



**West Leederville Primary School P&C Agenda**  
<http://wlpsandc.org>  
**Facebook: Search for "West Leederville Primary P&C"**

**Date:** 14 May, 2019  
**Venue:** WLPS staffroom  
**Present:** Sarah Woods, Peter Kailis, Michael McInerheney, Fiona Kelly, Kath Dawson, Michelle Moyes, Richard Moyle, Julie Metcalf, Sarah Williams, Derry Simpson, Naomi Wallace.  
**Apologies:** Aimee Gaffney, Carolyn Finch, Ali Jensen, Tanya Watkins, Dave Lorimer, Lisa Wade, Raj Soares, Vivi Constantine, Aine Somerfield,  
**Meeting opened:** 7:37pm

**1. Acceptance of previous minutes**

**Motion proposed:** Kath Dawson

**Motion seconded:** Sarah Williams

The following amendments were noted regarding the previous minutes:

**West Leedy On Wheels** – the minutes noted that burgers were to be included in the ticket price – this was not the case.

**Principal's Report – correction as to paragraph heading:**

***New Inner City High School/Communications***

*Various events and links with the Principal of the new Inner City College have been occurring. WLPS using every opportunity to link WLPS with the new High School.*

***Communications***

*An associated Sub-committee will be formed for strategy and communication. Fiona will be asking Jo Walker (P&C Communications) for input on this.*

**3. Matters arising from previous minutes**

**Communications committee. Is Jo Walker on the Communications Committee for the P&C?**

This required clarification from the previous meeting – Julie and Fiona confirmed that Derry Simpson is now on the Committee. This has been communicated with Jo Walker.

**Netball Uniforms**

Kath will follow up on \$10 hire fee for Netball dresses (per season) as the school owns them. This will be effective from 2020 onwards.

**4. Correspondence**

**Nominations for this year's Education awards are now open. Close 31st May.**

**Letter from insurance company noting merger.**

*See P&C Secretary file for brochures.*

## 5. Standing items

### 5.1 Principals report: Fiona Kelly

#### **NAPLAN**

Went pretty well for WLPS, Michael spent time ensuring computers etc were working and ready.

Michael – if there are ever any technical issues, there are always NAPLAN papers submitted to the school. However, the school is not allowed to open them unless absolutely necessary.

#### **End of Year Concert**

Date – December 12<sup>th</sup>, Thursday of week 9, Term 4 using 'Dance Till You Drop' in place of EduDance (same dance tuition offering but through a different company).

Will start at 5-5:30. Dancing will be first (like the EduDance concert) then an opportunity for Food etc. This will be up to the P&C.

#### **Principal's Report - see Board paper online**

<https://wlps.wa.edu.au/school-board-minutes/>

### 5.2 School board report:

Michael gave a brief summary - See website for details.

<https://wlps.wa.edu.au/school-board-minutes/>

To follow up by P&C – potential code of conduct for canteen re safe handling of food (linked with Volunteer Code of Conduct).

### 5.3 President's report: Julie Metcalf

#### **West Leedy on Wheels**

Great event. Different, engaging and fun. Thank you to Sarah Williams, Vivi Constantine and Jessie Walsh for a fun afternoon. These ladies did a great job getting grants, sponsors and donations for this event. Thank you also to Fiona for coming along and being part of the event.

#### **Website- cost**

Our website costs us \$129/year (the P&C website). Subscription is for 2 years. This needs to go onto a credit card and the P&C doesn't have one. Fiona suggested school could pay and then invoice the P&C. Fiona will check on this.

#### **Play ground**

At this stage there is one quote and two designs.

The playground committee met with the second design company to look over the ideas and will be provided with a quote over the next couple of days. The last company providing a quote will share their design with the playground committee next week. Once the playground committee have all the quotes and information they will present to the P&C which should be next meeting. The playground committee are still hopeful the project will start this year.

There was some information contained in the Newsletter last week from Julie to provide the Community with further information.

The current plan is that Andrew, Narelle, Michael, Lisa, Fiona and Julie will meet to look at designs, then bring original committee back in to review, then it will be brought to the P&C. This will hopefully be for next meeting.

Painting of playground – also an option to paint all or part of previous plans. Discussion around cost. Fiona believes it is worth getting the specialised paint that stays on the concrete as it is longer and harder wearing (but costs more). Fiona would like a decision made so that we can get on with some of the painting.

Sarah – believes that this is part of the bigger playground plan, this should be considered.

Richard – if we spend on the build and painting together this year – do we have enough money? Should we spend on the little things if we are saving for the bigger build?

Kath – perhaps the painting of the playground could be separate to the playground development so that it can be done and played on by the kids sooner?

More general discussion.

Decided to vote on \$5K in funding requests (see below) for FourSquare courts only. See below

#### **Exec decision on \$5000 for playground designs and quotes**

Make a motion that the exec can approve up to \$5000 if required to make a decision on behalf of the P&C committee but must present and explain at the next committee meeting.

History – P&C needed to obtain design for the playground but with only one quote needed to own the design in order to obtain multiple quotes. Exec believed that spending \$5K on a design was a good spend in light of the fact the entire build would cost \$120K upwards. This needed to be done retrospectively in order to cover the spend on the playground design so that the committee could move forward with designs and quotes.

**Derry and Peter - Proposed a motion that the Exec can approve up to \$5,000 if required to make a decision on behalf of the P&C committee but must be present and explain at the next committee meeting.**

**Motion to make this amount \$2,000**

**PASSED**

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

See attached spreadsheet.

WLOW made \$2678.64

Total of \$112,504 in accounts  
Approved \$10,305 for spend  
\$20,583 in uniform account

General discussion around grants available? Naomi will put a message out through the P&C to see if someone can search for available grants. If not, then Derry will put through Reps (school community).

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

##### **West Leedy on Wheels summary**

69 families purchased tickets.

Given new ideas for other projects – e.g. fun run at the end of the year? Sarah looking for assistance with these.

##### **2 special Canteen days – Sarah would like volunteers to coordinate these**

100 days of school Canteen Day on Thursday 4 July (Wk 10, T2)

Book Week Canteen special on Thursday 22 August (Wk 5, T3)

Requests for these (as above) will be put through the Reps to see if we can find volunteers (the fun run will be held off until later).

**Quick survey to fill in re Fundraising and Social**

Sarah - Will hold off until next meeting and further update.

**Crazy Camel – Christy Kailis**

Potentially to be done first week of Term 4 and Christmas theme.

Christy to speak with Sally Gorey about thoughts.

**Quiz night**

Coming up – fundraising proposal for seed money – see below.

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

Will send out a call to arms re the Quiz Night.

**5.7 Canteen committee report: Tanya Watkins**

- The canteen recently had the health inspector visit. He/She visits without warning once a year to make sure everything is as it should be. Cleanliness, appropriate food handling methods, fridge temperatures and records etc. The ladies have an impeccable record and it continues this year. He was even crawling around on the floor under the benches to try and find something. So well done ladies! This is despite some conversations with the cleaners recently regarding the cleaning of the floor. Our employees have taken on the cleaning of the floor as it is too old and depleted for the cleaners to use their machine on it (can't use the same mop they use in the toilets so their polishing machine is preferred) as the floor bubbles up.
- A few years ago we stopped ordering milk from Brownes. This was for 2 reasons, to simplify our accounts payable and we could get comparable products for cheaper from one of our other suppliers. One of our fridges is supplied by Brownes. Barb has been waiting ever since for Brownes to pick up on this and take their fridge back. The rep came in on Monday to discuss the matter. Three possible outcomes from here: they'll look at it and can't be bothered chasing it up as we've had it 11 years and it was already 2<sup>nd</sup> hand. Second, they'll offer for us to buy it. Third, they'll take it back. Just a heads up as there may be action required on this but should be able to be handled by the canteen without P&C involvement.

**Health inspector report**

Visits without warning once/year to inspect – have recently visited and given the WLPS canteen an impeccable record. WLPS have taken on the cleaning of the floor as it easier than the cleaners doing it.

**Brownes Fridge**

Stopped ordering milk from Brownes two years ago. Brownes own the fridge. It has come up recently that they will decide on what should happen to it. It's fairly old.

Derry – could talk to Brownes re a new contract and new fridge.

**5.8 Uniform shop committee report: Kath Dawson****Delivery and Sale of new Faction Polos in larger sizes**

Have sold the smaller sizes. Bigger sizes are not selling. We have \$3,500 in value left (approx 180)

Proposed to gift to sister school in Bali and write off the cost. Kath will arrange this.

New styles in all sizes have been ordered in time for Faction Carnival (early Term 3).

#### 5.9 Class representatives report: Derry Simpson

Nothing to report.

#### 5.10 Fathering Project: Peter Kailis

- Woodworking session with Mr B went well last term. They made wooden name plaques by cutting pieces of wood and using heat. Mentioned in newsletter
- Dads and Daughters hair workshop held Friday 10 May
- Dads event planned for June
- Bunnings sausage sizzle reserved for all Fathering Project schools - locked in Sat 24<sup>th</sup> Aug at Bunnings Subiaco
- Camping night planned for 19 October
- Potentially a walk to school with dad day, pre Father's Day
- 120 dads now on mailing list

### 6. New business

**Library Funding Request – see attached documents**

**Kindy Playground Funding Request – see attached application**

**Quiz Night – Friday 21<sup>st</sup> June at Perth Mod – see attached application from quiz committee**

**Painting Four Squares – see above**

**Flagpole – late submission – for an aboriginal flag**

#### **VOTING:**

<b>LIBRARY (from Quiz)</b>	<b>\$10,000</b>	<b>APPROVED</b>
<b>KINDY PLAYGROUND</b> (Carolyn has equipment to donate for the mud kitchen)	<b>\$470</b>	<b>APPROVED</b>
<b>QUIZ NIGHT – Seed funding</b>	<b>\$2,000</b>	<b>APPROVED</b>
<b>PAINTING 4 SQUARES</b>	<b>\$5,000</b>	<b>APPROVED</b>
<b>FLAG POLE (SINGLE)</b>	<b>\$2,265</b>	<b>APPROVED</b>

### 7. Close and next meeting

Close: 9: 41 pm

Next Meeting: 7:30pm Tuesday 18<sup>th</sup> June, 2019