

DARDANUP PRIMARY SCHOOL P&C GENERAL COMMITTEE MEETING | MINUTES

Monday 5 September 2022 | 7:05PM

1. WELCOME

Peter Gardiner opened meeting & thanked everyone for attendance.

2. ATTENDANCE & APOLOGIES

Peter Gardiner, Gardenia Pepworth, Rikky Beard, Jodie North, Helen Humphreys, Malena Cahill

Apologies: Chantelle Glen, Miranda Lydon, Emma Sainsbury, Rebecca Edwards, Jeremy Smedley

3. ANNOUNCEMENT OF VISITORS

There were no visitors present at the meeting.

4. CONFIRMATION OF MINUTES FROM THE PREVIOUS MEETING

The minutes of the General Committee Meeting held on 8 August 2022 were confirmed as true and correct.

MOVED: Rikky Beard

SECONDED: Gardenia Pepworth

5. BUSINESS ARISING FROM THE PREVIOUS MINUTES

5.1. Saddles on the logs

Gardenia believes the saddles have been removed however one may still be there. Gardenia to follow up on current status.

ACTION ITEM: Gardenia to follow up on current status.

5.2. Early Childhood Equipment

It was confirmed that Lisa Sampey took some photos of the students on the equipment. Gardenia will confirm whether they have been sent to Southern Ports. Mandy has dropped off the banner.

ACTION ITEM: Gardenia to confirm that Southern Ports have received the photos.

5.3. Secretary Replacement

Peter confirmed we are still seeking a new Secretary.

ACTION ITEM: (All) to continue spreading the word to recruit a new Secretary.

6. CORRESPONDENCE

The Secretary pigeonhole was checked and it was empty. It was assumed that no correspondence had been received since the last meeting.

7. BUSINESS ARISING FROM CORRESPONDENCE

None

8. REPORTS

8.1. Finance

Refer to attached report. Closing balance as at 31 August 2022: \$21,304.79

Treasurer's report accepted:
MOVED: Gardenia Pepworth
SECONDED: Rikky Beard

8.2. Principal

Refer to attached report.

8.3. Uniform Shop

Refer to attached report.

Teachers have been requesting extra clothes for the sick room. The Committee agreed that half price items could be donated. A stocktake has not yet been done as Rikki did not have enough time. This will be done at a later date.

Rikki advised there were lots of size 6 8 & 10 items donated to the uniform shop and that it was all ticking along nicely. There was some discussion around the reversible hats. These will probably kick off later this term or next term.

ACTION ITEM: Rikki to do a Uniform Shop stocktake.

8.4. WACSSO

Peter advised that we have not heard from WACSSO for a while and as such there was nothing to report.

9. GENERAL BUSINESS

9.1. Fathers Day Stall

Mandy Lydon provided a report prior to the meeting which advised the following:

I have not had a chance to check or bank the money yet – I believe it all went well & we sold 163 gifts on the Wed/Thu.

I would like to recruit someone to co-ordinate both Mothers Day & Fathers Day stalls. Narelle Gibbs and I have been sharing the role for the last few years, after next year Narelle won't have kids at the school & I feel this is too much for me to take on with working more and my other roles.

Gardenia mentioned that the stall flowed really well and having the students to a full walk past the gifts worked a treat – it gave the students the opportunity to see all the gifts and then the time to make a decision without crowding the tables. The mechanic of the teachers holding the money also made things a lot easier.

9.2. Open Night – Sausage Sizzle and Guess the Lolly Jar

Peter confirmed that Bianca is arranging the Lolly Jar.

There was general discussion around starting the Sausage Sizzle early. It was confirmed that cooking will commence from around 2:30pm. Peter will try to recruit some volunteers.

ACTION ITEM: Peter to put a call out for volunteers and arrange a roster.

9.3. Bull & Barrell – Parking

Peter advised he had a meeting with other stakeholders (OLOL, Dardanup Equestrian) regarding the parking. Given that the paddock parking has been problematic for a number of years they will organise the parking at the Equestrian Centre for 2022. Shuttle buses will run from the Equestrian Center to the event. Peter will put a roster out and a call for volunteers.

Peter also confirmed that the Bull & Barrell Committee will provide funds to both schools to do the parking. This will be additional to what we raise from fees per vehicle.

ACTION ITEM: Peter to put a call out for volunteers and arrange a roster.

9.4. Bull & Barrell – Showbags

It was confirmed that Tracy has booked us in and we are all good to go. Jeremy has put his hand up to arrange the roster.

ACTION ITEM: Jeremy to put a call out for volunteers and arrange a roster.

9.5. Undercover Area Upgrade

Malena is currently sourcing quotes for mobile large black drapes/curtains. Gardenia mentioned that Parkfield PS have recently installed new drapes. Malena will follow up with them to arrange a viewing and source other possible ideas (for and against) from Parkfield.

It was confirmed that there are spare carpet tiles for the stage blocks in the uniform shop.

Peter suggested we also look into large ceiling fans for ventilation as part of the upgrade.

Malena suggested we also consider looking into the drainage issues where the water comes in from outside which creates puddles of water inside. If this issue is fixed then it would open up the possibility of upgrading the floor to softfall or similar.

9.6. Sensory Room

Gardenia advised that we are currently at the stage where we need to replace the flooring. It is likely that lino will be used as it is easily cleaned.

Gardenia advised that a lot of research has gone into the fitout and items within the room. She confirmed that they will only be using items that are evidence based etc.

Jeremy to provide further update at the next meeting.

9.7. Colour Run

Mandy Lydon provided a report prior to the meeting which advised the following:

I have commenced set-up with Australian fundraising and the dates are set as follows:

EVENT & FUNDRAISING SCHEDULE

Event Date	2 nd December, 2022
Fundraising Start Date	12/10/2022 @ 8:00am
Fundraising End Date	18/11/2022 @ 11:59pm
<i>4-6 weeks of fundraising required + 1 week of finalising which includes prize ordering & cash returning/reporting</i>	
Prize Ordering Opens	19/11/2022 @ 12:00am
Prize Ordering Closes	25/11/2022 @11:59pm

My plan is to put a 'save the date' post on FB towards the end of term 3 and have the note & booklets ready to send out week 1 term 4.

9.8. Grounds update

There was nothing to report however there were many comments on how wonderful the grounds looked and how much of a fabulous job the maintenance crew are doing. Hats off to them!

10. OTHER BUSINESS

10.1. Crazy Camel Fundraising

Jodie presenting a fundraising idea called Crazy Camel. All students participate by creating a design/picture on A4 paper. These designs can then be ordered as greeting cards, calendars, tea towels, etc. There is absolutely no obligation for students to purchase any products. The school then receives a portion of the sales revenue. Jodie advised that she is happy to run this. Malena was given the Crazy Camel pamphlets and information to be discussed at the staff meeting as class time will be needed for students to create their art pieces. Watch this space.

11. Meeting closed 8:00pm