



P&C MINUTES

Bull Creek Primary School Parents and Citizens Association

9 May 2023 at 6.30pm in the Library & on Teams

In Attendance

Ana Haynes (AH), Ben Hartig (BH), Ivonne Whitehouse (IV), Lisa Millar (LM), Janelle Osenton (JO), Josh Cunniffe (JC), Martin Lau (ML), Maria Masilang (MM) Rachel King (RK), Tracey Owen (TO), Sarah Akamatsu (SA), Sharon Marchenko (SM), Tahmina Anwari (TA), Xuan Goode (XG)

Apologies: Alison Gorman (FLDC), Ashlee Hough (AH), Amanda Green (AG), Helen Britza (HB), Julie McCarthy (JM), Lydia U (LU), Nicky Stott (NS), Michelle Cronin (MC), Melissa Turner (MT), Olivia Watling (OW), Richelle Doney (RD), Samiha Olwen (SO),

Welcome

Tahmina welcomed everyone in her first meeting as chair. She particularly welcomed new attendees including Josh, Ben, Xuan and Tariq.

There were some technical issues with half the people in the library and half online.

Approval of Minutes

Previous minutes approved. Motioned by TA, seconded by SM & MM.

Business Arising from Previous Minutes

1. Volunteer year representatives

All volunteer representative positions have been filled other than B6 (yr 6) class. TA to provide SM details re: the year rep responsibilities. SM will contact Ms Allier and ask for a representative. Ben Hartig has offered to stand as W10 rep. Sarah Akamatsu offered to stand as LDC parent rep.

2. 2023 Budget

See attachment. JO explained the format of the document regarding anticipated revenue (\$19,800), existing unallocated funds (\$25,000) making a total of \$44,800 available to budget for 2023 activities. Note some adjustments were made to the proposed budget items by SM and JO just prior to the meeting. The updated version was circulated at the meeting.

Suggested P&C Funding Items 2023

Green items are annual/ongoing activities assumed to continue that are covered by the voluntary P&C fees

| | Estimated C | 2022 funded | 2023 | 2024 |
|---|-------------|----------------|-----------------|----------------|
| Annual ongoing costs | | | | |
| Year 6 graduation | \$800 | \$800 | \$500 | \$800 |
| Administration costs | \$1,000 | \$1,000 | \$1,000 | \$1,000 |
| Fees (Quickliq, Square, Insurances, Affiliation) | \$2,500 | \$2,500 | \$2,500 | \$2,500 |
| SignUp membership | \$200 | \$200 | \$200 | \$200 |
| Celebration night book vouchers (Endeavour Awards) | \$360 | \$360 | \$360 | \$360 |
| Welcome Picnic | \$500 | \$500 | \$500 | \$500 |
| Fathering Project Membership | \$1,000 | \$1,000 | \$1,000 | \$1,000 |
| Busy Bee Materials | \$1,000 | \$1,000 | \$750 | \$1,000 |
| Mothers Day - activities | \$500 | \$500 | \$500 | \$750 |
| Fathers Day - activities | \$500 | \$500 | \$500 | \$750 |
| Paul Litherland | \$1,500 | \$750 | \$750 | \$750 |
| Sculpture Walk | \$500 | \$250 | \$250 | \$250 |
| Annual ongoing activities/fees total | | \$9,360 | \$8,810 | \$9,860 |
| Other funded items 2022 | | | | |
| Constable Care Bike Training | \$3,000 | \$2,500 | \$2,500 | \$2,500 |
| Training in seasons for growth/grief and loss program | | | \$750 | |
| Training in Equip friendship program | | | \$900 | |
| Be You Committee Wellness Week funds | \$200 | | \$200 | \$200 |
| Decodable Readers | \$800 | | \$400 | \$400 |
| Library Books | \$2,000 | \$500 | \$500 | \$1,000 |
| Fathering Project Events | \$1,500 | \$500 | \$500 | \$500 |
| Upgrade softfall - major playground | \$4,000 | | \$4,000 | |
| Blinds for the library | \$6,500 | | \$2,150 | \$2,150 |
| Replace construction blocks & home corner furniture for K/PP classrooms | \$6,000 | | \$3,400 | \$1,500 |
| Faction coloured marquees | \$6,152 | | \$6,500 | |
| Hardship funds - for families in need | \$500 | | \$500 | \$500 |
| Art Aprons | \$300 | | \$300 | |
| Ipad covers | \$600 | | \$600 | |
| Conference - Positive Schools, Positive Relationship | \$1,500 | | \$1,500 | |
| Football jerseys | \$1,050 | | \$1,050 | |
| Netball Jerseys | \$936 | | \$936 | |
| Future Fund | | | | |
| Assembly PA - Projector, screen, amplifier | \$20,000 | | \$7,000 | \$13,000 |
| Spider Playground | \$21,000 | | | \$21,000 |
| Shades for main playground | \$10,000 | | | \$10,000 |
| Pinup boards or similar for new undercover area | \$5,000 | | | \$5,000 |
| Art courtyard - undercover enclosure (2025) | \$15,000 | | | |
| Automated Roller Door - Assembly Stage (2024/25) | \$25,000 | | | |
| Resurfacing of netball courts (2024/25) | \$50,000 | | | |
| Approved Total | | | \$42,496 | |
| Funds in reserve | | | \$25,000 | |
| Anticipated income | | | \$19,800 | |
| Available Funds | | | \$44,800 | |

Table 1: Anticipated Income

| Fundraiser | Target funds |
|-----------------------------|--------------|
| Voluntary P&C Contributions | \$9,000 |
| School disco | \$1,500 |
| School fun run | \$4,000 |
| Quiz Night | \$1,500 |
| Movie Night | \$1,000 |
| Celebration Night bbq | \$1,000 |
| Entertainment Book | \$500 |
| Gilberts – commission | \$300 |
| Container Deposit scheme | \$500 |
| Your Move Funding | \$500 |
| Total | \$19,800 |

\$9,000 of items are considered to be ongoing approved activities, in addition to the Constable Care training (\$2,500). Some additional wellness activities were approved at the last meeting. It was agreed that the blinds, softball, construction blocks and readers would continue to be funded in 2023.

New budget items were proposed by admin and teaching staff. The faction marquees, hardship funds, art aprons, ipad covers, football jerseys, netball jerseys, home corner block sets for 3 early learning classrooms and the positive school conference would be funded. To be able to afford the faction marquees (which were previously proposed for grant funding) and the other proposed items, it was agreed to delay the spider playground installation until 2024 budget year.

By postponing the spider playground, this left approximately \$7,000 in unallocated funds. It was agreed that \$7,000 would be spent in 2023 for either the amplifier, screen or projector for the assembly area. The remaining \$13,000 required for those items would be delayed until 2024.

SM and TO confirmed that the upgrades for the assembly area were the highest priority for admin of the high budget items as the Snack Shack Refit is to be paid for by the Education Department, and it is proposed that the netball court resurfacing also be paid for by the Education Department.

Note: following the meeting TA has spoken to SM. It is likely that some amendments will be made to the budget to allow a greater reserve for 2024.

3. 5 Year Plan

Item deferred to next meeting.

President's Report (TA)

No formal report. Thank you to everyone who continues to contribute to the P&C. The Welcome Picnic went well and the year is off to a good start with planning for Mother's Day, the disco and Quiz Night well underway.

Treasurers' Report (MM)

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

In a strong financial position.

Committee Reports

BOOK CLUB (AH)

All boomerang bags have run out. People don't seem to be returning them. A reminder has been sent out via FB and Connect. AH will make more from returned old logo uniforms. Given the effort that goes into making them its very frustrating that they don't get returned and they aren't sure what else to do to encourage people to return them. Current orders are out, due in on the 19th May.

SM asked if Book Club would organise a book stall for Book Week. JO indicated that Good Sammy could provide books for 50c or \$1 per book and the P&C sell them for double or more that price. That way we aren't encouraging people to buy more new books as there are already lots of good quality books available. JO & TA to look into organising a book fair during Book Week. AH to speak to Book Club volunteers about it. SM to confirm whether Book Week activities will be held on the 19th – 25th August.

CANTEEN

No formal update from Kylie.

ML indicated that 2 applications have been received for the canteen assistant position, however the ad went up requesting applications that day. P&C Executive to determine whether a separate call out with longer notice is required, or whether to proceed with the existing applications. *Note: an additional application was identified in the P&C Junk Mail folder from the original call out resulting in 3 applicants all together.*

UNIFORM SHOP (AG in writing)

We have been busy lately with winter orders. We've had a new volunteer come forward to provide extra help. Amanda is planning to step down from the end of term 2 and Jane Griffiths will be taking over.

The School Board denied a recent request to remove dresses from uniform policy. As a result, Amanda is now sourcing alternative (non custom made) dress options for the School Board. The intent is to remove the requirement for minimum order numbers. These dresses may be more visibly appealing to a wider group of children/families. The cost is likely to remain around \$40/dress.

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

FUNDRAISING COMMITTEE

Movie Night – report on the evening, income and expenditure is to be confirmed.

Easter colouring in competition – report on participation, income and expenditure to be confirmed.

Disco planning in full swing. Sarah M would like to please request a budget for decorations around \$220. ALL AGREED. Communication regarding the disco was sent via Connect and social media this week.

Chris Hodson (CH) has very kindly put his hand up to organise the Mother's Day event this Friday May 12th. 7.30am to 8.45am in the canteen area. Thanks Chris! A budget of \$600 was agreed on the basis of catering for up to 150 muffins and coffees being purchased. ML indicated at Fathers Day they catered for 110 dads and we'd expect more mums to attend.

Quiz night planning well underway by LM and RD. Quiz Night to be held on 5th August. CH will be the Quiz Master. Another Connect Notice is to go out soon calling for volunteers & prizes. Seating for 110 people maximum. Dr Jags has offered the venue, a holiday house in Jurien, a signed football jersey and a lunch at Parliament House. LM and RD seeking sponsorship – cash donation for promotion from hotels and local businesses. There will also be a silent auction.

PLAYGROUND COMMITTEE

Ship Shape Project: SM approached an alternative supplier to get quotes from. He indicated for the budget available they could implement 2-3 pieces of play equipment within the budget. SM chased the supplier for a formal quote but after lots of chasing determined that the contact was no longer there & the company had no record of the schools meeting or request.

SM has spoken to City of Melville who indicated due to the change of scope only \$10,000 of the original funding would be made available. The P&C Committee discussed it and decided that we would not be able to achieve what we wanted to for \$10,000 in the timeframe available therefore ALL AGREED to give the \$19,550 back. SM to contact council to determine how MM pays it back to the council.

Busy Bee: No progress.

FATHERING PROJECT

No update

50 year celebration

To be discussed further at the next meeting. Priority is currently the Quiz Night. Another Connect Notice needs to be sent regarding getting extra support for the 50 year celebration planning.

Principal's Report (SM)

See attached report.

Correspondence

- WACCSO Membership Fee Letter
- Your Move Mapping request for information – Ben Tisdale responding
- WACCSO Letter re: advising Julia Foong is the Canning North State Councillor for our area

General business

1. Fremantle Language Development Centre P&C

Sarah from FLDC offered parent assistance at any of the Bull Creek PS P&C events. SA is the secretary of FLDC and has a child attending BCPS. There are a couple of other committee members who also have children at BCPS.

2. P&C Connect Notices

JO recommended that P&C Connect notice bulletins be consolidated and coordinated so that the notification of various events and initiatives can be timed more effectively. Eg last Monday the P&C had two notices go out one after the other. And then a separate notice the next day. It would be better to spread these out especially for notices that aren't time critical. SM & TO indicated it is not reasonable for admin to coordinate it. So TA offered to. Notices can be sent to tahmina.anwari@gmail.com

Next Meeting

6 June 2023

Meeting Closed

8.15pm



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

Email: bullcreek.ps@education.wa.edu.au

Principal's Report – Week 3

Staffing

This term we have several staff using up their long service leave as per Departmental requirements.

Camp Australia

Camp Australia has been progressing well with an average of 36.8 students attending daily. The school has been liaising with Camp Australia and parents to ensure quality service is provided and feedback has been provided when required.

BYOD

The BYOD journey is going well with the Year 3 classes. To date we have a 90% uptake rate which is fantastic. The staff are trialing SeeSaw at the moment to see how this will complement the BYOD Program.

Makers Empire

The students are learning many new educational skills using the program and 3D printers. The program is being led and supported by Mrs Twist. Currently, S6 are printing replica ships of the great explorers.

School Board

The school has found a new community representative to take up a position on the Board. Councillor Jennifer Spanbroek will join the Board this term.

Walk to School – 19 May 2023

The school will be participating in the Walk to School Day on 19 May with everyone meeting at the gazebo. A Connect message was sent out today to let everyone know.

P&C DAY WA

The school is hosting the annual WACSSO P&C DAY WA Thank You morning tea. This will be held in the library after the assembly and will continue through to recess for those parents who can stay on and join staff. RSVP deb.macfarlane@education.wa.edu.au by 18 May 2023.

Constable Care Excursion

Thank you to the P&C for funding the Constable Care Excursions next week for the Year 1 and Year 5 students.

Culture Club

Last week Rob and Pauline started up the Culture Club again. We had a great turn out and this year we invited the FLDC parents and staff as well. Some great topics were discussed, and we look forward to many upcoming cultural activities.