



## P&C MINUTES

Bull Creek Primary School Parents and Citizens Association

*6 June 2023 at 6.30pm in the Library & on Teams*

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### In Attendance

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Amanda Green (AG), Ana Haynes (AH), Helen Britza (HB), Lisa Millar (LM), Janelle Osenton (JO), Julie McCarthy (JM), Martin Lau (ML), Maria Masilang (MM), Nicky Stott (NS), Olivia Watling (OW), Pauline Hough (PH), Richelle Doney (RD), Tracey Owen (TO), Tahmina Anwari (TA),

*Apologies:* Alison Gorman (FLDC), Ashlee Hough (AH), Ben Hartig (BH), Ivonne Whitehouse (IV), Lydia U (LU), Michelle Cronin (MC), Melissa Turner (MT), Rachel King (RK), Samiha Olwen (SO), Sarah Akamatsu (SA), Sharon Marchenko (SM), Tariq Hussain (TH), Xuan Goode (XG)

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### Approval of Minutes

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Previous minutes approved with table put back in. Motioned by TA, seconded by AH.

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### Business Arising from Previous Minutes

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#### 1. 2023 Budget

Revised budget – as proposed in the attachment.

TA was concerned that not enough funds were being carried over to 2024 so she proposed that a range of items were not funded by the P&C this year. The following items were AGREED to:

- Reduce welcome picnic from \$500 to \$200 funding each year
- Remove sculpture walk from 2023, make it \$500 every 2 years, rather than \$250 each year.
- Remove mothers day funding (\$500) for future years as this is likely to be a stall in future years.
- Blinds for library (\$2,150 x 3 years) – removed as these are not a priority compared to other budget items
- Ipad covers (\$600) and seek an alternative funding source such as sponsorship
- Conference – Positive Schools, Positive Relationships (\$1,500) – not supported unfortunately due to other budget priorities.

This results in a proposed carry over of \$4,700, in addition to the \$6000 budget reserve for 2024.

Sculpture walk isn't going ahead this year. RD to apply for a grant for City of Melville for Sculpture Walk if it is going ahead.

The committee agreed to retain the full amount of \$3,400 for the construction and home corner furniture for K/PP.

## 2. 5 Year Plan

ALL AGREED to approve the 5 year plan with amendment to the budget as agreed in the previous item.

TA mentioned SunSmart campaign. Reapplying sunscreen and it becomes part of the booklist for parents to include. JM to provide a process for teachers to encourage students to apply it at lunchtime.

TA is prepared to provide a teacher education session.

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## President's Report (TA)

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Thanks to everyone for their hard work. HB will provide figures from the colouring competition and movie night. The fundraising committee has been working on the disco. The quiz night is also coming up thanks to LM and RD, particularly for your efforts around sponsorship.

Reminder that at the last meeting communication was discussed. It was agreed that the best way to move forward would be to send messages via TA so that messages could be sent in a more coordinated way especially with all the events and requests coming up.

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## Treasurers' Report (MM)

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*See attached report.* Thanks MM & ML.

ML requested MM change income name from P&C Subscription to P&C fees.

In a strong financial position.

In March MM provided all documentation to the person who volunteered to audit our accounts. She has chased him up with no reply. She will chase again, acknowledging that it doesn't need to happen straight away given its end of financial year but asking for a timeframe to confirm if he is going ahead or whether we need to source a new auditor.

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## Committee Reports

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### **BOOK CLUB (AH)**

\$561 in credits. Almost \$1100 in sales for the last edition, \$600 on the one previously. Thanks to Ms Gorman for donating lots of reusable cloth bags. AH created a stamp to turn them into BCPS Boomerang Bags. They are thinking of writing ID numbers to track them and see if they get returned considering the amount of time and effort that goes into making Boomerang Bags. 70 Boomerang bags were made last year, now there are only 23. JO to consider getting some shirts to be turned into Boomerang Bags from Good Sammy. AG has spare fabric from the music stand banners, enough for approx 30 bags.

TO/JM to confirm the date of the Book Week parade asap. Proposed for Wednesday so that all Kindy kids can be involved. Book Club Committee, JO and TA to considering organising a stall that morning 8am – 9am for parents waiting for their kids. The kids can buy the books at recess and morning tea. Set up to be done the day before, and be removed by the next morning.

## CANTEEN

Canteen Assistant Nic Gasgoine has been appointed to work 2 days a week (Tuesday and Thursday) and as needed.

ML and Kylie considering closing the canteen on a Monday from Term 3 due to low orders. This would save \$2,500 per year. Approximately 30 families order a Monday, it's unclear if these are regular families but it's likely they are. This was discussed and it was proposed that the canteen continue to stay open on Mondays so that Kylie can use the quieter day for ordering, organising volunteers and providing a service to families/ staff that need it.

TO indicated there is an increasing number of children coming to school without adequate breakfast or lunch. PH has arranged food donations so that some of those children are fed but the canteen provides an important support to the school as well.

## UNIFORM SHOP (AG in writing)

AG circulated the following prior to the meeting for discussion:

*Due to the lack of volunteer support in the uniform shop (and the lack of time of the current volunteers), we propose the following changes to take effect from term 3 -*

- The uniform shop will no longer open every Monday morning.*
- All uniforms are required to be ordered via Spriggy Schools online.*
- Orders will be delivered to the children within 1-2 weeks of the order based on volunteer availability.*
- Parents who wish to try uniform sizes - the canteen volunteer will have the new uniform rack for sizes outside the canteen on Friday mornings between 8.30 and 9am. No purchases can be made at this time.*
- New families throughout the school term will be exceptions to the rule and a uniform shop volunteer will meet them when required at a time that suits.*
- Second hand sales will be made once a term based on volunteer availability at a date to be advertised in advance.*
- At the end of the school year, the new uniform rack will be delivered to the office, for new families to determine sizing for their children before ordering online.*

Some additional consideration will be given to opening at the end of the school year and beginning of the school year. The proposal is the comprise to avoid outsourcing at a higher cost but still provide an 'inhouse' service. ALL AGREED that this is a reasonable proposal under the circumstances.

*Carried over action from previous meeting: Admin to consider whether clothing sizes could be in the front office.*

Separately SM requested that AG source an alternative school dress, as the Board requested that a dress be kept on the uniform list, against the P&Cs recommendation. AG has sourced an alternative dress made out of polo shirt material. It can be sourced in smaller quantities at a similar price to the existing dress (\$40). JM/TO had a different understanding of the recommendation from the Board. They understood that the Board want the dress to continue on the permitted uniform list, but the P&C doesn't have to provide it at the uniform shop. Parents can source a navy blue chequered dress themselves from Best & Less, Target or similar. SM to clarify and confirm.

## **FUNDRAISING COMMITTEE**

Movie Night – profit \$1867. Well attended – approximately 85 tickets sold prior, and an additional 10-15 on the night. Indoors. Consensus was to next year outsource it to make it bigger and outdoors. Inflatable screens might not be allowed because of restrictions to inflatables.

Easter colouring in competition – thanks to NS & MC, \$322 raised.

Mother's Day breakfast: Huge thank you to Chris Hodson for organising a breakfast. Next year the consensus is that having a stall is better. Katharina Martin is looking for things to buy through a whole sale account.

Disco: Sarah Montgomery is organising the disco. HB putting a call out for food for the disco e.g. cookies, muffin, slice, brownie. Store bought or home baked. Connect message to be circulated. Prioritising reusable decorations eg the bubble machine, considering buying one in time for the disco and use it for wellness week. ALL AGREED to \$100 for a bubble machine.

For movie night – P&C hired the popcorn machine. It all sold out. Considering buying a popcorn machine for the disco & movie night, \$500 to buy. Consider using it for the canteen as well. ALL AGREED.

Colour Run – AG is organising it. We didn't get the run through banner, but as inflatables may not be permitted at schools that might not be a problem.

Wise Wine fundraiser similar to last year in Term 4 for Christmas. If we get agreement before the Quiz Night we could promote it at the Quiz Night. Admin agreed for P&C to go ahead as long as it's not advertised by the school only via P&C channels. Consider advertising it at the Quiz Night. Not doing a letterbox drop.

Sponsorship plan proposed by LM. Aiming to introduce it in the new year. It's based on a model that another school has used. Considering an annual call for sponsorship. Platinum sponsorships \$2500, gold, silver etc, bronze \$250. Platinum -social media posts, mention in the newsletter, promotion at events etc. LM/RD want to work out what we can do with existing infrastructure. There are people who might not be able to give time but may be prepared to give sponsorship from their businesses without adding more work to the school or P&C.

LM/RD to meet with the school to determine what the options are eg can the P&C set up a directory for local businesses that sponsor.

TO indicated that some businesses already support the school through the newsletter. In line with the school policies.

Quiz night – LM has developed letters of sponsorship request that have been signed by TA. Donations correspondence will come through the bcspandc email mail box. All agreed to sell tickets via eventbrite. A Connect notice to go out after the disco requesting a call for sponsorship and participation in the event. Proposed as tables of 10. LM/RD to confirm this after a site visit as 10 per table might be quite a lot. They will consider how it will be managed re: table bookings eg if people want to be allocated to a particular table.

## **PLAYGROUND COMMITTEE**

No update

## FATHERING PROJECT

No update

## 50 year celebration

No update

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## Principal's Report (SM)

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*See attached report.*

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## Correspondence

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- Director General – P&C Day thank you letter
- Bunnings -networking event 23 May
- Dr Jags P&C networking sundowner 23 June
- Volunteer Melville – advertising any volunteer positions if needed
- Canning North – State Councillor – prepared to attend one of our meetings, she is from Oberthur Primary School P&C
- ACNC – reminder to submit return – MM to look into this.

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## General business

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1. Year 6 Fundraising Raffle, tickets being sold next week. JM to send out a Connect Notice.
2. School Office Support Appreciation Day. HB/ P&C to arrange a coffee for

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## Next Meeting

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1 August 2023

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## Meeting Closed

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8.24pm



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

Email: [bullcreek.ps@education.wa.edu.au](mailto:bullcreek.ps@education.wa.edu.au)

## Principal's Report for P&C Meeting Week 7 Term 2 2023

### Staffing

We have several staff who have or will take accrued leave in accordance with Department of Education requirements. We are endeavouring, where possible, to minimise any impact on students and the school.

### National Reconciliation Week

National Reconciliation Week took place between 27 May and 3 June. The theme was, "Be a Voice for Generations!" During this time, students were engaged in discussions and activities to bring awareness of Reconciliation. The vision for Reconciliation is one that celebrates strong and positive relationships and outcomes between Aboriginal Peoples and the wider Western Australian community.

### Reports

Staff are very busy writing Semester One reports. Teachers spend many hours/days compiling student reports to ensure these documents are accurate and reflect each student's capabilities.

### Cancer Council Biggest Morning Tea

Sue B and Pauline organised a Cancer Council Biggest Morning Tea. Many staff and community members attended and supported a worthy and important cause, which affects all of us in some way. The generous donations were much appreciated. The tea was flowing, and the delicious morning tea was enjoyed by all. There was a wonderful community buzz in the air with such a great turn out. We would like to acknowledge the kind donations from Westminster Presbyterian Church and Life Streams Church, Bull Creek Shopping Centre, Bull Creek IGA and Tracey for the raffle prizes.

### Constable Care

Our Year 1 and Year 5 cohorts attended the Constable Care Safety School in Maylands. This unique early intervention education approach addresses our children's safety on the road and as pedestrians. Children explored real-life transport risks and practiced road, pedestrian, bike and public transport safety skills. The Safety School teaches vital skills to keep children safe on the roads. Once again, thank you to the P&C for funding this extremely valuable activity.

### National Walk Safely to School Day

On Friday 19th May, the students were able to transfer their pedestrian safety skills on the National Walk to School Day. Students and parents gathered at the gazebo in John Creaney Park and walked to school as a group. All students who walked to school received a tattoo or sticker for participating. This year we were fortunate to have magical weather and special guests to join us for the walk. Thank you to Mrs Hanson for organising Murdoch Police to join in with the walk. Murdoch Police let the students take a seat in their car and see the lights and siren in action. The students, parents and staff enjoyed chatting to the local Police and hearing about their job in the community.

### P&C Thank You Morning Tea

The school hosted a Thank You Morning Tea for the P&C on Friday 19th May. We acknowledge and are most appreciative of all the work members of our P&C do to support staff and augment the children's experience at our school.

### Culture Club

On Wednesday 31 May Mr H and Mrs Hough hosted a gathering for parents. The aim is to connect with one another, build relationships and explore other cultures within our school community. Parents who attended brought a plate of food to share. The delicious food was representative of their culture. It was lovely having the opportunity to communicate with these families and I was made aware of how isolated they must feel without family support and little English. The Culture Club is the perfect place to welcome these families into our school community and support them during their transition from another country to Australia.

### Mother's Day Breakfast 12 May

To celebrate all the hard work and dedication of our mums, the Bull Creek Primary School dads, supported by the P&C, hosted a Mother's Day breakfast for the mums/grandmas. The breakfast was very well attended and enjoyed by all. Thanks to Chris who did a fantastic job coordinating this event.

### Book Club

Thanks again to our P&C for supporting the Aussie of the Month recipients with Book Vouchers. It is wonderful to acknowledge and support these students who consistently display our school values.

Julie McCarthy  
Tracey Owen  
6 June 2023