

# Curtin Primary School P&C Association Minutes

7pm Thursday 6 September 2018, Staff Room

## KEY DECISIONS

1. Agreed to run a GOFUNDME campaign with the aim of raising \$10,000 towards slides for the playground.

## ACTION ITEMS

1. WCS to confirm capacity to run 'Anxiety' session – may happen in week 9 or 10.
2. Book DJ Cliff for early term 2, 2019 (Friday 10 May 2019).
3. Rachel K to follow up photo booth option for Twilight Fair with student at her school
4. Notice in newsletter to see if there are parents with building/architectural/planning backgrounds who are willing to volunteer their expertise.
5. Further planning for welcome BBQ, inclusion of all parents and comms strategies for 2019 needed

**Attendees:** Frances Brand, Sophie Dowling, Tom Dowling, Sally Hawkins, Felicity Hennessy, Sara Horne, Rachel Kane, Ken Mansell, Jo McKenzie-Kay, Merryn O'Dea, Kimberlee Stamatis, Catherine Tye.

**Apologies:**, Michelle Evans, Marg Hallen, Belinda James, Georgie Kellie, Megan Moore, Tania Ralston.

**1.2 Acceptance of previous minutes and business arising**– minutes accepted, action items all addressed or carried over.

## 2. PRIORITY BUSINESS

### 2.1 Playground equipment fundraising

Frances Brand addressed the meeting regarding the work the school is doing to improve play at Curtin. A group of staff and parent reps have considered what is important about play and how they can foster this. A priority was to increase sensory play – involving moving, jumping, feeling, swaying etc.

Frances showed a map of the playground, flagging active and quiet play areas and possible future developments including a water feature, dirt kitchen, water tanks to provide water for play etc. She also spoke about modifications to the junior sandpit, to provide 2 sides with more natural boundaries, integrating boulders, rocks and logs as a means to increase creative play.

As part of this – the school has suggested that if the P&C can raise \$10,000, it will find \$14,000 to install two large, whole school slides like Hawker Primary has (see attached picture). The P&C agreed to try a targeted GoFundMe campaign in weeks 9 & 10 through to week 1 of term 4, promoting through flyers, the Courier, Skoolbag, Facebook and also seeking support from the wider Curtin community. Catherine and Sara to initiate.

### 2.2 Twilight Fair / Trivia Night

Trivia night has c. 135 attendees paid up, setting up on Friday and keen for clean-up help on Sunday.

Twilight Fair: Georgie sent along some requests for assistance. Still need a volunteers for the following: someone to coordinate rubbish on the night (a roster of volunteers to empty bins) and sponsorship coordinator. The following roles were allocated: a "bank" person on the night (Kimberlee) promotions and comms (Catherine), and high five drive coordinator (Sara).

The meeting considered the possible benefits of having an EFTPOS machine on site (perhaps run it like an ATM to enable cash out). Also talked about photobooth options.

### 3. REPORTS

3.1 **President's Report:** Items were addressed during the meeting.

3.2 **Financial Report:** P&C account has about \$6000 in unassigned funds at present.

3.3 **Report from Canteen Committee:** Since April the Canteen has been trialling having 2 managers over a split 6 day week to allow for the Uniform shop to be covered along with the Canteen. Unfortunately due to sales being down from previous years and the financial position of the Canteen it has become apparent that this was unaffordable and the Canteen will be returning to a single manager 5 days a week from the beginning of Term 4. This has been a difficult decision and the Committee would like to thank all those involved and express its appreciation to both managers who have been in these roles for all their hard work and dedication.

Due to increases in supplier costs, there will be a small increase in the prices of some items on the Canteen menu. These have previously been absorbed by the Canteen but as there haven't been any increases for some time it is now necessary to pass some of these costs on to keep the Canteen financially viable and available to the school community.

As we have been able to find a volunteer to assist with running the Uniform Shop, it will be moving to Wednesday mornings from Tuesdays from Term 4. The Canteen Committee thanks the entire school community for their understanding of these changes.

3.4 **Social Committee Report:** Discussed under priority business.

3.5 **Board Member Report:** The Board met and discussed the School Review Report – (covered in last meeting's minutes) as well as the feedback from the Chromebook survey.

3.6 **Principal's Report:** Merryn noted that feedback on the Chromebook program was fairly evenly split. She acknowledged the benefits and some of the legitimate concerns that parents voiced. The school will reflect on these matters in deciding next steps in the use of Chromebooks – particularly in the junior primary years.

4. **OTHER BUSINESS** – Sally Hawkins raised the issue of parent class reps and the weekly emails – whether the system is working and if not, what other options there might be for 2019. General consensus was that class reps are of value (alongside other communication means such as Skoolbag and the Courier) but it needs to be up and running at the start of the year to maximise engagement. This year – there was a delay in getting things running until late in term 1, attendance at class introduction meetings was low and many classes have only a small number of parents signed up. A broader discussion was also held as to whether the school/P&C is managing to engage the increasingly diverse parent body. Suggestions for strategies in 2019 included:

- Writing up a description of the class rep role to clarify what they do for potential volunteers
- Send home a class sign-up note for 2019 classes at the acting up day in term 4
- Target day 1 of the year as a key point for getting sign up/engagement as many parents attend on this morning
- Hold the Welcome BBQ earlier and back in senior playground; use teachers to serve at BBQ (a familiar face), thereby freeing up engaged parents to circulate and connect, give people name labels colour-coded by year, extend personal invites to some of the less represented sections of the parent community, include some sort of attraction (e.g. jumping castle) to draw more people in.
- It was noted that some year group teachers are making better use of Skoolbag than others for providing information and resources home.

5. **CLOSE AND NEXT MEETING** Next meeting week 3, Term 4.



Picture of slides at Hawker Primary.