



P&C MINUTES

Bull Creek Primary School Parents and Citizens Association

30 August 2022 at 6.30pm via Microsoft Teams online

In Attendance

Teams: Ana Haynes (AH), Amanda Green (AG), Hari Kirupanantler (HK), Helen Britza (HB), Janelle Osenton (JO), Jude Rangiheta – Teacher LDC (JR) Katharina Martin (KM), Nicky Stott (NS), Martin Lau (ML), Maria Masilang (MM), Olivia Watling (OW), Rachel King (RK), Sharon Marchenko (SM), Tahmina Anwari (TA)

Apologies: Ivonne Whitehouse (IV), Michelle Cronin (MC), Julie McCarthy (JM), Tracey Owen (TO)

Welcome

Jude Rangiheta welcomed, her first meeting as LDC rep. It was reiterated that LDC students are welcome at all events run by the P&C. JR confirmed the LDC students are receiving the information.

Tahmina Anwari was also welcomed as a new parent to the school with a kindy child.

Approval of Minutes

Previous minutes approved. Motioned by AG, seconded by NS.

Business Arising from Previous Minutes

1. Fathers day –Friday 2nd September 7.30am – 8.30am, a bbq with bacon & egg rolls set up outside the new canteen. Hot chocolate, tea and coffee set up in the window of the canteen using the canteen urn. The wooden activity sets can be set up on the grassed area near the nature play garden. The artwork has been put away. Dads are not permitted in the classroom unfortunately.
ML has distributed promotion with assistance of SM and Mr Bono. 55 dads had responded, so expecting about 125 people to attend. \$500 already approved in the budget for ML to buy bbq items. He will spend the full amount to cater for almost 200 people.
ML called for volunteers – NS, JO, SM and AG will help. NS will try to arrange 2-3 other volunteers.
2. Laternenlauf – Wednesday 21 September – draft menu is attached for feedback. It includes photos to make it clearer for pre-ordering. Connect Notice will go out soon – KM to organize with Frau Colgan.

OW has uploaded the menu onto QuickCliq. All meals to be pre-ordered, a 10% allowance on top will be catered for to allow for people such as neighbours and grandparents that may not have access to QuickCliq. Two servings to be done 5pm – 5.30pm and 6.30pm – 7pm. Orders will cut off on 16th Sept to help with purchasing. It will be served from the snack shack. OW to help clear some bench space in the Snack Shack to make more room – currently has lots of boxes etc RATs and colour run storage.

German music will be on to set the atmosphere. *Note: school has requested this be moved to the new canteen.*

Small tables & chairs will be set up to make it easier for people to eat their food, David Martin to coordinate set up and pack up with some Fathering Project dads. The 'plates' will have lids so they are stackable to help with preparation and distribution to shorten lines.

KM has organized the following volunteers OW, Gabi, her mum, Mary Ann. It would be preferable to have a couple of extra helpers for set up (4.20-5.40pm) and pack up (5.40pm – 7.30pm)

KM requested \$2,500 be approved for purchasing food, plates and other items. It is anticipated this much and more will be re-coup'd based on the pricing, which has increased since last year to take plates etc into account. KM will only order the quantities being pre-ordered, plus 10% so that is the maximum amount that should be required. ALL AGREED.

If the weather isn't good and some people decide not to do the walk, they will still be encouraged to come & collect their food.

Volunteers to get a free meal as a thank you. ALL AGREED.

3. Budget Priority Item- Admin has indicated the priority is the spider playground replacement, rather than the assembly roller door or upgrade to the snack shack for the psychologist/chaplin. The spider playground can be tied in with the Ship Shape project work. Planning won't commence until term 4 due to other school priorities. JO has circulated the Spider Playground playground costs & alternatives. AH indicated she wouldn't support the swinging net option as they cause too many injuries. All agreed to continue with the spider playground as the priority item.

President's Report (NS)

Thanks for all the effort in running the disco raising around \$1800. Good amount of food, glow sticks, drinks and a nice touch with the hot chocolates. NS would like more of an effort to get volunteers so that more parents stay behind & help. Re pre-set up maybe the classes could help to put up some artwork to reduce the amount of time involved by parents. Thanks to Mrs Perna for organizing so much fantastic artwork.

Treasurers' Report (MM)

See attached report which was circulated prior to the meeting. Thanks MM.

Same report as last month, just updated with committed expenditure following the last meeting.

SM queried frequency of banking. JO confirmed that Lydia was away for a few weeks which is why one banking round was missed. This shouldn't occur in the future.

JO queried the payment for the bike path. MM has paid the full amount, but the Your Move program has already paid \$799 to the school directly. SM/Leeanne to check how this can be reconciled. Possibly for the banners so that we don't have to pay the full amount for those.

Separately JO confirmed that we have received an additional \$799 from the Your Move program grants. It is anticipated this will be spent directly by Your Move to provide us with the scooter racks so we shouldn't need

to do any transactions. SM has asked for any paperwork in relation to this grant. JO to forward correspondence once it is received.

NS advised she didn't have any success with finding a suitable grant for the sports gazebos as we weren't eligible for the Healthway's grants. She will continue to keep an eye out.

Committee Reports

BOOK CLUB (AH)

SE has reduced work commitments and is back in Perth. She has provided passwords to Lauren and Ana as a backup. The latest book orders have arrived including a number of free books.

AH asked whether we'd consider a Scholastic Book Fair which is a successful fundraiser held by other schools. Other P&C members reiterated their success. JO suggested an alternative could be for her to provide good quality second hand books from Good Sammy to save purchasing of more new books, with books sold for around \$1 - \$2.50 each with a 50 c profit to the school for each book. AH suggested it be conducted around Christmas time. NS requested it be considered for Book Week next year instead.

LDC classes to be added to LOOP. The current orders close this Friday.

CANTEEN (OW)

Rossmoyne PS going well. 110 orders each Tuesday and Thursday. In addition to 140 orders from Bateman and Bull Creek on Wednesdays. So every day is very busy now.

Supply issues with corn and hashbrowns so menu may be changed due to this for next term.

OW requested a recycling bin for the canteen – particularly a weekly 1100L cardboard recycling bin, and possibly a weekly yellow lid 240L commingled container recycling bin and weekly 240L food waste bin. SM to follow up with Leeanne about whether she could organize that through the school preferred supply agreement with Suez (now Veolia) and transfer the cost to the canteen. Particularly with Rossmoyone on board there is a larger amount of food and packaging being purchased.

OW requested permission to the P&C FB page. NS to give her permission. Kylie already has permission.

UNIFORM SHOP (AG)

Orders were placed for 250 reversible hats and 200 new faction shirts as agreed at the last meeting. The total cost was \$6,500. Not all is paid up front. Some will be paid just prior to picking up the goods in 3 months.

Hats were purchased through Nell Gray, uniform bags are from Perma-a-pleat and Aussie Grown supply our shirts.

AG floated a proposal to outsource the uniform shop for the beginning of 2024. Effectively the P&C are running a small business with the uniform shop so there is a lot involved with financials, stock management, staffing, promotion etc. it is a fair bit of work with no profit.

An alternative is to outsource it. It's a more expensive option ie \$32 for shirt, we sell them for \$20. Because a third party has a costs associated with labour, rental space etc. We'd probably consider it for 2024 to get a new vendor.

The proposal was raised for consideration, not a decision as it would be a long process to outsource it. In the meantime in anticipation of outsourcing it is proposed that uniform costs are raised slightly as some items

only make 50c per item. Considering all societal costs are going up it seems reasonable to slightly increase the cost of uniforms.

If the uniform shop was outsourced a second hand stall could still be operated a few times each year.

FUNDRAISING COMMITTEE (HB)

Disco – was really well attended and a fantastic community event. 125 kids at the junior school disco and 75 at the senior school disco. Approximately \$1,800 was raised. DJ Nic created a good atmosphere. Thank you to everyone who contributed, particularly Sarah Montgomery and Chris Hodson.

Considering using an outside venue for the disco next year. If it is confirmed and booked early enough there should be suitable venues a minimal cost. SM to consider whether the school would support this.

Colour Fun Run (AG) – the fundraising packages and information have been circulated to all students. The event will start at 2pm. Kindy kids will be inside the fence to keep them contained. They'll have their own water and dust supply. Help will be required for parents to set up and pack up.

AG confirmed there will be no movie night this year.

PLAYGROUND COMMITTEE (JO)

Ship Shape Project – City of Melville have chased re: an update. This project is due to commence in term 4 once admin have cleared a number of other priorities.

Busy Bee – JO has checked supplies in the shed and we shouldn't need to purchased much as we have a reasonable amount of paint, wood treatment, paint brushes etc left over from last year. JO to organise a playground committee meeting to start to plan/promote the busy bee. Admin still to confirm if additional tasks are wanted by teachers, Tad, Leeanne.

FATHERING PROJECT

Dads and kids camp out proposed for Sat 19th November. More details to be organized after the Fathers Day breakfast is complete.

Principal's Report (SM)

See attached report.

Discussion:

Not all teachers had circulated the book week photos

Greatest Crunch was conducted today. Each class did it separately, and we didn't seek donations from Woolworths, so it was different to last year, but still very effective.

Bring Your Own Device Session (*for year 3s in 2023*) will be recorded if all attendees are comfortable with it being recorded. SM to check the time on the FB page, it says 6.30pm, it should be 6pm. Thanks to JO for forwarding a list of questions that the teachers involved have answered and will share the answers on the day.

Re: COVID SM hopes that in Term 4 things might return to normal eg assemblies.

JO passed on a thank you to all teachers on behalf of the P&C and parents. The Education Department advised that the teachers did not have to provide comments on reports, but Bull Creek PS teachers provided comments for the core subjects (maths/English) & student character. This extra effort was greatly appreciated by parents. We appreciate receiving more detailed reports than many other parents in neighbouring schools.

Correspondence

- Nil of note.

General business

1. P&C Fees.

HB proposed that we request an increase in P&C Fees, which are currently set at \$30/ student. Fees and charges go to the Board for endorsing. There are a few options to get more funding. Admin do not support a tiered fund as that is too difficult to administer. They also do not support increasing the fees as it may mean fewer families contribute. The suggestions were to continue to promote people making their contribution, to add a message to just one thing, or similar regarding making a greater contribution if you aren't contributing your time. And that the P&C could circulate its own bank account details for additional contributions. JO raised again the option of setting up a separate account so that we can use our deductible goods receipt status so that people could receive a tax deductible receipt for donations. She acknowledged that admin is not supportive of this option but wants it to continue to be considered as an effective way to raise funds especially as a number of other schools including Oberthur use DGR status. P&C should promote more about the good work it does and what the money is used for.

2. Music program

AH queried any action on this. NS and AG have not followed it up but will draft a letter.

3. Sports carnival

NS queried whether the oval would be re-mown and re-marked prior to the carnival. SM confirmed it would.

NS queried whether more events could be added to next years carnival – particularly more skill based activities such as discuss and turbo javelin.

HS to book a coffee van for the sports carnival. SM agreed.

Next Meeting

25 October 2022

Meeting Closed

8.07pm



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Principal's Report P&C T3 – W7

Science Week

Thank you to Mr Tisdale for organizing the Science Alive incursion and the wonderful science experiences throughout Science Week.

Book Week

Thank you to Mrs Williams, students and staff for motivating everyone to dress up in their favourite book character costume. Although we didn't have our traditional parade the students still enjoyed dressing up for the day. All classes can view their photos via Connect.

Recycling Incursion

Thank you to Miss Di Fonzo for organising the free incursion for the students. The students participated in engaging hands-on experiences which focused on recycling and reusing household supplies. The content of the lessons highlighted sustainability practices.

Greatest Crunch

Thank you, Mrs Bolton for organising the Greatest Crunch across the school. Today the students celebrated the Greatest Crunch in their classes. This year the event is celebrated in class due to Covid.

BYOD Program

Mrs Louise Twist and Mr Scott Davies will host a Parent Information Evening on Thursday 1 September at 6pm. This session will be recorded for parents who cannot attend.

Public School Review

The administration team is working tirelessly, which means our workload is heavy and we need to focus and prioritise.

Faction Banners

The faction teardrop banners have been ordered with the new Noongar Faction names. These should arrive before the carnival. Thank you to the P&C for funding these for our students.

Father's Day Breakfast

Thank you to Martin and Mr Bono for organising the Father's Day Breakfast this Friday. Currently we have 41 Dads attending which is fabulous.

Sharon Marchenko

Principal

30/8/22

Bull Creek Primary School P&C Association

Treasurer's Report as at 31st July 2022

General P&C Account

Cash Book Reconciliation

Cash Book Balance as at		31 July 2022	
(as per attached Bank Account Reconciliation)		\$	63,642.75
<i>Less</i>	Working Capital requirement	\$	(6,000.00)
<i>Subtotal</i>		\$	57,642.75
<i>Less</i>	Committed Funds:		
	Swimming caps	\$	(200.00)
	Ship Shape Nature Circuit (due July 2023)	\$	(19,550.00)
	Year 6 graduation	-\$	800.00
	Administration costs	-\$	1,000.00
	Fees (Quickcliq, Square, Insurances, Affiliation)	-\$	2,500.00
	SignUp membership	-\$	200.00
	Celebration night book vouchers (Endeavour Awards)	-\$	360.00
	Fathering Project Membership	-\$	1,000.00
	Busy Bee Materials	-\$	1,000.00
	Fathers Day - activities	-\$	500.00
	Paul Litherland	-\$	750.00
	Sculpture Walk	-\$	250.00
	Bike Path/K PP	\$	(4,420.00)
	Ipad Chargers	\$	(3,911.48)
	Tear Drop Flag	\$	(1,500.00)
	Uniforms	\$	(8,000.00)
<i>Subtotal</i>		\$	(45,941.48)
Funds available for allocation:		\$	11,701.27

Note:

Swimming caps - still required?

Income and Expenditure Statements

The P&C is reporting a year-to-date operating profit, after donations, of \$ 14,646.27 as at the writing of this report. A significant income since the last Treasurer's Report (May 2022) was recorded from P & C Voluntary Contribution totaling of \$ 8,250.00.

Total donations to the school to date was \$ 44,890.50. The breakdown of this amount is reported in the following section.

Bull Creek Primary School P&C Association
Treasurer's Report as at 31st July 2022

Donations from the P&C to Bull Creek PS in 2022

2022 DONATION SUMMARY		\$44,890.50
Item	Month	Amount
iPads	Apr-22	\$13,167.00
K/PP Playground	Jun-22	\$29,500.00
Emerging Youth	Jun-22	\$805.50
Constable Care	Jun-22	\$1,418.00

Canteen Account

Cash Book Reconciliation

Cash Book Balance as at 31st July 2022 (as per attached Bank Reconciliation) is **\$ 15,446.83**. Note that there are uncleared transfer transactions from Quickcliq amounting to \$ 819.53 and \$ 1,432.71.

Income & Expenditure Statements

The canteen's monthly loss for June and July are \$ 1,401.90 and \$ 1,156.86, respectively. Worth mentioning are the largest expenses in the past two months of \$ 7,716.33 and \$ 2,982.89 which were both for food purchases.

The canteen's year-to-date loss is \$ 724.39.

Appendices

NB: All reports listed are as at 31st July 2021

1. General P&C – Cash Book Reconciliation
2. General P&C – Income and Expenditure Statement
3. Canteen – Cash Book Reconciliation
4. Canteen – Income and Expenditure Statement