



# Scarborough Primary School P&C

A n Independent Public School

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## Minutes of General Meeting 3<sup>rd</sup> September 2024

**Held:** In the SPS Meeting Room

**Meeting Opened:** 6:35pm

### ITEMS

Items	Action
<b>1. Attendance:</b> Susie Hinton, Jaqui Smith, Shannon McKenzie, Pahnna Baldwin, Sarah Quantock, Ellie Fazio, Fliss O'Brien, Sarah Booth, Emma Bitmead  <b>Apologies:</b> Carrie McIntosh, Julia Kohn, Teneke Spencer	
<b>2. Confirmation of Minutes of Previous Meeting</b> 2.1 Resolution: That the minutes of the previous General Meeting of Scarborough Primary School P&C Association on 23 <sup>rd</sup> of July be taken as read and confirmed as a true and accurate record.	Confirmed- Shannon and Ele
<b>3. Business Arising from Previous Minutes</b> 3.1 Wembley Downs Fair- not happening due to lack of capacity of P&C Members  3.2 Disco update- Emma Fliss- there is a group on WhatsApp. Entertainment is booked and paid for, lots of parent helpers, decorations from Bingo night can be repurposed for the disco. Susie or Jaqui happy to help with purchasing at Costco closer to the night.  3.3.Motion- that the P&C will provide up to \$1000 towards the school disco to cover DJ hire and food and drink to be sold on the night  3.4 Bingo Night update- Shannon It's happening on Friday night, everything is sorted. Thank you to everyone who has helped to organise it  3.5 Motion- that the P&C will pay \$150 towards prizes for the Father's Day raffle  Takings: \$280 in cash and \$400-500 in card sales, so a good profit was made. Thank you to everyone who helped	<b>Passed</b>          <b>Passed</b>
<b>4. General Business</b> 4.1 My School Connect- Jaqui Jaqui presented to the meeting and questions about permission slips, contracts and a discount for the remainder of the year is available came up.	<b>Vote on money next meeting</b>  <b>Jaqui will investigate additional questions</b>

<p>Spoke about fees and that we will absorb those costs into the price of items- so it looks 'fee free' on parent side</p> <p>4.2 Canteen- City of Stirling Inspection results Inspections are more strict now that Camp Australia are using the canteen now. All staff and volunteers need to complete online training. Susie will put the link on the canteen WhatsApp group.</p> <p>4.3 Motion- that the P&amp;C will pay up to \$10,000 towards removal and set up of play equipment at the front of the school</p> <p>The school is wanting to turn this space into an outdoor learning space, with new garden beds. A place for the bigger kids to hang out. Nikki, the chaplain, has a grant for the garden beds.</p> <p>4.4 P&amp;C Filing Cabinet in First Aid Room – Susie Robyn has found a P&amp;C filing cabinet in the medical room with very old records from back in 1989.</p> <p>4.5 Motion- that the P&amp;C will pay \$100 towards icy poles for the athletics carnival day</p> <p>Zooper Doopers will be available at the athletics carnival for a gold coin donation. Susie, Emma and Ele will help to hand them out at 12:30 on Friday after lunch.</p> <p>4.6 Colour Run Update- Susie Date is locked in for 6<sup>th</sup> of December. Online fundraising platform, organised by the company. Kids can redeem prizes depending on how much they raise. Fundraising will start 14<sup>th</sup> October.</p>	<p><b>Passed</b></p> <p><b>Sarah Quantock will call regional office to check the logistics of destroying these documents</b></p> <p><b>Passed</b></p> <p><b>We will discuss logistics and volunteer requirements next meeting</b></p>
<p><b>5. Reports</b></p> <p><b>5.1 Treasurer's Report</b> See attached report</p> <p><b>5.2 President's Report</b> See attached report</p> <p><b>5.3 Principal's Report</b> See attached report</p> <p><b>5.4 Canteen Committee's Report</b> Laura will most likely not be Canteen Manager next year. She is away the first 3 weeks of Term 3, Julia is going to run a smaller menu. If anybody knows anyone that would like to do this role, let them know.</p> <p><b>5.5 Uniform Shop Report</b> Pricing discussed. Members agreed with RRP of most items, changing green polos from \$24 each or \$27 to account for supplier price rises, transaction fees and insurance costs, and faction shirts were lowered to \$20. New pricing will be effective from Term 4</p>	
<p><b>Resolution:</b> That the attached reports be adopted.</p>	<p><b>Passed</b></p>
<p><b>6. Correspondence:</b></p> <p><b>6.1 Correspondence In</b></p> <p>6.1.1 Carrie McIntosh- grant for outdoor furniture</p> <p>6.1.2 Good Sammys- Containers for Change Contract</p> <p>6.1.3 My School Connect information</p>	

<p>6.1.4 Edu-sing after school singing program</p> <p>6.1.5 Grill'd Local Matters- Jar for September</p> <p>6.1.5 Felton Industries- same grant as Carrie sent</p> <p>6.1.6 Stuart Aubrey- RSVP to meeting invitation</p> <p>6.1.7 Sarah Booth- Christmas Sleigh fundraising opportunity</p> <p>6.1.8 Bento and Friends- School lunch delivery</p> <p>6.1.9 Invitation to Morris Hotel Opening Night</p> <p>6.1.10 Rumble boxing Innaloo- Donation of a voucher for Bingo Night</p> <p><b>Resolution:</b> That Correspondence In be received as per attached list.</p> <p><b>6.2 Correspondence Out</b></p> <p>6.2.1 Response to invitation to Morris Hotel Opening Night</p> <p>6.2.2 Hamersley Golf Club - Donation Request</p> <p>6.2.3 Kate Chaney MP- Donation Request</p> <p>6.2.4 Stuart Aubrey- Invitation to attend P&amp;C Meeting and RSVP for Education Forum</p> <p>6.2.5 Wembley Downs Fair- notifying organisers that we won't be having a stall</p> <p><b>Resolution:</b> That Correspondence Out be received as per attached list.</p>	<p><b>Passed</b></p> <p><b>Passed</b></p>
<p><b>7. Other Business</b></p> <p><b>7.1 Sarah Booth- Christmas fundraiser- sleighs and baubles</b></p> <p><i>Costs to the P&amp;C:</i></p> <p>Plain sleigh \$10</p> <p>Decorated sleigh \$13</p> <p>Bauble kit (personalised) \$5</p> <p><i>RRP:</i></p> <p>Plain Sleigh \$20 (\$10 profit)</p> <p>Decorated Sleigh \$25 (\$12 profit)</p> <p>Bauble kit \$8 (\$3 profit)</p> <p>Sarah also donated a puzzle that will be used by the school staff including the chaplain, library officer and administration staff.</p>	<p><b>Vote on this fundraiser at the next meeting</b></p>
<b>8. Date of next Meeting-</b> 22 <sup>nd</sup> October, 2024	
<b>9. Meeting closed –</b> 8:30pm	