

**Minutes for  
General Meeting held in school Library on  
Wednesday 19<sup>th</sup> June 2019, at 5:45pm**

**1. Welcome**

**Meeting Opened: 5:45pm**

**In Attendance:** Tanya Graham (President), Rebecca George (Vice President), Jasmin Miller (Secretary), Kylie Otley, Moana Elkington, Amanda Ridout, Cindy Zanker, Tanaya Stewart, Ana Duncombe, Lisa Heales

**Apologies:** Kate Lyons, Daiva Gillam, Trish Sanson, Katrina Pikor, Casey Westlake, Tanya Smith, Candra Malta, Charmaine Gorman, Jayde Lacey, Carmen Sweeney, Kimberley O'Connor, Amiee Williams, Jody Calhoun

**2. Confirmation of Previous Minutes**

That the minutes of the previous General Meeting of Karratha Primary School P&C Association on Wednesday 15<sup>th</sup> May 2019 taken as read and confirmed as a true and accurate record.

**Carried**

**3. Business Arising from Previous Minutes – Tanya**

**3.1 Painted Game –** Shelled until next meeting, Casey not here. **Carried**

**3.2 Sports Ribbons – Jody/Kate/Tanya -** Shelled until next meeting, Jody & Kate not here. **Carried**

**3.3 Canteen Laptop – Kate**  
**Resolution:** Amanda has a laptop from the school she is using. **Finalised**

**3.4 Special Canteen Day Taco Tuesday 4<sup>th</sup> June – Moana**  
**Resolution:** 130 orders, Amanda brought products in the weeks leading up when they were on sale to help with costing. Lots of positive comments from students & staff. **Finalised**

**3.5 New P&C Laptop – Jayd-** Shelled until next meeting, Jayd not here. **Carried**

**3.6 Election Day BBQ – Bec & Daiva**  
**Resolution:** The day was a big success, they only had 6 sausage's left over & made a profit of approx \$800. **Finalised**

**3.7 School list Stationary – Jody -** Shelled until next meeting, Jody not here & she is still getting quotes. **Carried**

#### 4. Correspondence: Jasmin

Attached see appendix 1

#### 5. Reports:

##### 5.1 Principal's Report - Kate

Attached see appendix 2

5.2 Treasurer's Report – Jayd – Not available, Jady not at meeting & no reports sent.

5.3 Canteen – Moana – No report sent.

#### 6. Canteen – Moana

##### 6.1 Special Order Days week 10

###### 6.1.1 -Thursday week 10 pie/sausage roll & empty freezer day.

**Resolution:** – Amanda would like to do a pie and sausage roll day and a clear out the freezer day in preparation for the holidays & the floor being done. Amanda would do a mini stock take prior and adjust online canteen for this day. Members voted yes. **Finalised**

###### 6.1.2 – Friday week 10 colour run sausage sizzle pre-order.

**Resolution:** Amanda would to do a sausage sizzle and run it as a pre-order lunch. This would mean the canteen would be shut. Members votes yes to shutting the canteen on Friday and Yes to Amanda doing a sausage sizzle.

**Action:** Pre-order forms to go out in week 9, Amanda or Moana to notify school of canteen closures and close online orders for the Friday. **Carried**

##### 6.2 Term 3 Menu – Amanda

**Resolution:** Amanda wants to change it up in term 3 and do Monday Mexican Madness, Thursday Thai & keep Friday as Pie/Sausage roll day as they are very popular. Members voted yes.

**Action:** Amanda to finalise the menu and get it out to admin for distribution and adjust online menu. **Carried**

##### 6.3 Book Week food idea's

**Resolution:** Amanda had an idea to do a themed menu for curriculum week. Amanda has done a menu and it looks awesome. Members voted yes.

**Action:** Moana or Amanda to ask Kate can the ECE do pre-orders. **Carried**

#### 7. Uniform – Katrina

Update: Rebecca said all is going well, Katrina ordered some more jackets in as stock getting low.

#### 8. Fundraising – Lisa

##### 8.1 Color Run – Lisa

**Resolution:** Lisa spoke to Kate and they think there needs to be 4 age groups. We would like Mr Tan to be MC but if he declines, then Kate to ask other staff. Black plastic has been ordered and is on the way as Lisa wants to do an obstacle course. Lisa asked for 8 paint throwers. If Grace is available to do Zumba warm up that would be great. Would be cool to get Blanch Bar's Rainbow again this year for start/finish line. Lisa will be calling out for helpers prior to and for on the day.

**Action:** Lisa to follow up with Grace for Zumba. Lisa to contact Blanche Bar for rainbow. Lisa has 8 painter throwers. Kate to ask Mr Tan or staff for an MC. **Carried**

##### 8.2 2019 Yearbook - Tanya

**Resolution:** Leanne Mott has volunteered to do the year book. **Carried**

**8.3 Crazy Camel – Lisa**

**Resolution:** Lisa would like to start this next term. It was mentioned that the work load on Mrs Sheedy would be too much with short notice so maybe she could use any artwork students have done throughout the year so far. Voted yes

**Action:** Lisa to follow up with Mrs Sheedy. **Carried**

**8.4 FeNaCLe Float – Tanya**

**Resolution:** Float organising is going well and 280 hard hats have been donated so far which is amazing. Mrs Sheedy needs as much help as possible. **Carried**

**8.5 Disco - Lisa**

**Resolution:** Lisa suggested doing a Halloween themed disco in term 4 & he have some glow products left.

**Action:** To be discussed more next term. **Carried**

**9. General Business**

**9.1 Float Budget – Tanya**

**Resolution:** We need a small budget to help with the cost of supplies for the float. Tanya was thinking \$100. Members voted yes.

**Action:** Tanya will be responsible for managing the budget. **Carried**

**10. Date of next meeting:** Wednesday 7<sup>th</sup> August at 2:45pm in the school Library

**11. Closure:** 6:23pm

**Appendix 1**

**4.1 Mail in**

Date	Sender	Actioned by
	KPS Invoice	Jayd
	CGU	Jayd
17/06/19	Dept of Communities EFT advice	Jayd
	Smart Gift Ideas	Jaz file
	WACSSO P&C Voice Newsletter Term 2, 2019	Jaz file

**4.2 Mail out**

Date	Item	Actioned by

**Appendix 2**

## 5.1 Principal's Report

Principal's Report – 19 June 2019

Term 2 has been a wonderful one so far. We have enjoyed welcoming Mrs Lou Woodvine to our leadership team. Mrs Woody will be taking on responsibility for Education Support across the school, and we will also be tapping into her vast expertise in Aboriginal Education.

In a special highlight, the Director General of the Department of Education, Ms Lisa Rodgers, visited KPS last week. Mrs Cheryl Parkin, the Regional Executive Director, accompanied her. Ms Rodgers met with staff and Board members before being taken on a school tour by the student councillors. The students were outstanding in the way they spoke about our school, interacted with the guests and promoted the KPS. I was so incredibly proud of them.

Staff are completing Semester 1 reports, which will be sent through Connect on 4 July. These reports capture the progress and achievement of your child. Teachers spend considerable time assessing the students and ensuring that the grades are as accurate as possible. Your child's education is a partnership between you and the school, so I encourage you to speak with your child's teacher on a regular basis.

The school is reviewing the behaviour plan and this is currently with the School Board. There are some significant changes as we continue to develop our positive behaviour support processes, as well as implementing new state-wide processes regarding making schools safe places for everyone. The new plan will be distributed as soon as it is finalised.