**MINUTES**  
Tuesday 27 October 2015

<table>
<thead>
<tr>
<th>Attendees</th>
<th>Val Ogilvie, Susan Mallett, Maria Szep, Amanda Ferguson, Pippa Gale, Sally Brindal, Tasha Doulass, Anna Armour, Bronwyn Hutchings, Cath Taylor, Lisa Turkovic, Sarah Harris</th>
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<tbody>
<tr>
<td>Apologies</td>
<td>Bill Boylan; Sue Hickey, Anne Monger, Carla Fisher</td>
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**Previous Minutes**  
Minutes to meeting held Tuesday 01 September 2015 confirmed  
Moved: Maria  
Second: Tasha

**BUSINESS ARISING**

**P&C Newsletter**  
Great feedback has been received from the first issue. After we have fulfilled the obligations for the end of this year we may consider changing from once a month editions to twice a term aligning with the P&C meetings so we can add information from the meetings. Amanda will do a blurb for December edition regarding what the P&C need from people, highlighting that some year 6 parents are leaving so some fresh faces are needed. The deadline for the December issue is 15 November.

**P&C Reps – responses**  
We have had two responses. Corrina Agostini and Pippa Gale. Tasha Doulass would also like to be a rep for Year 2 next year.

**Signs on Cars**  
No signs have been placed on cars. Will not use them for now as new signs and restrictions are going up with a new ranger schedule. We need to keep pushing the second wave pick up. This will help with parking limits and frustrations.

**School Review**  
The draft has come through but is confidential at this stage. It seems very positive and we should have the final copy in the next couple of weeks. This will go up on the Schools On-line website.

**Display Cabinet**  
The cabinet has arrived and will be installed on the wall outside the Administration Office (at the back so you can see it as you exit the school)  
Tasha will ask her husband if he can install it. The school is happy for us to go ahead.

**Yellow Tent for Sports Carnival**  
At the last meeting it was mentioned that the Yellow Team had no tent at the Sports Carnival. The P&C asked if funding was required for a new one. Mrs Mallett will follow this up with Mr Voloczi and let us know. Since the meeting Maria has spoken to Mr Voloczi and advised him to put his requirements in writing before the next meeting so the P&C can vote and action.

**Is School Newsletter going to be emailed?**  
No – it is too hard for the school admin to keep a database of email addresses of the parents.

**CORRESPONDENCE:**  
None tabled
## REPORTS

### Principal – Susan Mallett

Started off the term with two weeks of swimming which ran very smoothly. Had a very high attendance from the children. Feedback received from Arena was that our staff and students had prepared well. This is the first time in three years that we had 6 groups rather than seven so all students got 40mins of swimming lessons rather than 30.

Couple of changes to staff as of this term. Mr Coccaro is on long service leave for the term and Miss Caldwell has taken over year 5 class. Her part time job has been picked up by Mrs Rooke and Ms Mizen.

Mrs Robertson is leaving us in the next two weeks. She has been offered a wonderful opportunity but will be greatly missed at Tapping PS.

The Staff Development Days (SDD’s) have been put down on the calendar for next year. There will now be an additional date that we will be informed of in the near future. This is due to an extra SDD being allocated as per a notification from the Department of Education.

### Uniform Shop – Maria Szep

Tudor stock has arrived from China and is on the Wharf. Any day now we will get the nod that Tudor are ready to go and the Uniform Shop will need to cease business.

Any stock remaining will be given to the school for spare uniforms and the rest will go to Africa.

Faction shirts and hats will be sold at the school. This will be on an order basis only; the shop will not open to sell them.

Lisa’s child is going to Cambodia for a humanitarian visit, she will enquire if the old uniforms can be taken.

The uniform shop area will remain in the possession of the P&C for storage of items for the School Disco’s and stalls.

### Canteen – Lisa Turkovic

Really glad that swimming is over. They have been unusually busy during swimming with a $700 day on Friday. Online went from $70 to $120. The reliance on volunteers is more than ever.

Lisa is hopeful this trend will continue and we can break even by the end of the year.

Things affecting the profit line are holidays and the loss of the year 7 students.

Paid staff are Michelle and Kelly – there is one paid staff on rota each day

Anna suggested having a chart out the front of the canteen (similar to those used for Kindy and Pre-Primary parent rota) asking for volunteers. Parents and carers can insert their name and phone number on relevant days that are suitable for them to help.

### Treasurers Report – Bronwyn Hutchings

See Appendix A
**Fund Raising – Sarah Harris**

We will provide tea, coffee and cakes for the Kindy Parent Information Morning on 2nd December. Marianne to talk at the presentation.

School Disco is also on 2nd December – times as follows:
- K/PP - 3:30-4:30pm
- Yrs 1-3 - 4:45-6:15pm
- Yrs 4-6 - 6:30- 8:15

Tickets on will be on sale: Mon 30th Nov, Tues 1st Dec and Weds 2nd Dec before school
Price: $5

Need to put a call out for volunteers to help sell tickets and watch the doors so the little ones don’t leave.
Volunteers are also needed for the senior years to ensure students don’t leave without their parent or carer.

**Earn & Learn Stickers:**

We collected 30,716 points in total which has enabled us to order $1,400 worth of resources for the school as follows:
- 14 size 1 soccer balls
- 12 size 5 soccer balls
- Arch outdoor walkway obstacle ladder (early childhood area size)
- Construction Play Sets
- Lego Tech Machines Play Set
- Outdoor Sandpit Toys

These items have been ordered and will be delivered during Term 1 of next year.

Thank you to all the families that helped with the collection of stickers. It was a brilliant effort, especially as we didn’t start until the promotion was well underway.

Thank you to Briely Morris and Emma Chewter for a great job and taking this on board on behalf of the P&C. It is greatly appreciated.

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<th>GENERAL BUSINESS:</th>
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Susan Mallet will sort out if balls are required for use during recess. She will talk to Mr Voloczi

Ribbons are not issued on sports day as they are a very expensive undertaking and get lost or taken by other children. Some parents disagreed with this advising that their children treasure the ribbons they have won at the interschool carnival. The school is not looking to change the policy on this in the foreseeable future.

P&C Facebook Page / Group
It was suggested that Tapping P&C should run a Facebook Page rather than a group. This gives us more control over what is posted. Only those that are administrators are able to post on the page. People are able to comment but not post. If people have something they want posted they can contact the administrator and request its inclusion.

A vote was taken. It was unanimous to take down the existing group over the summer school holidays and start the Page as soon as possible.

Due to the school fence and gates now being in situ the Class Lists will need to be located someone different to enable parents to have access to them outside of the normal couple of hours when they are first put up. Mrs Mallet has made a note of this and will advise at the next meeting.

Mrs Mallett
Many people are not happy with the quality of their school photo's this year. Maria brought in her daughters’ photos as an example. As per last meeting this will be taken up at the next board meeting with a view to discussing an alternative supplier.

Neerabup Primary School are changing their name to Banksia Grove Primary School as of 2016.

Over the last few meetings Any Other Business has become rushed and Cath worries that newcomers have not had a chance to ‘have their say’. At the next meeting we will aim to do AOB after business arising and before the report.

**MEETING CLOSE:**
Next meeting to be held on **Tuesday 24 November 2015** at 7:30pm
Meeting Closed: 9:00pm
Tapping Primary School

P & C – Treasurers Report
Profit Year to Date
30th September 2015

Bank Balance as at 27/10/15  $37,036.04

UNIFORM SHOP
Balance B/Forward  $2,493.61
Uniform Sales Ending 30/9/15  $45,208.71
Costs Ending 30/9/15 ($41,770.47)

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PROFIT
$5,931.85

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CANTEEN
Balance B/Forward  $3,662.82
Canteen Sales Ending 30/9/15  $62,076.16
Costs Ending 30/9/15 ($38,369.06)
Wages Ending 30/9/15 ($28,591.04)

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LOSS
($1,221.12)

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FUNDRAISING
$9,858.01

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Irene Library
Balance B/Forward  $2,488.35