



Subiaco Primary School P&C Term 2 Meeting

Minutes

7:30pm Monday, 22 May 2017

Subiaco Primary School Library

Attendees: Jodi Mansfield, Carolyn Press, Christian Sprogue, Virginia Borshoff, Kerry Warburton, Federica Battaglia, Lisa Barneveld, Phoebe Robinson, Christian Sprogue.

Apologies: Cy Rocchi, Rowena Buxton

Minutes: Kerry Warburton

Endorsed the minutes as complete and accurate: To be undertaken at next meeting

1	Comments
2	<p>Confirm Minutes from Last Meeting</p> <p>Minutes of the last meeting were confirmed by Jodi Mansfield and seconded by Federica Battaglia.</p>
3	<p>Officebearers Updates</p> <p>President's Update – Jodi Mansfield There has been a very positive response to the Commemorative Paver Fundraiser to celebrate the school's 120th anniversary. So far 85 pavers have been ordered at \$100 each. It is thought that we will reach over 100 by the cut off date (29 May). Jodi also mentioned that we might have some Dads to volunteer as paver layers.</p> <p>The Year 2 Dad's Camp on 1 April was a big success and this group wants to repeat the event next year. Several other year groups have indicated interest in the concept and will be encouraged to organize their own year group.</p> <p>Principal's Update – Carolyn Press Please refer to Carolyn's report at the end of the minutes (& Chaplaincy Report) Carolyn began by noting the success of the school's 120-year birthday celebrations (dress-up, Mucky Duck Band, classroom cake).</p> <p>The Kindy playground that is now complete and being enjoyed by the Kindy year group. The nature playground is wonderful for active play-based learning and a great entry-statement for the school.</p> <p>The Social Justice Group is this year looking to support a WA Indigenous school community (as noted in Chaplaincy Report).</p> <p>Treasurer's Update – Virginia Brushoff Please see Treasurer's Report attached (reviewed by Virginia in the meeting).</p> <p>In review of the 2016/17 season, the school pool lost approx. \$9,500, slightly up on the previous year's loss, made up of \$1,700 less pass sales and increased cost of lifeguards and chemicals/maintenance. Several new members will be joining the Pool Committee that will assist the current members with the on-going management and maintenance of the pool and surrounds. The 2017/18 Pool Committee will consist of Rowena Buxton, Sandy Rouse (tbc), Hattie Bennett, Jason Soper, Matt Beighton and Jeremy Abbott. This committee will be looking in to a new pergola area using the \$20,000 allocated by the latest P&C Funding round. A representative from the school will also be attending the Lifeguard Induction in future, in</p>

	order to agree expectations moving forward.
4	Committee Updates
	<p>Events and Fundraising – Federica Battaglia Please refer to the Events Committee Report at the end of the minutes.</p> <p>Building Fund – update provided by Jodi Mansfield. Please see report attached at the end of the minutes.</p> <p>Healthy Hub – not in attendance, however Jodi Mansfield provided an update. All going well, and a parent at the school, Satvinder, has suggested she might like to assist the current committee.</p> <p>Uniform Shop – Lisa Barneveld Please refer to Uniform Report at the end of the minutes. Girl’s winter leggings are out of stock with no supply available this season. After viewing a sample of maroon tights (to be worn under dresses/skirts/skirts) and girls stretch pants, it was agreed that the P&C endorse both options for girls this winter. Pricing was agreed at \$12 for tights and \$25 for pants.</p> <p>A new gold polo sample was viewed. The sample has more stretch and is easier to clean. This will be all gold (no panelling) with an embroidered (not printed) school logo. This was endorsed by the P&C and Lisa given the go-ahead to proceed with orders as required. Pricing was agreed to be kept at \$25.</p> <p>The new boys short was viewed again (as endorsed last meeting). This will be made available at the same time as the new polo.</p> <p>Lisa noted that she has received complaints from parents that the current boys track pant rips at the knee. A sample of another option was viewed – a stretch track pant. It was agreed that we would continue to sell the current track pant stock and then review at the next meeting.</p> <p>A sample of a new full zip stretch jacket was shown in the meeting (same material as the boys track sample mentioned above). It was endorsed by the P&C to end supply of the current track jacket and only offer the fleece jacket we currently have (sales are 70/30 in favour of the fleece). The alternative jacket will also be reconsidered in the future.</p> <p>It was endorsed that the long sleeve gold polo will be deleted due to poor demand, and the fact that the supplier of the new gold polo does not produce a long sleeve option.</p> <p>It was agreed to give the current stock of boys and girls bathers to the interschool swimming participants.</p> <p>It was agreed that stock of the polo with the old school logo would be given to the art room to be used as smocks and to schools/causes overseas.</p> <p>Teaching staff are introducing a staff polo. It was agreed that the P&C would cover any cost associated with PayPal/effpos.</p> <p>CLP Update – Phoebe Robinson (apologies) A CLP coffee morning will be scheduled in potentially Week 7 of Term 2. Carolyn and Phoebe to confirm a date and communicate to CLPs.</p> <p>Vice President’s Update – Christine Sprogue Christian noted that sales of the 2017/18 Entertainment Book are going well - \$448 profit from sales. A reminder email will go out to the school community and it remains in the Newsletter. 80/20 sales are electronic/hard copy. The hotdog stall at the Election raised \$200-300.</p>
5	Other Business
	<p>There was discussion in the Committee of the upcoming Parents Big Night Out organised by the Year 1 parents. It was agreed that Jodi and Fed would call a meeting with the organising committee to review their plan for this year’s event and ensure that it is understood that this event is a fund raising event for the school, not only a ‘fun’ parent event.</p>



**P&C ANNUAL GENERAL MEETING
Monday 22 May 2017**

STUDENT NUMBERS

We currently have 639 students enrolled.

P&C FUNDING ROUND

This year the school received 24 submissions with requests for \$249 138 worth of funding through the P & C. We were able to fund a number of projects, a selection of project have been partially funded, while others were not successful for the 2017 school year. Successful applications met the 2017 School Priorities and the 2017 – 2019 Draft Business Plan Focus Areas. The following table outlines the successful submissions and amounts:

Submission		Amount
Music Instruments (xylophones/metallophones & electronic drum kit)		\$4,390
Percussion sets, Pre-Primary		\$600
Creating new Junior Primary play area between Art Room, Library and M Block (shade sails, artificial turf, 4 square play courts, sand pit, seating)		\$25,000
Pool area upgrade (decking, furniture, shade options)		\$20,000
Sporting equipment for each classroom to be utilised at recess and lunch		\$6,000
Literacy – Reading and Spelling resources (Letters & Sounds Yr 1&2, Oxford sets Guided Reading Yr 1&2, Middle Primary Pearson English and Upper Primary High Interest readers)		\$5,000
ICT & Technologies		
Replacing interactive whiteboards	\$11,000)	\$23,000
STEM resources	\$4,000)	
Makerspace	\$8,000)	
Walkable World Map		\$2,500
Raised vegetable garden beds (2 colourbond beds, compost & straw) – parent committee to set up and maintain		\$2,000
Universal Access Equipment		\$2,000
Swimming caps (30 per faction & team caps)		\$750
Shade sails Kindy		\$12,000
Educated By Nature		
PD	\$671)	\$6,501
K-6 incursion (50% funded)	\$5,830)	
	Total	\$109,741

The \$110,000 raised by the P&C has enabled a number of wide ranging projects to benefit our children and the teaching & learning program. Thank you is extended to everyone who has been involved in raising money for our school.

IMPORTANT DATES

Public holidays

Week 6 Mon 6 March

Labour Day

SCHOOL DEVELOPMENT DAYS

The following School Development days have been ratified by the School Board

Term 2 – Friday 2 June.

Leads into the WA Day long weekend.

Term 3- Monday 17 July

Day 1 Term 3

Term 4 – Monday 9 Oct

Day 1 Term 4

EVENTS OF NOTE

120th Birthday celebrations

An amazing day was had by all at our 120th celebrations. The 12th May is exactly 120 years to the day that the school was officially opened by Acting Premier Mr EH Wittenoom MLC.

We celebrated by playing a variety of old fashioned games and by wearing period costume. Thank you to the CLPs and parents who provided the celebratory cakes that were enjoyed by all. The afternoon celebrations commenced with Kezia George, one of our parents, who performed an Acknowledgement of Country followed by an afternoon of dance courtesy of the Mucky Duck Bush Band. Thank you to Christian Sprogoe for the celebratory photos.

Walk to School

Walk to school Day was a huge success last week despite the rain.

Harmony day

To celebrate Harmony Day Kindy discussed family trees, Pre-primary students were involved in rotational activities including a Multicultural lunch celebration and Year 1-6 students took part in a Kite making incursion. Through kite making, there was an emphasis on understanding different cultures and customs, through visual symbols. Flying kites is representative of different colours and different people

Interschool Swimming Carnival Meritorious award

Our school received the Meritorious Award in the Interschool Swimming Carnival. This is presented to the best school when the points score is compared with the student population.

The Final Scores were:

Floreat Primary 504

Wembley Primary 449

Subiaco Primary 446 (only narrowly separated from Wembley by 3 points)

Carine Primary 313

Lunchtime Clubs

A number of clubs will continue run this term between 1:30-2:00pm at lunchtime. Clubs and activities on offer this term include Art, Literacy, Social Justice Group, Key Board Skills, Puzzles, Coding and the Blackies Maintenance.

Alternative Sports

Students will continue to have the opportunity to participate in alternative games and sports at lunchtime under the shade sails. Duty teachers have been rostered on to supervise a number of

different sports and fun activities.

First Aid Club

This term we will again be running the popular before school First Aid Club to interested Year 5/6 students. The club is an 8 week program and the students are expected to commit to attend every session. Madame Pennington and Mrs Gaunt will be conducting the 8 week First Aid Course in the L4 French Room on Wednesday morning. We sincerely thank Robyn and Bev for their commitment to delivering this very important program to our students.

PARENT WORKSHOPS

33 parents attended a workshop on Fine Motor and Handwriting last week. It received a lot of positive feedback.

GROUNDS DEVELOPMENT

Kindy Upgrade

The nature playground looks amazing and has been recently opened. The playground incorporates many different quality play areas designed to inspire children in adventurous, inquisitive and imaginative play. Play is a vital and essential part of a child's development. It helps children to acquire physical, intellectual, emotional and social skills. With balancing and climbing elements, a water feature, new sand and beautiful new trees, this environment will stimulate the children to become confident, creative problem solvers.

REPORTING TO PARENTS

Student reports will go home on Tuesday 27June.

Carolyn Press
PRINCIPAL
22 May 2017

Subiaco Primary School



Chaplaincy

P & C Report – Term 2- 2017

The Chaplaincy program helps support the Subiaco Primary School by fostering the social, emotional, mental and physical development of its community members.

The Chaplaincy program runs in the school every **Tuesday and Thursday**

Before School

Jamie, the school Chaplain, is present in the school grounds engaging in informal conversation with staff, students and parents.

Recess and Lunch

Jamie is part the school community and is available throughout recess and lunch time to talk to and interact with the children/staff and observe and focus student behaviors.

BUZ Program

This term Jamie will be facilitating the BUZ Today Program in the Year 1 classes and will commence second half of the Term with the Year 2 classes.

Social Justice Group

Jamie assists Deb Hands with the Social Justice Group, raising funds for Cambodia and other community fundraisers. This year the Social Justice Group is looking at supporting a WA Indigenous School Community. We hope to raise funds to purchase sporting equipment, games and stationery supplies. We also want to build a relationship with them by sending photos, stories and videos produced by the Social Justice Group. We have weekly meetings during lunch time on Tuesdays.

Class visits

Raising awareness of the Chaplain by making regular class visits.

School Initiatives

- Coordinating Apple Slinky
- Assemblies

Additional responsibilities undertaken by the Chaplain:

- Attends a Chaplain Cluster Meeting 1x Term.
- Attends District Council Meetings for Cambridge 1x Term
- Meets with her Area Supervisor, Andrew Hadfield,- of Youthcare once a Term.
- Reports weekly to Deb Hands, Upper Deputy to exchange relevant information about the Chaplaincy role upcoming events, update and discuss students at risk. Also assists with purchasing materials and preparation for school events.
- Attends a PD day provided by Youthcare each Term.
- Observes at risk students at lunchtime and maintains general interaction with children.
- Assist Teachers with class activities.
- Provides pastoral care for student as requested by teachers or families.
- Information update in Newsletter.



Subiaco Primary School
Parents and Citizens Association

Treasurer Report
Term 2, 2017

Author: Virginia Borshoff

Calendar Year 2017

4 Months Ended 30 April 2017

- Total Net Surplus 4 months ended April 2017: \$48k
- Member Contributions to April: \$54k
- Uniform Shop Surplus \$11k
- Pool Loss July 16 to April 17: \$9.5k

Bank Balances as at 17 May 2017

Cheque Account: \$29,240 (plus \$54k contributions to be transferred from school)
Online Saver: \$98,398

Other

- Paver Sales



Subiaco Primary School Parents and Citizens Association

Events Committee Report Term 2, 2017

Author:	Federica Battaglia
Committee Members:	Federica Battaglia
Vision:	To provide events suitable for the whole school community – with an emphasis on fun & education – promoting a sense of belonging to benefit the school and children through the monies raised from these events.

Ongoing Activities

- ✦ The Year 2 Dad's Camp Out was a huge success and the organisers want to make the camp a yearly tradition
- ✦ The Swimming Carnival Food Stall made \$1485
- ✦ School disco is coming up on Friday 23rd July at the Shenton Park Community Centre. Organising committee has the planning under way.
- ✦ Year One Big Night Out is also being planned. It is on Saturday 2nd September and the organisers have decided to hold it at the Palms. The venue is being hired for free.
- ✦ Movie Night organizer are having their first meeting this week.
- ✦ The Athletics Carnival Food Stall is booked for Friday 1st September
- ✦ The Book Fair has been booked for Monday 11th September to Saturday 16th September.
- ✦ Chapathon is on Wednesday 25th October and is run by Deb Hands and Jamie Lund
- ✦ Splash Party is booked for Friday 24th November and is run by the pool committee

Future Plans

- ✦ Pay for the movie screen for the movie night. Rural doesn't invoice until next financial year.
- ✦ Follow up with all year level organizing committees for remaining events



Subiaco Primary School
Parents and Citizens Association

Building Fund Committee Report
Term 2, 2017

Author:	Jason Battaglia
Committee Members:	Jason Battaglia, Jeremy Abbott, Greg Lynch, Carolyn Press
Vision:	To decide how funds will be allocated to the building and grounds of the school.

Ongoing Activities

- ✦ Jason Battaglia and Jeremy Abbott have joined as committee members
- ✦ Richard Diggins and James Mactier have resigned as committee members
- ✦ In 2016 funds from the Building Fund were used to carpet the music room.
- ✦ The committee has decided to seek donations to pay to install ceiling fans in several classrooms
- ✦ Forms for making donations will be sent home with each child and noted in Term 2 newsletters. Greg and Joanne will discuss setting up an online version as well.
- ✦ The Federal government has funded the new Kindy nature playground and 4 ECE classroom buildings and multipurpose tennis court. Both projects have commenced.

Future Plans

- ✦ Follow up new ceiling fans



Subiaco Primary School Parents and Citizens Association

Uniform Report Term 2, 2017

GIRLS LEGGINGS

Our current school leggings supplier (Bron'z Leggings) has not been able to provide any stock due to issues with sourcing fabric. Latest update is that the fabric is still yet to be bulk dyed and approved. Once this is done it would take 7-14 days for arrival of fabric into Australia, then it has to be sent out for manufacture of items. Have not been provided with a strong estimate on expected availability of leggings so believe it would not be until sometime in Term 3.

Impact

Sales of leggings over the last two years have been around 300 each year with peak ordering occurring during June – August. Current sales this year to date is 96 units.

Demand from school families for item will be high in the coming months.

Outcome

Substitute items will be introduced this winter for girls uniform bottoms in plain dark maroon due to the non supply of leggings. Two options will be made available due to the nature of how girls integrate leggings with existing uniform items – either under a dress or completely on their own with a polo top.

- **Tights**
310g - 80% cotton/15% polyester/5% elastane Cost \$9.90
- **Girls Pants**
Polyester/Cotton Cost \$17

Items should be available by early next week – for uniform shop trading Tuesday morning (30-May).

This will help ensure continuity of adherence to school uniform dress code by the offering of new line items rather than the possibility of families purchasing non-uniform items or colours due to the lack of supply of leggings.

GOLD POLO

New fabric polo option in gold has been reviewed with costing comparisons for variations in style (possible inclusion of a maroon stripe in collar) and fabric stain removal testing/wash completed.

The plain gold polo with knitted collar is available as a stockline item in July from supplier LWReid.

With the inclusion of embroidery of the school logo the cost will be \$15.

Can introduce with no price increase to families based on the current polo sell price of \$25.

Impact:

Year 6 Polo – with new fabric, is to remain consistent with current design – maroon collar with gold stripe and 'Year 6' on right arm.

The long sleeved polo is not to be continued. Prior sales of long sleeved style have been around 90 units per year – around only 8% of total polo top sales. Two jackets are currently available as uniform items.

Seek consensus for the introduction of new fabric for gold polo.

SHORTS

Implementation approach for new shorts is to roll out communication across school and markdown of existing stock of shorts in conjunction with the availability of new polo. To stock earlier for a particular size if existing stock is depleted.

Current total stock is 69 units. (Size 6 - lowest holdings of 5)

BOYS TRACKPANTS

There has been a large amount of negative feedback from parents regarding the current microfibre style pants. A review is required regarding the material and style of winter pants available for boys.

INDENT ORDERING

Back Packs have been ordered ready for Kindy orientation (Term 4) – delivery scheduled for late October. \$1.90 cost increase on both sizes (16L & 23L) from Supplier (Perm-a-pleat)

Other essential items – Library Bags, Chair Bags and Hats – have been finalised with supplier (Spartan) for delivery in early October.

SHOP IMPROVEMENTS

Change room facility has been installed with a curtain pull around screen.

A dedicated EFTPOS machine has been allocated for uniform sales.

Additional rack set up to hold and display old logo items at a reduced price.

New window blind in place allows a level of natural light and also privacy/security.

BATHERS

Promotion of bathers over swimming carnivals did not result in generating any increase in sales compared to prior years, even with a price decrease of girls bathers to \$20.

Sales figures over the last four years indicate average of 13 girls bathers and 7 boys bathers sold per year.

This year, summer season sales: Girls bathers = 15, Boys bathers (New Jammers) = 4

Larger sizes of girls bathers have been last restocked/ordered back in 2015 – size 14 & 16 – even though only one pair of each size has been sold over the last four years. Previous decision to hold stock results in \$'s invested in an item which will not sell and sourced at a higher cost than what they are sold for to school families. Current holdings of size 14 = 22, size 16 = 8

Based on stocked levels of bathers and prior sales history have determined that there is at least a 12 year supply being held in the uniform shop for girls bathers. Recommendation is not to allow any future ordering of bathers.

OLD LOGO ITEMS

To look at discounting price further to attempt to sell or place on secondhand rack to clear items. Recommend after year end to only offer any old logo items via the uniform shop as a secondhand option and only if they are in good condition.

Stocked Items with old logos remaining:

Track Top Jackets – size 4, 12 & 14 – 30 units

Year 6 Polo – size 14 – qty 5

PP/Kindy Polo – size 6 – qty 14

Long sleeved Polo – size 10, 12 & 14 – 53 units

Klein Faction Top – size 4, 12 & 14 – 21 units

Lwellelyn Faction Top - size 4, 8, 10 & 12 – 44 units

Shorts – size 12, 14 & 16 – 61 units

WEBSITE ONLINE SHOP

Staff Shirt – Possibility of allowing setup of ordering through online shop to allow collection of monies for payment to a supplier. Impact - Paypal charges incurred would be absorbed by the P&C.

Future plans - To complete a major update of images of uniform items to ensure all display the current school logo & also images for the introduction of new items.

NEW FAMILIES

15 new students have had uniform requirements fulfilled for commencement in Term 2.

Have captured and recorded on the master class list file, parent contact details for all of the students. An email is also being sent out to pass on parent contact details to the relevant CLP and to connect the new parent(s) and CLP via the sharing of email addresses.

Lisa Barneveld

UNIFORM COORDINATOR

21 May 2017