

# MINUTES

## Newborough Primary School P&C Inc

General Meeting – 27/11/2024 7:00pm-8:00pm

<b>1. Welcome and Acknowledgement of Country</b>	<b>Laurie</b>
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<b>2. Attendance and Apologies</b>	<b>Georgia</b>
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**Present:** Laurie M, Jodie P, Georgia B, Denise J, Andrew S, Jess B, James S, Matt B, Maribel W, Andrew M, Lee W.

**Apologies:** Tanya C, Chenoa W.

<b>3. Approval of previous minutes</b>	<b>Laurie</b>
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Approved without amendment.

<b>4. Follow up from previous minutes</b>
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Not required.

<b>5. Reports</b>
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**5.1 Principal's report (Denise J):**

As tabled (attached).

**5.2 President's report (Laurie):**

Thanks to all involved in organising campout, Kindy expo, regular P&C attendees. Hoping for an enjoyable celebration for end of year.

**5.3 Newbros (Andrew M):**

Campout and other events have highlighted strength of Newborough community. Events running smoothly and easy to organise each year following established format. Wine fundraiser still open.

**5.4 Second-hand Uniform Shop (Jodie on behalf of Leanne):**

Leanne request opening one more time this year for uniform donations and purchases for next year. Happy to stay 8am-9am week 9- this was agreed by admin and will be shared to the school Facebook page/WhatsApp groups. Leanne is keen to continue in the role next year but would like to review how opening days are promoted. Appointment of a Social Media Coordinator next year will hopefully support this.

Next year, a drop box will be placed in library so parents can make uniform donations on any day convenient to them.

Cash tin in the uniform shop may need to be emptied- Andrew S will action.

**5.5 Newborough Netball (Georgia on behalf of Tanya):**

Newborough Netball Club won small primary school PNA club of the year and received a prize of \$250, which will be used towards new equipment, hopefully minimising cost increases for the 2025 season.

This prize is awarded based on club participation in PNA mandatory meeting attendance and responding to their emails, participation in coach and umpiring workshops and overall parent/player/official behaviour.

Thanks to all who contributed this year.

## **5.6 Canteen (Jodie)**

Canteen Kings have given us the option of selecting preferred days for next year. Currently Thursday is the busier day. Agreement to query whether Friday can be pizza day, as this is a very popular option for students. If yes, selected canteen days will be Tuesday/Friday, otherwise continue on Tuesday/Thursday.

Discussion regarding whether to open canteen for a third day. Agreement we first need to see if volunteer numbers can be maintained once the novelty of canteen reopening has worn off. Volunteering for this term has been strong, agreed it may be helpful to display a copy of the roster somewhere so parents can check their shifts as needed. "How to" signage to be displayed in canteen to support new volunteers. Jodie has been emailing this through.

Canteen Kings advised they can also do special ordering days. Questions to be asked around whether these can be run with financial benefit to P&C.

## **6. Finances**

**Andrew S**

### **6.1 Treasurer's report (Andrew S):**

As tabled. Expenditure approvals sought were passed without objection.

### **6.2 Financial motions:**

Motion for existing term deposit to be rolled over next year passed.

Motion to open another 3-month term deposit of \$40,000.00 over the school holidays passed.

## **7. General business**

### **7.1 P&C Discretionary Fund (Denise)**

School updated that balance of this had been exhausted (as per Principal's Report). Top-up of \$1000 proposed and approved. Members are happy for P&C to provide additional top-ups, but it was agreed smaller amounts that would be spent within each year are easier to track and managed.

Noted that these funds are intended to support student participation in excursions/incursions/extra-curricular activities. Preference that other available funding (e.g. established external organisations, school resources) be exhausted before using this fund to provide booklist supplies.

### **7.2 End of Year Event (Laurie)**

Newsletter article submitted and WhatsApp post sent out. Gate providing direct access from oval to toilets may not be finished prior to event. Cordoning off with occur instead if needed. Laurie in charge of water buckets, toilet checks, and lock up. Admin will ensure students enter event with parents or suitable guardian. P&C members asked to support with general monitoring of participants whilst enjoying the event.

### **7.3 Building and Grounds Committee Update (Georgia)**

Meeting of Building and Grounds committee this term involved brainstorming ideas for potential projects (short/medium/long term). Some of the short-term project suggestions have resulted in proposals for this meeting. Next meeting of Building and Grounds committee should involve school creating a prioritised list of projects, the P&C can then discuss which of these projects to fund. No obligation for P&C to support all projects or those listed as the school's first priorities, but this way P&C and school can align to achieve shared goals.

P&C members and parent community encouraged to share ideas to be taken to the Building and Grounds Committee with the parent representative Georgia or Denise S.

### **7.4 Kindy playground (James)**

Kindy area very tired looking, and as the entry point to the school would benefit from an upgrade. James has received some quotes suggesting this could be replaced for approx. \$10-15K, with company that has equipment

*The Newborough Primary School P&C acknowledge and respect the traditional peoples of the Whadjuk Nyoongar land we meet on. We respect the connection of the Nyoongar people to these lands and recognise their continuing custodianship of country- Nyoongar boodja. The land may have changed but the connection remains.*

approved for installation in schools. Advantage to the equipment suggested is that it can be extended or have individual parts replaced, rather than other options when faults result in lengthy wait times for repair.

Idea accepted in principle. Needs to be discussed at Building and Grounds Committee to determine logistics of undertaking this in line with Department of Education policies and procedures. James will send through available quotes and specifications for discussion at next Building and Grounds meeting.

## **8. Expenditure proposals**

### **8.1 Year 1 Playground- sand play/toy storage**

\$500 approved for expenditure on appropriate storage system, with any remaining funds to be spent on updating sand toys. School to coordinate purchase and installation.

### **8.2 Year 1 playground Basketball/netball hoops**

Up to \$600 approved for purchase and installation of wall mounted netball ring and basketball hoop. Suggestion proposed area may be problematic due to need to install above roller doors- may be too high for target group. School can change area for installation at their discretion, while keeping with intended purpose of access for Year 1 students. School to coordinate purchase, qualified P&C parents happy to install if gardener/handyperson not employed at time of purchase.

### **8.3 Bore water cleaning- Kindy area**

Quotes for this have not been received due to Sharon's absence. Members support the idea of funding this in principle, but need to have cost estimate before approving. This can go through Executive Committee and hopefully be actioned before the start of next school year.

### **8.4 Sensory/calm-down room resources and upgrades**

Proposal submitted by Maribel reviewed.

-P&C support expenditure on upgrades to the two calm rooms. Agreement that expenditure should be on items that are to be permanent or long-lasting features of the space, not smaller items that would be classified as consumables (e.g. fidget toys)

-More information required on the benefits and uses for the proposed wellness room before P&C agree to expenditure in this space.

**Budget of \$3000 approved for sensory room upgrades, anticipated this will be more than needed.**

**Expenditure from this amount is not to occur on consumables.**

## **9. Fundraising/Planned events**

### **9.1 Upcoming Events**

End of Year event- 12 December

## **10. Other**

Chaplain will engage in school garden in 2025, previously approved funds of \$600 will support the establishment and running of a gardening club. Newbros will sort out reticulation before planting commences.

Faults have been noted with ropes in Nature Playground- school to arrange removal- these were not part of the initial playground design and have already been repaired once.

**Next P&C meeting: AGM Monday Week 3, Term 1- 17/02/2025**