



Scarborough Primary School P&C

An Independent Public School

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Minutes of General Meeting 4th August 2025

Held: In the SPS Meeting Room

Meeting Opened: 6:05pm

ITEMS

Items	Action
<p>1. Attendance: Sarah Quantock (SQ), Ele Fazio (EF), Phil Critchley (PC), Teneke Spencer (TS), Pahnia Baldwin (PB), Carolyn Etter (CE), Rachel Doohan (RD), Julia Koehn (JK), Carrie McIntosh (CM), Johnny Kyi (JK)</p> <p>Apologies: Tarryn Sheffield (TSh), Mel Fogarty (MF)</p>	
<p>2. Confirmation of Minutes of Previous Meeting</p> <p>Resolution: That the minutes of the previous General Meeting of Scarborough Primary School P&C Association on 17th March 2025 be taken as read and confirmed as a true and accurate record.</p>	Motion carried
<p>3. Business Arising from Previous Minutes</p> <p>3.1 Debrief of Term 2 Last Day Sausage Sizzle/Free Dress Great success. Little effort from us due to having produce leftover from previous event. Thanks again to JK and team at Little Bay.</p> <p>3.2 Debrief of Grill'd Quiz Night Change of price for the tickets – which they advised on the night, so less profit for SPS. Easy event for us when Grill'd take it all on, and great social event, but poor communication by Grill'd, due to very recent change of management. Also did Local Matters for us but had an old blurb from 2023. EF contacted them to update the blurb which they said they would, but didn't. New school families attended the quiz so that was good and the raffle raised \$600.</p> <p>3.3 Brighton Rd Pedestrian Crossing – Streets Alive A meeting last year between school, CoS, engineers and the mayor discussed options and this idea of a street mural came up along with a speed hump. There's a Streets Alive Grant process. It's open for 1 month only (from today) and it seems to be a large process – i.e. would need a team working on the application. The grant is \$50k – 100k. Labour election commitment was 'to make Brighton Road safer' - not necessarily a crossing or a traffic warden but a traffic calming solution on Brighton Road as a whole.</p>	<p>3.3 Survey to be issued across year groups re: volunteers for traffic warden and also re: road safety questions (where they cross, do they avoid walking to school etc.)</p>

<p>Therefore, as the application and all the CoS paperwork and quotes to go with it need to be in by a month's time, we may need to leave this until the next round of applications (next year).</p> <p>We wouldn't want to do any murals before other traffic calming works are complete in case the mural is affected.</p> <p>Traffic warden – SQ suggested 2 spots, Brighton & Hinderwell, then submit to CoS and let them decide.</p> <p>SQ waiting on a scattergraph from DoE to see where our school families live – to see which side of Brighton Road they are. The Calais Rd intersection is dangerous regardless so we don't want to direct children to cross closer to that.</p> <p>The traffic calming ideas are an ongoing process – state, local and main roads involved and the elected party is a 3-year commitment so realistically in next 12-18 months.</p> <p>Traffic Warden could be to employ someone by P&C or use volunteers. This automatically drops area to 40km school zone.</p> <p>If we staff it ourselves the numbers we need to reach for a crossing, are halved.</p> <p>MF had suggested doing a survey to see if there would be enough volunteers.</p> <p>Mural on our school footpath or more footsteps showing kids a safe place to cross are further ideas, but the footstep stickers do wear away after time.</p> <p>Strategic Planning team for CoS is in discussions at the moment so encourage people to put in ideas/feedback.</p> <p>Sandy Cooke could perhaps assist due to the link with Your Move – or at least provide decals.</p> <p>3.4 OSH Activities</p> <p>MF looked at some chess options:</p> <ul style="list-style-type: none"> - Chess For Life – family run business, \$165 per child for minimum of 20 kids, otherwise \$185 per child. 1 hour, weekly. They have everything, just need the space. - Total Chess – 1 man band. Available 6 kids min, 20 max. \$18 per child per class. He would pay the school \$10 to hire the space OR if the P&C pay him directly he charges \$150 per hour (and the P&C would sort out money from the kids). - Option 3 – We run it / staff member runs it. <p>Dependant on duty of care – if an after-school activity, who looks after the child between 3pm and start of the class.</p> <p>3.5 Hardship Funds for EDU Dance</p> <p>Currently 30 children that haven't paid – not all these will require funding. Some have set up payment plans. \$45 per child.</p> <p>Vote to donate \$1000 to a hardship fund – can be for EDU Dance, uniform etc.</p> <p>3.6 Sustainable Garden Update</p> <p>Still waiting on the windows work to be carried out (lead). Unsure when this will be.</p>	<p>Could put together a working group also for road safety and start the application for Streets Alive for next year's process.</p> <p>On survey topic: Also ask question on where families wish to see their monies go – ideas – as well as amounts they're happy to spend. Could break down into categories of fundraisers.</p> <p>3.4 See if Chess For Life do before school option and what day he has available. See what age we're looking at (Yr 1 up?) Need to look at the space as upstairs in B block is ideal but can affect parent/teacher meetings. Possibly music room or library.</p> <p>Ask in survey how many are interested and a general Q of preferred day for after-school activity (not necessarily chess).</p> <p>3.5 Motion carried for \$1000 to hardship fund. SQ and the school to use this fund where it is required.</p>
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<p>3.7 Canteen Inspection Camp Australia have it under their obligations to get it checked as they use it as part of their contract. We don't need to do one. We don't use it.</p>	
<p>4. General Business</p> <p>4.1 Noticeboard Mr Gordon on leave currently.</p> <p>4.2 Upcoming Events</p> <ul style="list-style-type: none"> • School Disco – 12th September. Paid deposit. \$590 in total. Same structure as last year: 4:30 – 5:30 and 6pm – 7:30pm. 30-minute transition between session 1 and 2. Need lots of help – arrange a committee. Agreed to do \$10 per ticket. Juice box, crisps, jelly snakes. No icy poles, no glow sticks. No props or specific theme. Perhaps a photo 'booth'. Voted on \$1000 total. • Fathers Day Raffle options? Hard to get enough quality prizes together and sales aren't always high. Dads race on Sports Day? – Father/Child 3-legged race or piggy-back. No entry cost. Just a fun event. Bunnings voucher as prize and 2 trophies. 1st place prize only. Ribbons for placing though and on podium. To be done straight after recess on school oval, not Deanmore. <p>4.3 Farmers Market SQ and TS been looking into this. Historically we didn't want to step on toes of Brighton Rd Food Market but they've been given time and their stock is very low. TS has been looking into grants with CoS for us to establish a Farmers market. Looking at Saturday mornings. Two stages: Stage 1 Attend a workshop. TS & SQ have their names down for that. Stage 2 Apply for funding (late Sep some time).</p> <p>Waiting on callback from food health department. Lots of governance but is on Dept of Education land. Looks promising to get going before end of the year. TS looking at others for comparison. Could make a very decent amount but there are expenses and possible employee options.</p> <p>Also need to see what repairs may come from using the school grounds (i.e. the grass or basketball court) and what costs this would incur annually.</p> <p>4.4 WACCSO Conference End of August. P&C gets one free ticket and a 2nd can get a paid ticket. Vote for allowance of paying 2nd ticket for EF – motion carried.</p>	<p>4.1 SQ to discuss and arrange.</p> <p>4.2 Msg to go out to say we need at least 2ppl per year group to assist for disco (outside of the P&C) - for set up, tuck shop, transition, clean-up – and form a committee then arrange a meet-up.</p> <p>TS to sort a flyer for disco save the date.</p> <p>EF to set up a chat specific for disco and sort volunteers in MSC.</p> <p>Fathers Day: SQ to look at ideas with staff members too.</p> <p>4.3 TS to continue to research and progress with grant process. Will report back after workshop.</p> <p>4.4 TS and EF to report back afterwards</p>

<p>4.5 WACSSO Parent Webinars They offer free webinars for parents. Do we want to promote through year groups? Motion carried - Through whatsapp chat for year groups.</p>	<p>4.5 Link to webinars to be shared in year group chats.</p>
<p>5. Reports 5.1 Treasurer's Report – Only 1st page of report provided at meeting (MF absent). Big ticket item was renewal of WACSSO. See attached full report. 5.2 President's Report – See attached report 5.3 Principal's Report - Kindy's full for 2026. Compass app has rolled out smoothly. Used for EDU Dance whole school so most families are now using the app. 5.4 Canteen Committee's Report – All going well. Have volunteer roster and works well. 5.5 Uniform Shop Report – CM had to leave the meeting early. No report. Resolution: That the attached reports be adopted.</p>	<p>5.4 In survey include question asking families if they would prefer alternative lunch order day.</p>
<p>6. Correspondence: 6.1 Correspondence In 6.1. Resolution: That Correspondence In be received as per attached list. 6.2 Correspondence Out Resolution: That Correspondence Out be received as per attached list.</p>	
<p>7. Other Business</p>	

7.1 Tea Towels	7.1 TS to look at the figures been sent and can all discuss logistics more.
8. Date of next Meeting: Monday 8th September – tentative meeting.	8. Tentative 2 nd meeting booked in to discuss school disco and start prep for Term 4.
9. Meeting closed: 8:05pm	