimate at the cost of the materials and plants is in the region of \$660.

Molly proposes a fundraiser to have a book sale and bake sale to raise funds. She would ask her class to set up a little shop next to the canteen to hold this, possibly next Friday.

Molly would like some help to top up the money on the cost, once she has held the fundraiser. She would also like some help in maintaining the garden and help with construction from the Dad's Army.

Dave Lorimer – there is one plaque in the garden.

Fiona – second plaque is somewhere within the school, not sure where.

Richard – do need a mounting for the plaque?

Fiona – believes one of the gardeners will maintain the garden if we ask.

Michael - proposes all native plants, so fairly easy to maintain.

Tanya – canteen could hold a sausage sizzle on the day of the fundraiser to raise majority of the funds.

David - P&C can pick up the remaining funds though we would need a clearer idea of how much. Hold fundraiser and wait for next meeting to vote.

Richard to liaise with Molly on the final design, organise a date for the works and make application for any funds required.

Named 'The Memory Garden'

### 3. Matters arising from previous minutes

Parent survey update: *Marg O'Connell/ Aine Sommerfield*

Naomi – Marg and Aine not in attendance believes around 40 responses have been received but more needed therefore there was an additional push on the survey to parents in the newsletter this week.

Community Garden: *Naomi emailed Michael Mac. for update 09/05.*

Michael Mac. asked Fiona to comment for him.

Fiona - met with Nigel at the West Leederville Bowling Club last week and Cam Robinson from the Town of Cambridge. Their concern is that there is energy from the school at the beginning of the project but no impetus longer term. That being said, Cam and Nigel believe that bowling club members will help maintain.

Fiona - we need someone to write funding applications to obtain funds from various sources. Nigel told her that there are 3 or 4 Rotary Member's that meet at the Bowling club – he thinks that they will apply for some funding for the garden but someone from the school needs to write up the funding applications.

Kath - it will be put out to the class reps to find someone to write up the funding applications. Approx \$7-8K required. Michael Mac. is the contact for more information.

### 4. Correspondence

Daniel Moylan *Parenting Educator, proposing a workshop at school, articles for newsletter and extra funds from workshops (over a minimum limit) to the P&C. Endorsed by Principal of St Peter's Primary, Inglewood. Please see attachments.*

Lisa – has read through the attachments and noted that there is a lot of this type of information already at the school (Girl Power, PPP etc). Feels like this is more of the same and the course is very long (2.5 hours over 2 nights or 5 hours on a Saturday). P&C agreed.

David - will respond to Daniel that the P&C are not interested.

### 5. Standing items

#### 5.1 Principals report: Fiona Kelly

<i>Funding Request:</i>	<i>Parent Information Subscription</i>	<i>\$504/year</i>
	<i>Please see attached.</i>	
	<b><i>APPROVED BY VOTE FOR ONE YEAR</i></b>	
	<i>Dais – as discussed at previous meeting.</i>	<i>\$409.00</i>
	<i>Please see attached. Note shipping paid for by school.</i>	
	<b><i>APPROVED BY VOTE</i></b>	

#### Playground Committee

Fiona - parents are going to work on feedback from students. Also included for consideration will be comments from the professional group who put in the kindy garden. They will also propose some ideas back to us and are happy to work with the Dad's Army. Though the school is not committed to work with them. Discussions are continuing around about adding some items into the adventure playground that is already there and also adding to the garden bed. There will be more opportunity for people to comment on the process and plan. Fiona noted there is no actual deadline for the project. Currently the school is waiting for the parents to get back to them with their ideas.

Lisa – the project might be done in stages.

#### Kiss and Drive

Fiona - Representative from council attended school today to go through plans with Fiona. This includes to extend Kiss and Drive to the end of the school block. Nothing changing on the Northwood Street side but the paint markings might be repainted. Aiming to alleviate congestion. He showed Fiona a map of the island refuges near Lake Monger and would like to add more of them in the area. He has also discussed putting a cross walk/ traffic lights at the bottom of Northwood or Kimberley St to cross to the lake.

Fiona - has been asked to provide more numbers back to the council on the school's usage of the crossing to Lake Monger. She will also provide community feedback on use back to the council. Fiona proposes a very short survey to gauge community interest.

#### Open Space

Fiona - requested to be on the committee for the new high school. She is meeting next week with people relevant to the project with the hope that we may be able to use some of the facilities in the long run (sports field, theatre etc).

#### ANZAC

Fiona – Thanks to the parents who did the flowers for the service.

#### Funding Application – Newsletter articles

Fiona - Newsletter information website for articles for school newsletter. Would be used to fit in with issues the school is currently having e.g. anxiety, sibling rivalry etc.

David - asked how the information would be disseminated?

Naomi - how much of this is in additional to what can easily be obtained from Google?

Tanya – there is now a parent TV You Tube channel. Maggie Dent etc posts here.

Lisa – hopes that these articles will help parents with issues at the first stage and before they get to school psych's.

Kath - how do the families that need certain and particular information get that?

Fiona – believes parents can log in and find articles themselves. She would provide general information through newsletters related to problems the school is having.

#### Funding Application – Dais/ podium for sports carnival.

Lisa – proposed as Lisa has been borrowing from Kapinara PS in the past for our sports carnival etc. Have found one which is foldable and collapses into a single box so good for storage. Phys Ed budget will pay for shipping and P&C asked to pay for dais.

Ryan - would ask if we can obtain a dais from the athletics community instead who have helped out other schools. He will find out this week and report back. So provisional voting tonight on the amount requested.

### 5.2 School board report:

Ryan Hathrill – on behalf of school board.

Discussed Principal's Report, playground committee, Gonski amongst other things. Probably most important was the presentation of the budget criteria for future use. Board requires a sense of comparison between years. In addition, the Board needs to ratify the amount spent on various items each year, that they are reasonable, sensible and easy to see trends year on year regarding the school spend.

### 5.3 President's report: Julie Metcalf

Thank you to Dave for stepping up while Julie is dealing with a family emergency.

### 5.4: Treasurer's report: Vivi Constantine

*See attached excel spreadsheet. Nothing further to report.*

#### Cocktail Night

David – thank you to organisers Naomi Wallace, Derry Simpson and Sarah Williams.

Naomi – event raised \$4,500 for P&C.

Fiona - noise complaints from community especially a particular neighbour. Fiona spent 2 days to try to sort the overrun out with the neighbour Town of Cambridge and the liquor licensing commission. Fiona and Julie stepped in to meet with the neighbour and resolve.

Fiona – organising committee should have stuck to the timeline within the letter distributed to the neighbours.

#### P&C Funds

P&C raised contributions last year. A letter was sent out last year to inform the community, no questions really asked in regard to this.

#### Account balance

Vivi – P&C has 50K in the account. This is without the quiz night and the colour carnival which are yet to come.

Fiona – is there any contribution from the pizzas to the P&C on the Quiz night? Not sure.

### 5.5 Social and Fundraising committee report: Sarah Williams

Quiz	Paula Guntrip to provide an update. <i>Absent from meeting.</i>
Colour Carnival	Ann Conlon to provide an update. <i>See below.</i>
Cocktail Party	Sarah Williams – <i>see above.</i>
Drink holders/glassware	Sarah Williams – <i>see above.</i>
Other fundraising	Sarah Williams – <i>see above.</i>
Entertainment Book	Michelle Emmett to provide an update. <i>Please see attached.</i>

#### Colour Carnival

Ann/Vivi – new logo.

32 non-food and 14 food stalls, total of 46 locked in. A few more would be great. Deadline is week 5 of this term to get all of the stalls sorted out. Most classes are committed to a stall and teachers will be working with the children. Will be sending home a note with the children imminently then will be promoted through various media within the school this term. Once the quiz night is held, Colour Carnival promotion will be ramped up to ensure all stall managers are under control and organised.

Ann – it is mostly under control.

Richard - any help required right now? Not yet.

Fiona – how will it be promoted outside of the school in the local community? More to come on this.

General discussion as to where the large sign for the front fence is.

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

See above re Molly.

Richard - will put a call out to obtain assistance with setting up the quiz night.

General discussion re mulch for garden – for future meeting.

### 5.7 Canteen committee report: Tanya Watkins

#### New treasurer

Handover has happened from Annette Dawson (thank you) to Wendi Cai-Greenwood. Good to have a treasurer back on board. Changed all the signatories on the account to be Tanya, Julie and Wendi. Canteen have asked for a credit card but this is not possible because of the double signature account. Have been trialling online delivery with Woolies. Woolworths would not allow a business account due to the smaller spend and would only deliver within a 3 hour window. Coles will do both of these.

#### “Tefal thermomix equivalent”

This item was applied for and the canteen bought a pressure cooker instead. Canteen enjoying using this and it is improving productivity in the preparation of food and getting the staff away from the stove .

Tanya – in general the canteen is progressing and making money. Expect to have a financial report for the next meeting

Internet for Canteen: After much investigation, and previous discussion, this is not as easy as first thought. It may have to be left as is for now. As the canteen is classed as a business there are complications around this.

#### 5.8 Uniform shop committee report: Kath Dawson

Consistently busy and in profit. Not much else to report at the moment. Kath will talk to current volunteers to see who wants to volunteer for next year. 4 needed to run the uniform shop.

David – could feedback as to next year's volunteers be provided for next meeting?

#### 5.9 Class representatives report: Kath Dawson

Working on better welcoming and assistance for new families.

#### 5.10 Eco Coordinator: Adam Marr

Nothing from Adam.

### 6. New business

Fathering Project Proposal Peter Kailis

<http://thefatheringproject.org/schools-program/background/>

*See attachment*

Peter has put forward a proposal on the Fathering Project, an opportunity for dads to be more involved. Champion a WLPS dads group and run some activities throughout the year, sometimes for dads, sometimes dads and kids. These may be within the school alone and sometimes Fathering Project and the school.

Would need to form a Champion Dads Group then promote throughout the school.

Cost – Peter not sure if there is a cost and will research further.

140 groups nationally and most come from WA.

David –Pete to advise/apply if funding is required?

Lisa - believes a couple of year 5 dads are already involved.

General approval from meeting attendees.

Peter - will Champion and organise for WLPS.

### 7. Close and next meeting

Close: 8:55pm

Next Meeting: 7.30pm, Tuesday 19<sup>th</sup> June, 2018