



P&C MINUTES

Bull Creek Primary School Parents and Citizens Association

7 June 2022 at 6.30pm in the Library and via Microsoft Teams online

In Attendance

Library: Helen Britza (HB), Janelle Osenton (JO), Nicky Stott (NS), Martin Lau (ML)

Teams: Ana Haynes (AH), Amanda Green (AG), Dilshad Dhaliwal (DD), Hayley Hope-Johnson (HHJ), Ivonne Whitehouse (IV), Julie McCarthy (JM), Olivia Watling (OW), Sharon Marchenko (SM), Tracey Owen (TO)

Apologies: Maria Masilang (MM), Michelle Cronin (MC), Pauline Hough (PH) - Chaplin

Approval of Minutes

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

Business Arising from Previous Minutes

1. LOSCII – IW chatted to the LOSCII manager Jenni and provided the below summary in writing. JO apologised for not circulating it prior to the meeting, therefore the information is for consideration and further discussion at the next meeting.

Room/Space

They would need more space. Each child needs to have 3.5 sqm indoor space (this was like this before COVID) but it must be a dedicated space and it needs to have **access to heating and cooling**. This is why the undercover area can't be used. The space must be for **sole use** for LOSCCI every morning 7-9 am and afternoons 3-6pm. Even when LOSCCI is not using it, it must not be used by someone else. Jenny mentioned that in the past they used the music or arts room. The room they are using now is at capacity.

Ratio difference for Kindy kids

As soon as LOSCCI accepts Kindy kids into care, the educator-kids ratio must drop down to 1:10 from 1:13 which means they then can take on 3 kids less per 10 kids which makes a big difference. When parents were asked who would need LOSCCI for Kindy kids, the demand was actually not very high. Last year there was 1 kid for the first 2 terms and 2 from term 3 for 2 afternoons.

Staffing issues

It's still difficult to get enough staff. LOSCCI, in contrary to other services, doesn't use agency staff who change all the time, don't know the children and in general, are a higher risk for safety breaches. Jenni said they also prefer to not max out the ratio to the last child, so they are more flexible and able to provide care as per ratio if an educator gets sick and in general are able to provide better care for all children.

Demand for LOSCCI spots

Jenni stated that LOSCCI Bull Creek was full on Mon/Tues/Wed afternoons with about 1-2 kids on the waitlist. There are spots Thurs/Fri afternoon and plenty in the mornings.

Jenni had sent out a survey to parents to find out the demand for spots next year but had only few responses.

There is a LOSCCI committee meeting next Thursday 9/6 where the increase in capacity is on the agenda.

When IW mentioned external providers, Jenni understood it as the school would like to look into another/additional after or before school care provider. As IW was not sure about the intention here, she said to Jenni that I would clarify this for her in our next committee meeting and update her. Melissa Turner's husband is on the LOSCCI committee as secretary.

IW felt Jenni was very open and determined to offer the best care and meet demand for care spots for our children.

Discussion: the school may consider sending a survey asking parents if they would need LOSCCI spots next year and roughly how many days. This would clarify the demand to an extent and help with planning and also determine to what extent LOSCCI availability needs to be increased. It was mentioned they have a licence for up to 80 kids if they have a suitably sized room.

IW to emphasise to LOSCCI that our intention is to work out ways to optimise the number of children accepted by the service and that we appreciate the service they provide.

2. Events calendar

The key issue is that there are 3 events close together proposed for Term 4 – the busy bee, dads & kids campout and movie night. Celebration night also occurs at the end of term 4. It was decided that the movie night would be postponed until Term 1 and tied in with the welcome picnic.

The projection for movie night may be outsourced next year.

ML is to consult with the dads group to determine what type of event might happen for Fathers Day.

He'll also try to secure a date for the dads and kids campout.

The busy bee and fathers day dates would stay as is.

Fathers day – there was discussion about whether an 'event' rather than a 'stall' would be conducted. It was proposed that a bbq, maybe bacon & egg rolls, and activities on the netball courts or oval be conducted between 7.30am – 8.30am. The dads could then drop the kids to their classroom. SM/JM to

look into what other schools are doing and consider whether they might have an open classroom that morning for dads to look around with their kids. To be discussed further at the next P&C meeting.

Laternlauf – the other issue for consideration is the proposed date for Laternlauf. This is to be confirmed. *Note: currently proposed for 21/22 September which may clash with Colour run 23 Sept.*

3. Constable Care / Walk to School

Constable Care - The year 1's and year 5's attended last week. The training and buses cost approximately \$2,500, due to the 'free' training that was available for 60 students from Your Move points the actual cost to the school was approximately \$1,600.

Walk to School - There was very good attendance considering the rain/ overcast day. Thanks to JO/NS for organising and collecting 300 pieces of fruit donated by Woolworths Bull Creek which was well received by the participants who also got a sticker for participation. *Note: next year approx. 200 pieces of fruit may be sufficient, otherwise excess can be distributed to classrooms as it was this year.*

JM has posted stories about walk to school day on Your Move. The students who participated in Constable Care training are doing recounts of their experiences which will also be uploaded. Points from these stories will assist in funding bike training for next year. JO requested that JM also see if the year 2s have stories about sustainable transport that they may have been working on last week.

WA Safety Council bike training – through the Your Move program the school received 4 x 1 hour onsite bike training sessions for up to 60 students (*1 hr / week for 4 wks*). Students are required to bring their own bikes and will be trained on the school grounds. This is at no cost to the school. This is proposed for the first 4 weeks of term 3 for some year 4-6's.

4. PEAC Traffic issues

A new group of PEAC students have started. JM will send traffic information to those new parents.

President's Report (NS)

Thank you to the school/admin for organising the P&C Day event. The idea of a breakfast worked well, and it was a lovely event for the handful that did make it.

Thanks to everyone for pitching in at the election day bbq, thanks also to SM and JM for assisting on the day and showing a strong example by getting involved.

Treasurers' Report (ML/JO)

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

Key points are we have a good revenue thanks to recent fundraisers. The approved budget items for the year have been added to the committed funds for the year and a substantial surplus is available for allocation. An additional \$3,912 needs to be allocated to the ipad peripheries (*part of the agreed \$17,079 but not all has been fully transferred*). Some additional savings and revenue are also due in. Revenue from parent donations hasn't been included yet and that is likely to be an additional \$9,000 (approximately). There is enough unallocated funds for the P&C to consider funding the next 'big ticket' item, which is currently the spider playground (\$20k). JO requested that admin and the committee consider if that is the main item that we want to fund or whether the

upgrade to the snack shack for the psychologist/ chaplin or the automatic door for the stage area should be a higher priority. This can be discussed at the next meeting.

The canteen is running at a profit, despite paying for the new freezer and laptop upgrades. The discrepancy last month was to do with when the banking took place and was an anomaly.

ML has submitted the ACNC annual report, and also the Associations Online annual report. These are our regulatory bodies that we need to submit financial records to annually as a not-for-profit. Thanks ML.

Quickcliq commissions have reduced from 2.9% to 2.3%. ML has estimated this will save the P&C approximately \$300-\$400 in commissions each year. This is a result of taking on Rossmoyne PS canteen and will be removed if we drop our arrangement with Rossmoyne. The saving applies to the uniform shop and canteen.

Maria now has ANZ access.

Committee Reports

BOOK CLUB (AH)

Thanks AH for date stamping all the brochures. They've run out of boomerang bags again. AG has just sewn another 26. Thanks AH! JO & NS suggested providing the Woolworths paper bags as a backup as we have plenty of those. This rounds orders close Fri 17 June.

NS requested that Samiha provide a running total of how we are going with sales/commissions for our next meeting if possible.

CANTEEN (OW)

OW has organised the purchase of the new freezer and laptop. Both have now been set up and are being used. The canteen has been reorganised to fit the freezer in. Thanks OW!

Kylie has confirmed Rossmoyne PS for Term 3 on Tuesday's and Thursday's. They are going to use us to supply drinks.

NS asked about the volunteer situation. OW thinks that most shifts are being covered by regular volunteers but if anyone knows of any new volunteers OW is happy to have them help her on a Friday.

TO requested that Kylie confirm the extra cleaning arrangements, or other implications of opening for an extra day with Leeanne Chappelhow. OW will confirm but believes they've already had this conversation.

UNIFORM SHOP (AG)

Still delays on uniform orders as the manufacturers don't have any items in stock, this is a major concern for size 6 shirts and hats. AG is doing all she can to retain secondhand items until the orders arrive. Naming factions has also been delayed. Otherwise, uniform shop going well, there has been a recent influx of new families so the uniform shop has opened various days to accommodate these new families.

FUNDRAISING COMMITTEE (HB)

Election Day – approximately \$1,500 raised, exact amount to be confirmed next month. It had a really positive community atmosphere & thanks to all the volunteers that stepped in to help especially due to some volunteers having covid. Thanks particularly to ML and Vyanne for assisting last minute. Thanks also to all

parents who donated cakes. Excess plants from the mothers day stall were given to Barbara Reid who will give them to someone to sell in a stall.

Disco – plans are progressing, and Sarah is arranging decorations. HB requested \$200 budget be approved to purchase items for the disco. ALL AGREED. HB also asked whether glow sticks could be used as decorations. ALL AGREED. Hot chocolate and other 'winter treats' will be available.

Wise Winery Fundraising – only 4 orders received so far, \$163 raised. Closes 20th June. Additional orders expected. It makes a good amount of money for little effort.

Colour Fun Run – date has been booked in.

PLAYGROUND COMMITTEE

Ship Shape Project – no progress, Chris Hodson has offered to run the project.

Busy Bee – the busy bee activity list was provided prior to the meeting. SM asked whether this could be circulated to staff/ admin for further ideas. All agreed. Other suggestions included cleaning up the bike shed area and WD40 on the toilet doors in the Banksia block. TO has suggested some colourful game designs – mirror me, snakes and ladders and twister, the could be painted on the paving in the corridor between the library and stage area. Mirror me could be placed in a number of other areas across the school. Admin will consider suitable locations and provide further advice.

FATHERING PROJECT

A Mundaring walk is planned for the upcoming weekend. ML will discuss fathers day and a dad/kids campout with the dads.

Principal's Report

See attached report. Discussions related to SM updates include:

Tree removal in the teacher carpark – HB requested that the school look into the possibility of a kiss and drive to be integrated into the carpark improvements. SM indicated she'd look into the availability of the Department of Education traffic planners to see if they could assist with optimising the parking for parents and staff. Dr Jags is assisting with funding the upgrades.

Note: as SM had dialed in there were connection issues which limited some discussions as this report had to be sped up.

Correspondence

- WACSSO call for conference agenda items
- P&C Day message from the Director General of the Education Department
- P&C Voice (WACCSO newsletter)

General business

1. LDC rep – Hayley Hope Johnson is going on leave. Allison Gorman will take her place on the P&C until she returns from leave. Thanks Hayley and Allison.

Next Meeting

2 August 2022

Meeting Closed

8.25pm



32 Hardy Street
Bull Creek Western Australia 6149
Tel: 08 6216 4400

Principal's Report P&C T2 – W7

COVID Updates

COVID has still been challenging this term although the guidelines have eased. As of 10 June the Vaccination Mandates will be removed and communication has been sent to all parents. COVID hygiene practices are still in place for staff and students.

Bike Education

The students enjoyed their recent Bike Education Constable Care excursion. Thank you to Mrs McCarthy, the staff and students for their organisation and exemplary behaviour. Also, I would like to acknowledge and thank the P&C for making this excursion a priority focusing on the safety of our students.

The '***National Walk Safely to School Day***' and was successful despite the rainy weather. Thank you to Janelle & Nicky for organising the fruit for students after their walk.

Better Beginnings

The Kindergarten students will be participating in the Better Beginnings Program in Week 9 and all students will receive a free book to take home.

School Development Day (SDD)

The staff were very busy on the SDD learning how to implement Brightpath which is a tool for assessing student writing. The staff collaborated and moderated in year groups trialling placing writing samples on the genre rulers. Brightpath also has components on Maths and Science which we will endeavour to explore in the future. Staff participated in online learning focusing on new curriculum content and resources.

Chaplain

Pauline Hough our chaplain has transitioned smoothly into our community. Pauline used to be a parent and on the P&C at Bull Creek when her children attended the school. She has developed many positive relationships with students and families so far. Pauline would like to facilitate a group called 'In Real Life, Real Friendships, Real Confidence'. Pauline has already attended the training and was hoping the P&C could fund \$895 to cover the expenses of purchasing the appropriate books and resources for the students. She was unable to attend the meeting tonight in person due to a prior engagement. As part of Pauline's role is to communicate and assist parents if they are facing personal challenges



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NAIDOC

In Week 10 the school will be celebrating NAIDOC Week. This year's theme is *Get up! Stand up! Show up!* The school will hopefully host a performance by Gina Williams and Guy Ghouse. The students will participate in learning activities to continue to develop and build on their knowledge of Aboriginal culture, connection and history. The students can enter a colouring in competition and we are hoping the P&C can provide book voucher prizes for the winners.

Car Park Trees

The Department has informed the school we need to undertake capital works for the car park area off Francisco St. This area is dangerous as the trees have fallen on staff cars. This has resulted in the staff using their own personal insurance to repair the damages as the School/Department do not cover it. Staff have fallen over due to the uneven surface which can cause unnecessary worker's compensation claims. The trees in the car park have ruined the surface, made many bays unusable and are dangerous for staff, students and parents as the trees drop limbs and are very unpredictable. This has become a problem and a solution is to remove the trees to prevent further issues going forward.

Be You Surveys

Be You Surveys will be going home in the next few weeks. The school can benefit greatly from student and parent feedback. Feedback can be used to guide future focus areas and projects and we want to ensure we acknowledge and listen to all voices in our school community.

P&C Election Stall

Thank you to the P&C for their hard work coordinating the democracy sausage stall on the Election weekend. It was very successful, and the school is thankful.

Kind regards

Sharon Marchenko

Principal

7/6/22

Bull Creek Primary School P&C Association Treasurer's Report as at 30 April 2022

General P&C Account

Cash Book Reconciliation

Cash Book Balance as at		30 April 2022	
(as per attached Bank Account Reconciliation)		\$	89,295.08
<i>Less</i>	Working Capital requirement	\$	(6,000.00)
<i>Subtotal</i>		\$	83,295.08
<i>Less</i>	Committed Funds:		
	Swimming caps	\$	(200.00)
	Kindy area playground refurbishment	\$	(33,920.00)
	Ship Shape Nature Circuit (due July 2023)	\$	(19,550.00)
	Uniform	\$	(5,700.00)
<i>Subtotal</i>		\$	(59,370.00)
Funds available for allocation:		\$	23,925.08

Income and Expenditure Statements

The P&C is reporting a year-to-date operating profit of \$5,408.10 as at the date of this report.

A payment of \$2,247.80 for the uniform cost.

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

Items	Amount	Month
Ipad	\$ 10,000.00	Apr-22
TOTAL	\$ 10,000.00	

Canteen Account

Cash Book Reconciliation

Cash Book Balance as at 30th of April (as per attached Bank Reconciliation): **\$16,200.07**

Bull Creek Primary School P&C Association
Treasurer's Report as at 30 April 2022

Income & Expenditure Statements

The canteen's year-to-date profit is \$28.85.

The canteen online sales during the month of April was \$5,255.30 whilst expenses for the same period totaled to \$6,994.98. Due to the recent school break the collected money from cash sales were not deposited to the bank and will be recorded for the month of May. Cash deposits during the first week of May (week-ended 8 May) totaled to \$1,149.80. This figure is subject to reconciliation.

Appendices

NB: All reports listed are as at 30th April 2022

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

Bull Creek Primary School - P&C Association General Account
Monthly Income Statement for Year Ending 31st December 2022
As at 30 April 2022

[illegible]

[illegible]

Bull Creek Primary School Canteen
Monthly Income Statement for Year Ending 31st December 2022
Current to: 30 April 2022

Income	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD	Last Yr Total
Cash Sales		628.65	2,366.10										2,994.75	19,482.85
Interest income													0.00	0.00
Miscellaneous		95.00											95.00	200.00
Online Sales		5,712.40	6,427.10	5,255.30									17,394.80	62,232.40
Card Sales													0.00	0.00
Other													0.00	0.00
Total Income	0.00	6,436.05	8,793.20	5,255.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,484.55	81,915.25
Expenses														
Food Purchases		335.00	5,606.59	3,934.53									9,876.12	39,244.39
Petty Cash - Food	400.00	400.00	900.00	400.00									2,100.00	7,700.00
Wages		1,197.00	4,126.97	1,642.19									6,966.16	22,464.35
Wages - Taxation				557.32									557.32	1,960.00
Superannuation				288.00									288.00	2,381.92
Workers Comp Ins													0.00	0.00
Equipment		95.00											0.00	218.00
Miscellaneous Fees etc		188.43	211.73	172.94									95.00	1,605.15
Quick Cliq Commission													573.10	1,841.47
Card Refunds													0.00	0.00
Total Expenditure	400.00	2,215.43	10,845.29	6,994.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,455.70	77,415.28
This Year Profit & (Loss)	-400.00	4,220.62	-2,052.09	-1,739.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28.85	4,499.97
Transfers (to)/from general account	-400	3,821	1,769	29										23%
Last Year Profit & (Loss)	-400	2,293	893	-1,081	2,607	335	-293	133	1,884	276	859	-3,005	4,499.97	23%
Transfers (to)/from general account	-400	1,893	2,786	1,705	4,312	4,647	4,354	4,487	6,371	6,646	7,505	4,500		