



<b>In Attendance</b>	Marianne Thoroughgood, Sarah Harris, Tasha Doulas, Kara Clarson, Liz Barber, Bronwyn Hutchings, Debbie Seconi, Kylie Haber, Ruth Twell, Claire Campbell, Simone Rhodes, Claire McCulloch, Danielle Poppas, Tracey Omodei, Anna Armour, Corrina Agostini, Amanda Ferguson, Pippa Gale, David Tritton, Abby Lee, Tanya Lukatelich, Ashleigh Britton
<b>Apologies</b>	Fee Hall, Alinta Jaworski, Faye Cooper, Michelle, Tanya Bidefeld
<b>Confirmation of Minutes of Previous Meeting</b>	Amendments to minutes: Ruth Twell to be added to Canteen Committee and Corrina Agostini to Fundraising Committee. With these amendmends made the Minutes of meeting of Tapping Primary School P&C Association held Tuesday 21 February 2017 to be taken as read and confirmed as a true and accurate record <p style="text-align: right;"><b>Carried</b></p>
<b>BUSINESS ARISING FROM PREVIOUS MINUTES</b>	<p><u>Walking to School Initiative</u> Simone contacted the Heart Foundation and they no longer do a walk to school day. But there is an annual Walk Safely to School Day supported by the Government being held on Friday 19 May this year. We can access colouring sheets and motivational advertising for the day if we chose to participate. Bill is happy to support and help the P&amp;C if they decide to participate in this initiative.</p> <p>Some background information Simone came across: Pedestrian Primary aged kids are generally more active, healthy and smarter. In 2015 Currambine and Connolly Primary Schools found that 2 out of 3 children that live within 2km of school do not walk to school. The fact that kids are not walking to school is a bigger problem that parking issues.</p> <p>Motion for Tapping Primary School to participate in Walk Safely to School Day 2017. Moved: Simone Seconded: Sarah <p style="text-align: right;"><b>Carried</b> <b>Action: Simone with Claire and Claire to support</b></p></p>
	<p>Following from this came a discussion on Safety House Zones. Is it a current initiative and how do we go about accessing it? Liz Barber offered to look into this and bring findings to the next meeting. <p style="text-align: right;"><b>Action: Liz Barber</b></p></p>
	<p><u>Crossing Update</u> Crossing lady starts tomorrow, Wednesday 15 March. Sarah thanked Marianne for the work she had put in to get this pushed through. A question was raised as to why the car park that was taken out was filled with mulch rather than concrete. The council advised that this was done to try and deter parking on that area. This 'fill solution' will be monitored by the council to see if there are any problems.</p>
	<p><u>School Stationery</u> Cath Taylor was sick tonight so this will be covered at the next meeting.</p>
<b>CORRESPONDENCE:</b>	WACSSO – 2017 Affiliates Guide was tabled

## REPORTS:

### Principal – Bill Boylan

BESM workshop is being run on 21 March in the Library at 7:00pm. In the paper today and yesterday there are articles relating to children being resilient. Kids that aren't resilient don't do well no matter what the academic ability is. Emotional intelligence is important – this follows everything we do at Tapping already. The BESM workshop is about explaining what we do at Tapping. Giving practical applications with issues at home and giving help with how do deal with them. Getting consistency with what happens at school and at home. Please encourage anyone that has not at

Week 9 is Science Technology Week – Professor Lyn Beazley (WA's Australian of the Year 2017) is coming to talk to the Year 6 students and some students from Joseph Banks High School will also be attending that week. Robotics will be part of the activities. It will focus on promoting science technology with the kids.

Thank you to everyone for your support of the School Fun Run. It was a great day and lots of fun was had. Bill apologised for the Bush Band being a no show – the guy simply forgot. The kids conducted themselves very well with running and then the games. It was a full day for them. The actual Fun run went without a hitch. So far \$6,500 has been raised. Please encourage parents to return their forms and sponsorship money.

The Labour party has been elected into the Wanneroo area. This is good news in that one of their election promises was to put money towards extending our undercover area. This would mean that we could hold whole school assemblies and larger performances. Bill has written to Sabine Winton congratulating her of the win and reminding her of the election promise. He will keep us informed of updates.

Marianne thanked Bill for being such a good example to our students and parents in the way he handled the Bush Band no show. It was a credit to him to turn the situation around so quickly without focussing on the negatives.

### Treasurers Report – Bronwyn Hutchings

See Report: Appendix A

Library: Irene has purchased some new chairs with the funds we are holding for the library. The actual invoice is \$10 extra than what is in the account.

Motion to donate the \$10 to the library for the chairs.

Moved: Bronwyn

Seconded: Sarah

Carried

### Fund Raising – Pippa Gale

See Report : Appendix B

Classroom Cash – Michelle has offered to run it this year. The more people that get on board the better chance we have of winning. There will be a box in the office to drop the coupons into. Please encourage people to participate.

Pippa asked what Bill's requirements from the P&C would be this year. He suggested a target of \$20,000 would be ideal but no specific resource requirement was put forward to date.

Our current forecast would be:

Fund run \$14,000

Mothers Day Stall \$2,000

Fathers Day Stall \$2,000

Quiz night every second year \$0

Discussion was held over other possible fundraising events for this year. A decision was made to further investigate a Family Picnic evening on a Friday in November with Pop up Cinema/band/stalls as options  
A motion to investigate options and feasibility further with the Fundraising committee.

Moved: Anna

Seconded: Liz

Carried

Discussion was held regarding signage and the possibility of a new banner (see report). It is not something that is required immediately and could possibly wait until later in the year when we have the family picnic/cinema night. Motion: to get the banner closer to the movie – cost approved but later in the year due to a lot of outgoings at the moment and need more money coming in.

Moved: Marianne

Seconded: Bronwyn

**Carried**

Sign Up Genius (see report)

Pippa explained this in more detail showing examples of how it worked on the website through the projector. This was well received. If it works out for us it can be extended to receiving donations and selling of tickets to events (Quiz night/disco).

Admins are flexible and can be changed.

Propose to pay for 1 year subscription at a cost of \$107.89, use to full extent and get feedback

Moved: Pippa

Seconded: Bronwyn

**Carried**

#### **Canteen – Lisa Turkovic**

Lisa was absent but report is attached.

See Report : Appendix C

#### **School Banking – Debbie Seconi**

School Banking has started for 2017 – every Tuesday morning 8:00am to 8:20.

Going really slowly this term. Only banking \$80 to \$100 each week. A notification needs to go in the School Newsletter.

**Action : Debbie**

#### **Class reps**

So far all going well for 2017 and the feedback has been positive. All 19 classes have reps.

Pippa re-iterated that it is not our job to be the reminder. We try our hardest to get information out to parents but it is not always successful. It is the parent's responsibility to keep themselves informed and up-to-date with what is happening at the school through the many avenues now available.

#### **ANY OTHER BUSINESS:**

##### WA School Canteen Association

The Canteen has become a member of WASCA this year. The purpose of the membership is to give training, advice and support to our canteen and their staff. The next step in our membership is for WASCA to come out and see how our canteen runs – spend some time, make some suggestions, to try and take the stress off making a loss right up to the end of the year. Approval is sort by the P&C and the Principal for them to come on site and review our processes.

- Bill Boylan – principal is happy to have WASCA on site – approved.
- P&C is happy for WASCA to come on site

Moved: Tasha

Seconded: Claire

**Carried**

##### P&C Survey

Sarah emailed the P&C last week with the idea of initiating a survey amongst the parents regarding the P&C. There has been some negative comments being fed back to the P&C and we didn't get volunteers for election day sausage sizzle so it is thought it might be time to see how people feel, get some understanding of what they think the P&C is and why they don't get involved.

Discussions were held with the following questions and ideas being suggested:

Survey will be anonymous

What is your general view of the P&C

How do you feel about the P&C address your concerns and suggestions  
Would you consider joining the P&C in the future?  
Do you receive information?  
Why don't you attend meetings?  
What date/time would suit you best to attend P&C Meetings  
What do you think a P&C is? What is it for?  
Do you have anything to offer the P&C that we could utilise – business.

Sarah will put some questions together for approval at the next P&C meeting with a view to sending out to parents in term two

**Action: Sarah**

#### Change Date of Meeting

Not discussed as will put questions regarding this in the survey..

#### How to Engage Volunteers – WACSSO training

Marianne to investigate if it could be held on a Thursday and what are the location requirements with a view to look at the feasibility of Tapping P&C Hosting

**Action: Marianne**

Amanda wanted minuted that she was happy not to be able to get a car park during the week when collecting her child from second wave – it seems more people are using it – brilliant.

Kara – there are inconsistencies for shoe colours and inconsistencies on teachers reporting shoe discrepancies. Bill will talk to the teachers regarding the shoe policy to ensure we are consistent. But we need parents to support our policies. Bill re-iterated that if you tell your children it is ok to break one rule (eg. School shoe policy) then what is the message you are giving your children for following rules. It doesn't matter what we think of the rule or if we agree with it. If we teach children it is ok to ignore one rule then where do we stand when they break another rule. What is the difference between that rule and other rules?

**Action: Class Reps** Put on class reps page to remind children to wear the right shoes.

**Action: Marianne** - copy and paste uniform policy to Tapping P&C Communication page

#### **Parking:**

Safety is becoming a real concern with parents parking cars over the footpath into shaded area – over the rocks past the footpaths – all areas making it dangerous for children. There have been many recent close calls and it is frightening the disregard these people have for the safety of our children.

This is very serious Nobody wants to see a child/anybody hurt.

The Wanneroo City Council to be contacted to see if they can help us with this in any way.

**Action: Bill Boylan**

#### **Dogs on School Grounds**

A dog has recently been brought into the undercover area. Parents need to be reminded that dogs are not allowed on school premises.

**Date of Next Meeting:** Tuesday 9 May 2017 at 7:30pm

**Closure:** Meeting Closed at 8:45pm

# Appendix A

## Tapping Primary School P & C ASSOCIATION



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<b>Treasurers Report</b>	<b>February 2017</b>
<b>Bank Balance 10.3.17</b>	<b>\$ 8,109.25</b>
<b>Canteen</b>	
Balance B/Forward	\$ 972.25
Sales Ending February 2017	\$ 6,106.46
Costs Ending February 2017	-\$ 5,142.97
Wages Ending February 2017	-\$ 4,782.40
<b>LOSS</b>	<b>-\$ 3,419.25</b>
<b>Fundraising</b>	
Balance B/Forward	\$ 3,259.53
Signage Approved	-\$ 269.50
Bear Memories - Mothers Day Stall	-\$ 1,772.00
	<u>\$ 1,218.03</u>
<b>School Banking Commission</b>	
	\$ -
<b>Tudor School Uniforms</b>	
	\$ -
<b>Library</b>	
Held in Account after Book Fair	\$ 1,207.28
	<u>\$ 1,207.28</u>

## Tapping Primary School - Fundraising Report

14 March 2017

### **Fun Run Cake Stall**

The Fun Run was held last Wednesday and the Cake Stall raised \$366.90, which is a great start to the year. There was such a good response to the request for donations of baked goods, so a big thank you to all who donated. Also, thank you to Sarah, Marianne, Cath, Tracey, Ruth, Liz, Tanya, Anna and Faye for manning the stall. They all spent a lot more time there than they had been allocated, so I really appreciate that. We also came up with a few ideas of how we can better run the cake stall next time. Lisa from McCoffee came along at short notice with her coffee van and has kindly donated proceeds of her sales (\$?).

### **Mother's Day**

The Mother's day stall will be held in the second week of term 2, on Thursday 4<sup>th</sup> May, and Tuesday 2<sup>nd</sup> May for the alternate kindy class. The notes need to go out this Thursday 16<sup>th</sup> (even though it's an odd week?) and will be due back by Thursday 6<sup>th</sup> April. This gives the students 3 weeks to get their forms in. An initial selection of gifts was done by Sarah and myself and the order placed last Wednesday. Once the student forms are returned we'll be able to gauge if we need to order more.

### **Election Day Sausage Sizzle**

The sausage sizzle was planned for Saturday 11<sup>th</sup> March. P&C members indicated their availability to volunteer at the last meeting (8 people). A request for further volunteers was put on the P&C Facebook group, but no new volunteers came forward. On Tuesday 28<sup>th</sup> a request was put out on the school app for volunteers but there was no reply. This event needed to be organised about a week prior due to food orders and purchases needing to take place. A vote was taken at the executive committee meeting on Thursday 2<sup>nd</sup> as to whether we could run the sausage sizzle with only 8 volunteers and it was decided to cancel it. I need to look at why our communication might not be reaching the parents, or better ways to engage them.

### **Further Fundraising Events**

We would like to get the list of items the school would like, so we can determine a fundraising goal, along with what we as a P&C would like to deliver.

Last year we ran the quiz night which received great feedback, but was an adults event. This year it would be nice to run an event that is focussed on families. Something with the atmosphere of a fair but not on as grand a scale. A families-based picnic, with market stalls

selling handicrafts and homemade goods, couple of food vans, games like chocolate wheel or tug of war, and entertainment such as music or dancing. Held in the early part of term 4/Novemberish. I would like to get approval to move forward with this, and to firm up ideas and dates with the fundraising committee.

### **Signage**

At the executive meeting I requested approval to purchase some signs for the P&C to display at our events to help get our name out. This was approved and I was fortunate to be given two signs for the price we paid for one, because the company wasn't happy with the sturdiness of the sign they originally quoted us on, and so they supplied us with an aluminium one too. I have requested a quote for a banner which will be ideal to hang at the front of our marquees. The quote is for a 1.5m x .6m PVC Banner with ropes and eyelets, with the artwork as per previous signs, for \$275 + GST and I would like approval to purchase this. (quote for first sign was \$245+gst) (action required?)

### **Sign Up Genius**

I have been investigating ways to better embrace/encourage volunteers and have discussed with other P&C's how they go about this. Online sign up's seem to get a decent response, so I've been investigating several software that do this. One of them that was recommended to me that has good reviews is Sign up Genius <http://www.signupgenius.com/>. This is software designed for clubs and schools to assist them in coordinating volunteers. In short, volunteers follow a link to website hosted by SignUp Genius, where we have a table which has the jobs listed and the time slots, they enter their name. They can see the other volunteers, so they can team up with friends or change time slots with others. The software emails volunteer's reminders and is also able to be used to collect payments for sign up items or donations. I would like to look at purchasing a Pro Silver subscription to SignUp Genius for \$107.89 per year – there is a free option but it only allows one administrator and no cloud storage (action required?)

