

**Dardanup Primary P & C Meeting**  
**Unconfirmed Minutes of General Meeting Monday 3rd May 2021**

Meeting opened at 7:00pm

<b>1</b>	<b>Welcome</b>	Peter Gardiner opened meeting & thanked everyone for attendance	
<b>2</b>	<b>Attendance &amp; Apologies</b>	Present: Peter Gardiner, Darryl Owen, Chantelle Glen, Miranda Lydon, Jeremy Smedley, Amanda Thrasher, Rikky Beard, Helen Humphreys, Tony Poole	Welcome back to Helen Humphreys
<b>3</b>	<b>Visitors</b>	nil	
<b>4</b>	<b>Confirmation of previous minutes</b>	Moved - Tilly 2nd - Pete	
<b>5</b>	<b>Business arising from previous minutes</b>		
<b>6</b>	<b>Correspondence</b>	Mandy received her Working with Children confirmation	Pete confirmed we can reimburse Mandy for this. (\$11)
<b>7</b>	<b>Business arising from correspondence</b>	nil	
<b>8</b>	<b>REPORTS</b>		
	<b>8.1 Finance</b>	<p>Closing Balance as at 30th April 2021 - \$35,091.14 Mandy has made new cash procedure forms, various changes have been made to the front and the new cash porcedure is now printed on the back for every one to follow. WACSSO has invoiced us for \$615.38 and Mandy has confirmed we will be paying it. Moved: Tilly 2nd: Pete</p>	Report is on ONE DRIVE if you would like to view

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<i>8.2 Principal Report</i>	Darryl has received a request from the Early Childhood Staff for new puzzles. The full amount is \$2093.31 members will vote on this at the next meeting	Report is on ONE DRIVE if you would like to view
<i>8.3 Grounds Committee</i>	N/A	
<i>8.4 Fundraising Committee</i>	N/A	
<i>8.5 Uniform Shop</i>	Rikky did make suggestions on reversable hats (faction colours on the insides) and will be investigating whether it will be worth stocking faction shirts for sports carnivals. There was also suggestions of naming each faction after families who have lived in the area a long time? Rikky also looking into updating the Shirts we use for soccer (?) to be used for interschool carnival and other school carnivals.	Report & sales report on ONE DRIVE if you would like to view
<i>8.6 WACSSO Report</i>	N/A	
<b>General Business</b>		
<i>9.1 Easter Raffle Review</i>	We all agreed that we need to streamline the raffle and prizes, limiting it to 10 prizes. And then class prizes. Whoever is organising the raffle will be asked to come to a meeting beforehand so that we can have an idea of who is helping and what is needed/required. Hopefully most of this will be clear in the outlined procedure.	Tilly to do up an Easter Raffle Procedure File for future raffles
<i>9.2 Art Spec Review</i>	Pete acknowledged and thanked everyone for the donations and volunteers who helped.	Pete has put a report up on ONE DRIVE advising changes and improvements on procedures.
<i>9.3 Teaching Model - new book funding request</i>	Previously Darryl and the staff requested \$15,000 for new reading books. We voted on it and approved the expenditure. 2nd: Amanda	Moved: Mandy

<p>9.4 Terms of Reference for Canteen and Uniform Shop</p>	<p>Pete had drafted up Terms of Reference for both Canteen and Uniform Shop, we all reviewed and came up with some changes.</p>	<p>Pete will amend and confirm changes at the next meeting</p>
<p>9.5 Bull and Barrell</p>	<p>Mandy following up with the showbag people to confirm they will be coming this year &amp; organise volunteers and a roster. Pete happy to confirm parking with the Shire and organise a roster also.</p>	
<p>9.6 ECE Conference</p>	<p>Tilly has received and email from Sharon Cousens in regards to the set up of the conference and wanting to know who is organising it.</p>	<p>Tilly and Bianca catching up with Sharon in regards to covid restrictions and how things will be set up this year</p>
<p>9.7 Book Wishlist</p>	<p>Book Fair is May 26th-28th Tilly will follow up with Caz about a wishlist we can have up somewhere incase there are families who would like to donate a book to the school</p>	<p>We also discussed having a sticker put inside the book saying the family name who donated it and possibly the year it was donated?</p>
<p>9.8 Canteen - Vege Prep Machine</p>	<p>Mandy has been following up some invoices that hadn't made sense in regards to the vege prep blades. Staley's have also invoiced us for paper bags that we didn't order. P&amp;C also discussed ensuring Staley's use the person's name who is ordering/picking up so we can avoid any confusion in the future. Staley's are invoicing us for \$220 for blades, we approve that expenditure. Moved: Jeremy 2nd: Helen</p>	
<p>9.9 New BBQ</p>	<p>Pete has looked at getting a new BBQ (\$167) - Jeremy has been given vouchers (from State Wide Power) for Bunnings (\$200)</p>	<p>Pete to purchase and possibly purchase some items to go with it- utensils? Cover?</p>
<p>9.10 Sports Equipment</p>	<p>Rebecca Edwards requested P&amp;C fund new sports equipment, we voted and approved the \$5,000 Tilly 2nd: Rikky</p>	

<p><i>9.11 WACSSO Conference</i></p>	<p>WACSSO Conference is the 21st and 22nd of August</p>	<p>Tilly to follow up on registering and confirming who would like to go.</p>
<p><i>9.12 Brick Laying Fundraiser</i></p>	<p>In 2015/2016? The school did a buy a brick and place your names on them fundraiser. It was put forward as an idea again to add to the ones already laid in the outdoor area between admin and senior block.</p>	<p>Mandy and Darryl following up on the cost and whether it would be a good fundraiser again.</p>
<p><i>Meeting Closed</i></p>	<p>8.40pm</p>	