

Coolbinia Primary School P&C Meeting Minutes 22 March 2021 @7pm
Staff Room

1. Opening

1.1 Welcome Julian opens the meeting at 7:05pm

1.2 Present: Paul Westcott, Julian Long, Lloyd Werner, David Knell, Sam Wong, Tanya Musgrove, Janelle Easthope, Brooke Purslowe
Apologies: Prasanna Thakur, Madalaine Fisher

2. Confirmation of Previous Minutes (from AGM 22 February 2021)

2.1 Minutes accepted by Julian

3. Business arising from previous meeting

3.1 Signatories on CBA Bank Accounts to be changed. There is now 2 people required to authorise activity. *David Knell, Lloyd Werner and Tanya Musgrove* to attend CBA bank and complete signatory process. Please update Julian once this is done.

3.2 Janelle requires a second person to be a signatory on the Bendigo account

3.3 Communications role is still vacant. Secretary role has been filled by Madalaine Fisher

3.4 Reminder for everyone to check their pigeon holes in the office regularly.

3.5 *Julian* to update names/roles of incoming members on the school website

3.6 P&C email accounts have not been issues to new members. *Julian* to ask Anna Scott about this.

4. Correspondence

4.1 In - Cheque – return of bond from Quiz Night 2020. *Julian* to deposit

4.2 Out -None

5. Reports

5.1 Principal's report.

-Paul gave feedback on the School Review. Please see Full Report for details, overall the school received very positive feedback. Julian and Tanya shared with the group their experience with the review process

- Board vacancies. We are currently seeking nominations to fill 2 positions.

- Fearless Triple P – positive parenting program looking at supporting children (6-14 years) with anxiety. Highly encourage members of the school community to attend. Term 2, weeks 2 and 3.

- School Gardener position has been filled

- State Election. Elected Labour Member, Simon Millman will support the school purchase a small number of smart boards for the school.

- P&C Fundraising goals for 2021 – Paul has suggested that the P&C contribute to purchasing 10 smart boards (average of \$5K each installed).

5.2 **Treasurer's report** – Prasanna was an apology

5.3 **Events Report** – Brooke - please see report for Fundraising Proposal for 2021

- survey monkey to elicit fundraising goals from school community to be developed over school holidays and distributed via Connect early Term 2
- A Public Liability Certificate of Currency required for hall hire. *Lloyd and Brooke* to contact WACSSO for this.

5.4 Uniform report

- Janelle - Year 6 Graduation shirts were delayed due to supplier, however every student now has one.
- Janelle would like a quote for some shelving in the uniform shop. *Janelle* to talk with Natalee Cunningham about this.

5.5 Canteen report

- Tanya – we now have a card machine thanks to a donation. Still need volunteers in a varied range of roles. Tanya has taken measurements for the stainless steel bench top. *David* to look for a replacement. *David* also to look for a 6 x sandwich press.

6. General Business

- 6.1 David asked whether students could be encouraged to walk their bikes along the footpath on Glick Road as there have been several incidents with people being hurt by cyclists. *Paul* will remind parents about walking bikes at peak periods in the school bulletin. *Janelle* wondered whether the City of Stirling could be asked to install wheel stops in the carpark to prevent cars from hanging over the footpath, further reducing the size of walkway. *Janelle* to follow this up.

7. NEXT MEETING

Term 2: Week 3 – 3 May 2021 7pm School Staff Room

8. Meeting closed at 8:45pm