




Bletchley Park Primary School P&C Association Inc
Minutes of the General Meeting
Monday, 30th July 2018 Bletchley Park School staffroom

Opened: 7:10pm

Present: Vanessa Magee, Serena Williamson, Paula Kontor, Kylie McKivett, Jacqui Watts, Michelle Hall, Renae Ritchie, Teresa Kennedy, Vanessa Woodington, Sonya Wright, Darren Warwick, Vicky Warwick, Cris Partington

Apologies: Robyn Menzies-Moore, Melanie Sagenschneider

| No. | Item | Description | Action |
|----------|---|--|---|
| 1 | Welcome | | |
| 1 | | Darren Warwick welcomed everyone to the meeting | |
| 2 | Confirmation of previous meeting minutes | | |
| | Distributed to all members | That the minutes of the General Meeting of Bletchley Park PC held on the 25 th June 2018 be taken as read and confirmed as a true and accurate record. Accepted: Vanessa Magee Seconded: Theresa Kennedy | Carried  P & C Minutes 25062018.pdf |
| 3 | Business arising from previous minutes | | |
| (5.2) | Financial Statement | No further information. Cris still looking into process | C Partington |
| (8.2) | Leavers items | Uniform representative to assist in coordinating and the parent to go through the P & C and the school board. Vanessa Magee and Cris Partington to meet to discuss further | C Partington & V Magee |
| (8.4) | School Ovens | Vanessa Magee has looked into purchase and it will cost \$758 + GST for each oven only and it will cost \$1,180 + GST to purchase and install. Pearmens Electrical Contract will remove and install for \$220 + GST. To order 3 ovens from Good Guys | Carried V Magee to order |
| (7.2) | Armistice Grant | Renae has made some changes and resubmitted | |
| (7.3) | School spending requests | School has been reimbursed by the P & C for purchases | Closed |
| (7.5) | P & C Webpage | Discussion around content and how up to date. DW to approach Robyn Menzies Moore to see if she can look at it | D Warwick to follow up |
| (7.6) | Sports Carnival | Robyn from the canteen wants to know what we have organized. Discussion around a coffee van and ice cream truck. Cris to follow up re the ice cream truck | C Partington |
| (8.1) | Kiss and Drive | Vanessa Magee and Serena Williams to meet with CP and discuss moving forward. Not yet introduced any volunteers. There has been positive and negative feedback. | V Williamson V Magee |

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|----------|------------------------------|---|---|
| | | Cross walk application has been endorsed by the council so now the police will send someone to do the counts of cars at school and then the final review will take place in September. Wayne is our new cross walk attendant | C Partington |
| 4 | Correspondence In/Out | | |
| | In | Some bank statements and fundraising information. Renae has sent through some incoming mail | |
| | Out | Nil | |
| 5 | Treasurers Report | | |
| | General account | Sonya Wright tabled summaries of the general account for July Accepted: Jacque Watts Seconded: Teresa Kennedy Darren Warwick and Vanessa Magee have received their bank keys Globe Insurance not yet paid | Carried  July 2018.pdf Sonya Wright |
| 5.1 | Debit card purchase | Still waiting on Bank West to clear Darren Warwick and Vanessa Magee so credit card still not cleared | Information only |
| 6 | Other reports | | |
| 6.1 | President | WACSSO Conference: Darren Warwick will be attending | Carried |
| 6.1.1 | Fathering project | Darren Warwick will meet with Paul Valentino on Wednesday to discuss the project. Will put information re a meeting in the newsletter | D Warwick |
| 6.1.2 | Solicitors letter | Darren has received a letter in regards to superannuation payments for an employee in the canteen. No one aware of any arrears or why no one has spoken to the committee. Darren to follow up with Robyn to see if she is aware of anything | D Warwick |
| 6.2 | Principle | See report attached. The school was assessed against the seven criteria for the National quality Standards and received 7 out of 7, which is a great achievement |  Principles Report 30072018.pdf |
| 6.2.1 | Sensory garden | Cris provided a quote for the sensory garden maintenance. Vanessa Magee asked if she could follow up and get another quote | V Magee |
| 6.3 | Fundraising | Entertainment books: 59 sold in total Father's Day Stall: In progress. Set up 28 th August and stall 29-31 August. Organising posters and the time table | |

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| | | Crazy Hair Day: Occurs 2 nd August and will involve a gold coin donation. Robyn requested any pictures of the children for the newsletter | |
| 6.4 | School Banking | No report | |
| 6.5 | School Board | No report | |
| 7 | General Business | | |
| 7.1 | Grants | We received \$200 from the Bank West Grant Renaee has put in for the Greg's Chemist Grant which is worth up to \$500. This is when the kids put a marble in a jar after each purchase | Information only |
| 8 | Other Business | | |
| | | | |
| 9 | Date of next meeting | | |
| | | Monday 27 th August 2018 Bletchley Park School Staffroom 7.00pm | |
| 10 | Closure | | |
| | | Meeting closed 19.45 | |