



# Scarborough Primary School P&C

An Independent Public School

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## Minutes of General Meeting 12<sup>th</sup> May 2025

**Held:** In the SPS Meeting Room

**Meeting Opened:** 6:07pm

### ITEMS

Items	Action
1. <b>Attendance:</b> Sarah Quantock, Ele Fazio, Teneke Spencer, Carolyn Etter, Rachel Doohan, Pahnia Baldwin, Mel Fogarty, Tarryn Sheffield, Philippa Critchley <b>Apologies:</b> Carrie McIntosh, Johnny Kyi, Julia Kohn	
2. <b>Confirmation of Minutes of Previous Meeting</b>  Resolution: That the minutes of the previous General Meeting of Scarborough Primary School P&C Association on 17 <sup>th</sup> March 2025 be taken as read and confirmed as a true and accurate record.	Motion carried.
3. <b>Business Arising from Previous Minutes</b>  3.1 Debrief of Election Day Cake Stall/Sausage Sizzle Raised just over \$3k. All buns and sausages donated by IGA. Some more donated by The Little Bay supplier but will use for another event. Maybe a lunch special. Lots of volunteers – new faces which is good.  3.2 Debrief of Mothers Day raffle Great success but made \$600 less than last year – maybe as after school hols and election? Prizes were amazing though.  3.3 Lunch Orders – Got a roster sorted so don't need to use MSC at this point.  3.4 Exiting Committee Gift - Plaque on new garden. Will leave this topic for now and come back to it when garden has progressed.	
4. <b>General Business</b>  4.1 School Wishlist - Need to attack garden and front of office. Beyond that there's no specific wishlist, other than the playground at bottom of new car park but that's a big ticket item. Any smaller items that may come up as we go along can be addressed but concentrating on that front area for now. - Fans in undercover area – not the greatest use of funds when it only impacts one or two days per year – not that effective and there's the possibility of damage from students kicking balls and/or vandalism.	

<p>- EDU Dance: This is booked in again this year. Would be paid for by parents but P&amp;C facilitate hardship funds for any families that need it. Will do EDU Dance for another year perhaps then switch it up (Drama/Theatre).</p> <p>4.2 Sustainable Garden - Latest issue is we need windows along that side replaced as all rusty so a security issue. This needs sorting first then can start playground. Pull out playground and sun shade and concrete space. Garden beds will go in. Quote ranges from \$20-80k. Part of the space will be used for outdoor learning. Timeline approximation is dependant on findings when digging starts but hopefully we're not looking at beyond 6 months. Sarah will email with an update hopefully next week about the windows and after speaking to Nikki about what's doable.</p> <p>4.3 Brighton Road Pedestrian Crossing - Stuart Aubrey spoke to Sarah about it after Anzac service. Sarah and council doing counting at particular times at specific points of crossing. Currently numbers don't justify to CoS that it's required just yet. Other option is a raised platform to calm the traffic in general. Mayor likes the idea of art on the ground to bring to people's attention that there's a school nearby as, unless you're local it's not obvious there's a school. Couple of location options – they're looking at near the shops but Calais Rd adds to the nightmare as that road has so many blind spots and traffic comes from few different directions. Having a crossing on to the school block (between Hinderwell and Deanmore) seems much more viable to us but they seem to want it closer to the shops so higher up. Ongoing.</p> <p>4.4 Lunch Specials - Will use leftover sausages and Johnny might actually be able to get fresh buns donated again from suppliers. Needs to be more than one day as have 500 sausages. Options:</p> <ul style="list-style-type: none"> <li>- Last week of term special. Don't want it on a Thursday lunch order day.</li> <li>- A 'footy special' - wear your team colours and buy a sausage. Inclusive for both Kindy groups too.</li> <li>- Last day of school open up the school oval and have a family afternoon – lawn games, sausages and start a little earlier than 3pm. Might be able to do all sausages at once then. Maybe pencil in the Weds and if weather is fine we'll do the Friday. Sarah to speak to staff about running any activities.</li> </ul> <p>Voted that due to the season, to do a lunch special this term and then do a Spring or Summer 'carnival' as the weather becomes more reliable and have more time to plan.</p> <p>4.5 Grilld Quiz Night - 11<sup>th</sup> June. 6:30 for 7pm start. \$35 gets a burger &amp; chips and P&amp;C gets \$10 from each ticket. Pay on the night but everyone needs to 'purchase' a ticket in advance for numbers. Grilld will do the quiz themselves. Rendezvous stay will be a raffle for those attending on the night only \$5 for 1, \$20 for 4.</p>	<p>4.2 Sarah to discuss with Nikki and update us next week.</p> <p>4.4 Discuss in Whatsapp group and arrange volunteers</p> <p>4.5 Teneke to pass on approximate number of attendees to Grilld the week prior and an age range for the questions.</p>
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<p><b>5. 5. Reports</b></p> <p><b>5.1 Treasurer's Report</b> – Close Canteen bank account. When use it adhoc it can go through general account. See attached report</p> <p><b>5.2 President's Report</b> – See attached report</p> <p><b>5.3 Principal's Report</b> - New system for absentee called Compass. As of next week all messages will come from there. Audiri will eventually be null and void as Compass does everything (it will eventually cover newsletters/excursions/attendance/incursions etc. Can pay for it on the app.) Page for each child. Will also replace Seesaw and can email teachers directly through it.</p> <p><b>5.4 Canteen Committee's Report</b> – See 3.3</p> <p><b>5.5 Uniform Shop Report</b> – Nothing to report. Carrie absent from meeting.</p> <p><b>Resolution:</b> That the attached reports be adopted.</p>	<p><b>5.1 Mel to close canteen account.</b></p> <p><b>5.3 Whatsapp groups to send out msg to download the Compass app – encourage all to download as attendance is going live next week. Sarah to email P&amp;C update for us to send out as we will use existing system until Monday but new one on Tuesday (20<sup>th</sup>).</b></p>
<p><b>6. Correspondence:</b></p> <p><b>6.1 Correspondence In</b> 6.1. CoS Food Business closure - They advised if we're using canteen only on an adhoc basis they would reduce inspections to once per year and keep the food business registration.</p> <p><b>Resolution:</b> That Correspondence In be received as per attached list.</p> <p><b>6.2 Correspondence Out</b> <b>Resolution:</b> That Correspondence Out be received as per attached list.</p>	<p><b>6.1 Sarah to check if we're doubling up on inspections with the school also. We'd generally only use it for distributing food and/or storing rather than cooking.</b></p>
<p><b>7. Other Business</b></p> <p><b>7.1 OSH Activities:</b> Running Club before school? Mr Langford-Smith is brand new so has a couple things to organise this term already. Is being discussed though. Maybe running club this term and more team-game focused next term. Needs to be split into groups and cap numbers. School will organise and need couple of volunteers. Other out of school hour options pose challenges as Camp Australia have a lease for the use of more or less the whole school so we can't have another lease running for the same space. Look at different companies – potentially chess or Lego club – and see what it entails. Music room on a Thurs/Fri could be available. Possibility of upstairs area in B-block. There's a duty of care so numbers would need to be capped. P&amp;C contributions could be that we set something up, perhaps pay for facilities – i.e. chess sets, Lego etc, but the parents pay for the actual club. Often large numbers initially then drops a lot.</p> <p><b>7.2 Science incursion</b> – P&amp;C could fund but actually amounts to a small fee for each child.</p>	<p><b>7.1 P&amp;C to discuss and explore companies that offer OSH activities.</b></p>

<b>8. Date of next Meeting: Monday 4<sup>th</sup> August @6pm</b>	
<b>9. Meeting closed: 8:03pm</b>	