

Tambrey Primary School P&C Meeting Minutes

AGM Minutes

Date: 10th February 2015

Present: Stuart Dale, Louise Royal, Cassie Perry, Lyn & Darren Gillon, Maree Cross, Lori & Shaun Forwood, Maxine Trainer, Anne-Marie Horn, Gosia Bulinski, Lesina Bailey, Amy Pilkington, Emma Campbell, Lauren Bruce, Kylie Miller, Anrie Oosthuizen, Lisa Huddlestone, Rebekah Murphy, Stacey Oxley, Nicole Storey, Amanda Donaldson, Sue-Ann Scobie, Troy Withers, Chez Greig

Apologies: Angela Wakeling, Tim Shaw, Michael Staf, Deb English

Meeting opened: 7.30pm

	Action Required / Person Responsible	Due date
1. CONFIRMATION OF MINUTES OF PREVIOUS MEETING: Accepted by: Stuart Dale Seconded by: Emma Campbell		
2. BUSINESS ARISING FROM PREVIOUS MEETING MINUTES: Sausage sizzle from presentation night went well. Sold out of sausages and made a little money out of it. Hot dog day was held the second last Friday of term 4 and there was plenty of orders; so plenty of money made. Well done to those who helped out. Stuart asked WACSSO to write a letter to Peter Collier regarding shade structure funding that Tambrey missed out on last year. A reply was received back this week; however nothing substantial to tell us why. Stuart will look more into this situation and may visit Brendon Grylls regarding the outcome.	Stuart Dale	
3. CORRESPONDENCE: <u>In Correspondence</u> Westpac Bank Statements Eclipse Invoices Fun Run 2015 leaflet School Banking Statement Fundraising Ideas	<u>Out Correspondence</u> P&C AGM leaflet	Anne-Marie Horn

<p>4. REPORTS:</p> <p>4.1 Presidents Report</p> <p>Stuart gave a rundown of the P&C for 2014. It was a busy and hard year; issues with uniform shop and canteen. Throughout the year Stuart and Anne-Marie had been to Perth to speak to the supplier regarding uniform issues. Main issue was with fabric of shirts; it pulls. Since discussions they hoped to have stopped the issue. Currently there is around \$50,000 worth of uniforms in stock; we need to keep this amount to keep up with demand.</p> <p>With multiple resignations from the canteen last year; the canteen was closed. There was also the back log of paperwork (BAS, super) for the canteen, Stuart thanked Emma for finalising the canteen books. Stuart doesn't see the canteen opening; it is too much work for volunteers, it's a small business. If someone would like to take the canteen duties on; including books, payments, BAS etc. then opening it will be looked at.</p> <p>Fundraising was very successful; term 1 - Easter raffle, term 2 - fun run, term 3 – disco, faction carnival, learning journey, term 4 – presentation night. A fair amount of money was raised; most going towards teacher requests. Hopefully this year will be successful again without the craziness. Stuart introduced Troy; the new Principal for Tambrey Primary School and Chez; new Deputy working alongside Di Hall.</p>	Stuart Dale	
<p>4.2 Treasurer's Report</p> <p>Main Account \$ 32,385.63 Library Account \$ 137.93 Canteen Account \$ 9,888.81</p> <p>We currently have outstanding uniform invoices to pay.</p>	Stuart Dale / Anne-Marie Horn	
<p>4.3 Uniform Shop Report</p> <p>No news.</p>	Maxine Trainer	
<p>4.4 Principal's Report</p> <p>Thankyou Stuart and members of the P&C. The family and I have now settled down in Karratha. The kids of Tambrey are pretty good; polite and they are switched on/focused in both the playground and the classroom. I am very happy with the staff; they are focused on the kids. As a principal I am focused on the success of the kids and the school.</p> <p>Last year, Heather Prance; principal in place, has done a great job on staffing the school in readiness for the start of this year. Chez will we working by my side with Di Hall and Peta Cumming is the new registrar.</p> <p>This Friday is an important day, as this is when 'bums on seats' will be counted and allocation of money from the department will be judged from this number.</p> <p>On a personal note, I have come from Paraburdoo; Principal for 2 years. We went through the process</p>	Troy Withers	

<p>of becoming an IPS; quite a robust and intense process. 13 years in Mandurah doing various roles at different schools; deputy principal, teaching.</p> <p>Overall I want Tambrey to be the best that Tambrey can be; not the best school in Karratha, we are not the same as Pegs, Baynton etc.</p> <p>The 5 keys of success is a good simple language that we can talk to our kids about.</p> <p>I'm a big fan of P&C's, it is great to see so many of you here; I hope you all turn up regularly. The purpose of the P&C is to promote the interest of the school. The school and P&C help each other; assisting in the provision of resources and fostering community bodies.</p>		
<p>5. GENERAL BUSINESS</p> <p><u>AGM</u></p> <p>Stuart call for all positions to be vacant, and asks Troy to step in and start the proceedings. The positions all need to be nominated and seconded upon. Troy asks for nominations for president.</p> <p>President – Stuart Dale Nominated by- Lyn Gillon Seconded by – Maxine Trainer</p> <p>Stuart is happy to continue on as President. Stuart continues with proceedings.</p> <p>Vice President – Kylie Miller Nominated by – Stuart Dale Seconded by – Anne-Marie Horn</p> <p>Treasurer – Stacey Oxley Nominated by – Stuart Dale Seconded by – Emma Campbell</p> <p>Secretary – Anne-Marie Horn Nominated by – Stuart Dale Seconded by – Maxine Trainer</p> <p>Minimum of 3 Executive members are needed; these members are called upon if a vote is needed and there is insufficient numbers present at meetings.</p> <p>2015 Executive Members: Maxine Trainer, Lyn & Darren Gillon, Emma Campbell and Nicole Storey.</p> <p>For legal documentation and to attain change of signatures for the bank, we have a new Treasurer Stacey Oxley and new Vice President Kylie Miller; Stuart Dale is still President and Anne-Marie Horn is still Secretary.</p>	<p>Stuart Dale</p> <p>Troy Withers</p> <p>Stuart Dale</p>	

As a P&C we do what we can to help our kids, as this is where we choose to send our kids. Obviously fundraising is important but there is also other things we can do for the school; i.e. maintenance, parent help, if we can reduce the schools expenditure on items that we can do/fix then more money can be spent on resources for the kids. Stuart hopes to put on Facebook a list on what the school needs doing; there may be some parents out there that have a speciality that can do the work. Stuart is open to ideas. We don't have a fundraising co-ordinator as that is a lot of work for someone. Existing fundraising already in place Commbank School Banking program and Bakers Delight Dough Raising program; we like to support local businesses. Last year we looked at a fan for the undercover area; this year Stuart would like this to be the goal for the year. Stuart thanked the new faces that have attended the meeting tonight. He asked people for their ideas on what they would like to see for the school. Troy asked if teacher's wish lists be presented to him, the school, first and then if they can't fulfil them he would present them to the P&C to see there was any funds available.

Stuart is still concerned about the lack of shade for the kindy area. Nothing structural can be done to the school as it has to go through a robust procedure. Stuart is going to talk to Brendan Grylls over the issue as something needs to be done and the response from Peter Collier was not forthcoming. Lyn Gillon asked if Stuart would like parent support to attend the meeting. Stuart replied that he would be in contact if needed. Stuart is disappointed with the lack of money that is being spent on the school. Hopefully the more noise we make then something might happen.

Lyn Gillon is also concerned about the lack of shade in the pre-primary area. Stuart and Troy have noticed this issue and are in talks of getting it replaced.

Lyn also asked for a maintenance board, a list of jobs that needs doing. Stuart said that is something that will be looked at.

Troy stated that existing buildings, structure and maintenance the school does not pay for, this comes from the Departments Treasury; however they have no funds available. Troy is meeting Liam Scofield; area representative for maintenance, to have a look at the school.

Cassie Perry asked about more parking. Troy said that there is still sufficient parking around. It may be busy at the moment as school has started again and hopefully it will calm down.

Emma Campbell questioned the drinking fountains; the water isn't cold. Stuart said that Liam Schofield is aware of the situation.

Rebekah Murphy asked about fridges for classrooms. Stuart stated that the request for fridges was discussed last year however the teachers didn't want them; as they didn't want to be liable for the cleaning, maintaining of them. Last year the senior block students left their lunches in their bags but this year they are allowed to bring them inside the classrooms like the rest of the school. There is limited spaces in classrooms and wet areas. Troy said he will approach the issue with teachers again.

<p>Discussion was made regarding meeting dates; would it be better to have two certain weeks a term instead on the first Tuesday of the month.</p> <p>Gosia Bulinski asked about the missing shade sail up near the basketball courts. This sail was damaged and was apparently meant to be fixed but hasn't. Troy said that the school won't pay/fix soft shade structures; something Troy will discuss with Liam Schofield.</p> <p>With so many new families attending the school, a suggestion of a tour around the school would be nice; so parents and students don't feel lost on first day of school. Troy and Stuart have taken note of this.</p> <p>Lyn brought up about contribution envelopes; when are they going to go out. Stuart said that the P&C contribution; library resource fund is still in discussion with the school. At the moment to be a voting member of the P&C you need to pay \$1. Lasina Bailey asked if maybe the P&C membership be added to the booklist for easy payment. Troy also asked if a contribution also be added, as it's easy for people to contribute money if they don't have time to offer support. Anne-Marie Horn said if we added a contribution payment, then families won't contribute to fundraising events or we have the same people handing out money all the time.</p> <p>Meeting closed at: 8.35pm</p>		
<p>6. NEXT MEETING: 3rd March 2015 at 7.30pm</p>		