



NORTH MORLEY PRIMARY SCHOOL

Parents and Citizens Association

ABN 71 580 067 091

WACSSO Member

15 Bunya Street, Dianella WA 6059

General Meeting Minutes

Date and Time: 17th May 2023, 7.30pm

Location: NMPS – Staff Room

In Attendance

Terri Robertson, Jodie Quader, Bodie Foster, Emma Richards, Coby Francis, Stacie Skehan, Kelly Dansie, Emma Harris, Collette Cecins, Shannon

Apologies

Zoe Marshall, Emily Keeshan, Rita Mallard

Approval of Minutes

Minutes of the previous NMPS General Meeting (2022) were taken as read and confirmed as a true and accurate record. **First:** Emma Richards **Seconded:** Bodie Foster

Correspondence

Nil

Reports

PRINCIPAL'S REPORT

This term we are continuing with connection and communication between the school and families and working on the new business plan for NMPS. New policies being released shortly and new marketing currently in the works (keep an eye on social media for the new look!).

This week we are celebrating P&C Day and also the volunteers from our school community. Looking forward to the morning tea on Friday 19th May at NMPS to say thanks.

PRESIDENT'S REPORT

Thank you to everyone who has contributed to P&C work over the last few months. We have kept the uniform shop and canteen running, while supporting some additional sustainability measures such as CFC. My vision for the P&C is to be a group that supports parents to bring their ideas for NMPS to life. To do this, we need (1) to hear parents ideas and (2) to build a diverse pool of volunteers to help enact those ideas. This will be something I continue to work on with Mrs Skehan in the coming term.

THANK YOU'S

Kelly D – Thank you for getting various people on and off the bank accounts over the last few months.

Emma R – Thank you for your work in learning the uniform role and putting together the second-hand stall.

Emma H – Thank you for continuing to put the containers for change bins out each Friday.

TREASURER'S REPORT

Attachments 1. March Report & 2. April Report

UNIFORM SHOP REPORT

Currently awaiting on approx. 5 dresses to arrive for orders and there have been approximately 30 orders filled since school has commenced this year. The system of orders being submitted and Robin assisting in the office is working for everyone, no real demand/need to have an open day. If parents need to see a certain size etc they can in the office.

Second hand stock is mostly pants, possibility of another day to have second hand items in undercover area for those interested, perhaps there is some interest with the change in weather.

MOTION TO ACCEPT REPORTS: First: Coby Francis

Seconded: Collette Cecins

General Business

- a. **Financial Motion** – payment of annual affiliation fee for WACSSO 2023 of \$696.83 (due before 30th June 2023). This fee includes Public Liability and Volunteer Personal Accident Insurance. The 2022 fee was \$614.64 - **Motion Passed.**
- b. School Board and P&C – Jodie has asked to clarify the role of the School Board vs the P&C.
The School Board is currently made up of 4 parent representatives, 2 school / staff representatives and 2 external community representatives. Their focus is school policies, strategic planning and overseeing financial position of NMPS.
P&C is more focused on events, fundraising, connecting parents to school (THE FUN STUFF)
We will look into updating some flyer/info sheets this term and term 3, it would be good to have something for Kindy Orientation for new parents to the school.
- c. Rollderdrome Fundraiser – 16th June. Emma R to draft up flyers and send home with students in the next week. Additional flyers will be available in the office for anyone able to promote elsewhere in the community (ie daycare, work, local cafes) as the money raised comes from ALL entries on that afternoon skate session. Save the Date info to be sent out on Facebook/Connect.
- d. Library
 - i. Book Fair – Terri met with Lee from the Library who has asked for assistance in setting up/packing away and running the book fair. As this is more of a school event and not P&C we have left this up to school admin to arrange volunteers.
 - ii. Coffee Mornings – Terri is proposing a 'lazy volunteers' morning to be held in the school library for Term 3. This can be an opportunity for families to come into school and meet some new faces (casual catch-up) once a week or fortnight. This would also be an opportunity for us to assist staff with any administrative tasks ie. Cutting, laminating and general resources. Will confirm dates for term 3 and also check with teaching staff what would assist them.
- e. Volunteering – we (Terri & Jodie) are wanting to discuss and receive feedback in regards to asking for volunteers and how we can best encourage and provide opportunities for families to help out. Toastie Days are currently running twice each term however we seem to somewhat struggle to fill the spots needed to run those days (only 3 people needed). It may be a possibility to ask our school community to try and put their hand up for 2 events across the school calendar, it could be a toastie day, attending a P&C meeting, assisting with uniform orders. We also want to communicate that extended family (grandparents, aunties/uncles) are also welcome to help out and contribute.
- f. Cards that Count – Emma R arranging for the paper to be sent home with students to create their drawings which will become the design on the cards (to be purchased). These will need to be returned by late August to be processed and orders back to families. This will be rolled out early Term 3.

Next Meeting

General Meeting Term 3, Week 4, 7:30pm in the Staff Room.

Close

Meeting closed at 8.45pm.

Attachment 1 – Treasurer Report March 2023

**NORTH MORLEY PRIMARY SCHOOL P&C ASSOCIATION
INCOME AND EXPENDITURE
MARCH 2023**

Opening Cash at Bank (as at 01/03/23)	\$ 11,256.07
Add Income	
6/03/2023 P&C Membership Fees	\$6.00
6/03/2023 Canteen	\$664.00
6/03/2023 Containers for Change Donation from Stephanie McBrydie	\$20.00
13/03/2023 Containers for Change	\$41.50
31/03/2023 Canteen	\$664.00
31/03/2023 P&C Membership Fees	\$0.50
	<u>\$1,396.00</u>
Less Expenses	
1/05/2023 Classroom Donation - Reimbursement C Francis	\$45.25
23/03/2023 Classroom Donation - Reimbursement M Logue	\$99.00
24/03/2023 Canteen supplies - Reimbursement T Robertson	\$443.94
	<u>\$588.19</u>
	<u><u>\$ 12,063.88</u></u>
Closing Cash at Bank (as at 31/3/23)	\$ 12,063.88

Attachment 2 – Treasurer Report April 2023

**NORTH MORLEY PRIMARY SCHOOL P&C ASSOCIATION
INCOME AND EXPENDITURE
APRIL 2023**

Opening Cash at Bank (as at 01/04/23)	\$ 12,063.88
Add Income	
13/04/2023 Toastie Shirt orders	\$1,225.00
	<u>\$1,225.00</u>
Less Expenses	
11/04/2023 Payment to T Bizz for Toastie Shirts	\$ 1,031.25
	<u>\$1,031.25</u>
	<u><u>\$ 12,257.63</u></u>
Closing Cash at Bank (as at 30/04/23)	\$ 12,257.63

Attachment 3 – Uniform Shop Report March 2023

**NORTH MORLEY PRIMARY SCHOOL P&C UNIFORM SHOP
INCOME AND EXPENDITURE SUMMARY
March 2023**

Opening Cash at Bank	(as at 28 February 2023)	\$8,722.37
Add Income		
Uniform sales		\$1,348.50
Fundraising		
Bank Interest		\$0.00
		<u>\$1,348.50</u>
Less Expenses		
Uniform Purchases		\$1,155.00
Refund		\$0.00
		<u>\$1,155.00</u>
Closing Cash at Bank		<u><u>\$8,915.87</u></u>

Attachment 4 – Uniform Shop Report April 2023

**NORTH MORLEY PRIMARY SCHOOL P&C UNIFORM SHOP
INCOME AND EXPENDITURE SUMMARY
April 2023**

Opening Cash at Bank	(as at 31 March 2023)	\$8,915.87
Add Income		
Uniform sales		\$483.00
Fundraising		\$0.00
Bank Interest		\$0.00
		<u>\$483.00</u>
Less Expenses		
Uniform Purchases		\$0.00
Refund		\$0.00
		<u><u>\$0.00</u></u>
Closing Cash at Bank		<u><u>\$9,398.87</u></u>