



Subiaco Primary School P&C

2019 Term 3 Meeting

Minutes

7:00pm Monday, 21 August 2019

Subiaco Primary School Library

Attendees: Jodi Mansfield, Carolyn Press, Nicola Beighton, Kerry Warburton, Federica Battaglia, Kristen Stewart, Narissa Perks,

Apologies: Louis Martin, Lisa Barneveld, Phoebe Robinson, Kezia George,

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 Carolyn Press</p>
3	<p>Officebearers Updates</p> <p>President's Update – Jodi Mansfield Jodi opened by recognising and thanking a \$500 donation to the P&C from Peter Plowman at the local CBA branch.</p> <p>The City of Subiaco are taking applications for a Community Grant of up to \$20,000. It was agreed by all that Jodi and Carolyn should pursue the grant application, due at the end of the month. If it were to be granted, it was agreed that the money could be put to the reticulation solution for the school oval, which would provide a better quality surface and negate the need for expensive annual patch work. Carolyn estimated the new reticulation could cost upwards of \$40,000. There is currently \$20,000 put aside for this project in the 2019 P&C Budget.</p> <p>WACSSO have developed a new Constitution for P&Cs. After circulating the current school Constitution and this new option from WACSSO, Jodi highlighted the major differences, including:</p> <ul style="list-style-type: none"> - Defining own financial year - Detailed dispute resolution processes - Defined sub-committee operations - New financial reporting guidelines <p>It was agreed that at the Term 4 meeting, she would look to ratify and endorse the new WACSSO Constitution.</p> <p>Principal's Update – Carolyn Press The school's enrolment is at 726, which has plateaued since the start of the year. An additional transportable will be built to accommodate the projected number of Yr 1s in 2020. It will be positioned in the same row as the Yr 1 transportables, between the football goals and artroom.</p> <p>An update of the 2019 Funding Round was provided by Carolyn, noting that all has been spent other than the painting of the pool toilets, that the Education Dept ended up funding. This \$5,000 will be put to painting of other areas of the school.</p> <p>Please See Carolyn's Principal's Report at the end of these minutes for more detail.</p> <p>Treasurer's Update – Louis Martin absent, Jodi Mansfield presented No specific update was given, with no substantial change to the 2019 accounts and budget.</p>

Vice President's Update – Nicola Beighton

Entertainment Book sales are continuing. Special offers additional to the book will be communicated in the Newsletter if deemed worthwhile.

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Committee Updates

Events and Fundraising – Federica Battaglia

Please refer to the Event Report and 2019 Event Calendar attached.

Upon presentation of the report, Federica and Jodi discussed an approach by The Property Exchange (local real estate business) to provide support for school activities. It was suggested that there was a potential opportunity for support of our upcoming Movie Night with the cost of screen hire increasing this year. Carolyn discussed the Board's guidelines around sponsorship of school events, and it was agreed by all that Jodi and Fed would let the Property Exchange know that we are prepared to offer the following and see if they are interested:

- Newsletter mention, Teardrop signage at the event, Screen sponsor mention and microphone announcement.

Vice President, Nicola queried the \$1761 profit made from the recent school disco, when 387 tickets were sold @ \$10 each. Federica replied that apart from the cost of pizza, \$700 was spent on decorations for the event. This led to an open discussion in regards to procedures around large amounts spent on fundraising events, and whether we should implement either a budget for each event or a standard dollar amount, above which permission needs to be gained from the P&C. It was agreed that a budget would be provided for the disco event in particular, and that these decorations will need to be re-used. It was also noted that the location of the decorations needs to be confirmed, and they should be stored on-site at school. Nicola said she will endeavour to locate them.

It was mentioned by Kristen that Remida in Northbridge offers free off-cuts and decoration supplies and should be used in the future. The school is already a member.

Federica finished by mentioning that the International Food Fare will be shelved for the moment with Chloe Gordini concerned about suitable timing and weather.

Pool Committee – Narissa Perks

Narissa has formed a new pool committee and has been looking for cost savings in its operations. An initial meeting with Royal SLS has reviewed the next season contract.

New opening hours were discussed, with Narissa proposing to open Saturday from 1pm (currently 9am), and remaining open until 7pm on Friday & Saturday (currently 6pm). It was noted by Jodi and Federica (the former pool committee) that there is the potential to lose Saturday Farmers Market attendees who frequent the market and then use the school pool. It was recommended in the meeting that if the Saturday hours are to be reduced, then 12 noon should be the latest opening time to support the Farmers Market.

It was also noted that there was little to no usage after 6pm on Friday & Saturday, and that a 7pm time would make it difficult to offer the 6pm party slot. Narissa mentioned that Royal SLS noted an issue with the lighting at night. This needs to be further investigated by the committee as the current lights were specifically chosen and installed last season to allow for late parties/usage.

The Committee also recommends that the 10-visit pass be deleted this coming season, with a view to upselling to the full membership. This should allow for the full membership to remain at \$160. This was agreed by the P&C.

Discussion was then around whether signage needs to be provided in other languages to inform parents that they need to fully supervise their children in the pool area at all times, following 2 incidents in the past season. It was agreed that signage would not have made a difference in the two circumstances discussed, but signage updates will be considered by the pool committee in future.

The City of Subiaco grant for the pool (\$5k) has been granted in retrospect for 2018, and applied for again in 2019.

The Royal SLS agreement is set to increase this season. Narissa is to forward the SLS Service Agreement to both Jodi Mansfield and Carolyn Press prior to signing.

The service activity charge (\$10) introduced last year to all families of the school was discussed. It was agreed that due to the benefits that the school pool provides via swim lessons and carnivals, the P&C endorsed and the Principal supported an increase to \$15 in the next activity charge.

Please see the Pool Committee Report attached for details

Healthy Hub – Kristen Stewart

Kristen announced that workshops were held for Yr 4,5 & 6 by Mel Gilchrist in reading nutrition labels. They were well received and enjoyed by the students.

The Senior and K/PP Athletics Carnivals are coming in September and HH will be providing platters.

The school kitchen has passed Council again, and the requirement level has been downgraded as food is not being sold from the premises.

Uniform Shop – Lisa Barneveld absent.

Carolyn mentioned that the Board agreed to the girls bike short being used only as an undergarment, however the P&C suggested that it would be difficult to use as an undergarment with only the dress and skort available for girls. It was suggested that the bike short be deleted from the Uniform Shop. Carolyn said she will present this back to the Board at the next meeting.

It was agreed that the search for a suitable girls short alternative should be continued.

Kerry Warburton gave an update on the role of Uniform Coordinator next year, with Lisa moving on. A suitable candidate has been found, with the contract still to be agreed. The plan is to introduce the new person in to the Uniform Shop in Term 4, and to shadow Lisa for a few days.

CLP Coordinator Update – Phoebe Robinson/Kezia George absent

A coffee morning will be organised by Carolyn in Term 3.

5	Other Business
	None

Jodi Mansfield closed meeting at approximately 9.10pm



**SUBIACO
PRIMARY
SCHOOL**

**P&C MEETING
Monday 19 August 2019**

STUDENT NUMBERS

We currently have 726 students enrolled.

P&C FUNDING ROUND UPDATE

Just over \$80 000 raised by the P&C has enabled a number of wide ranging projects to benefit our children and the teaching & learning program. The P&C pay for a yearly subscription to School TV. School TV is an online resource for parents. Each edition will address a major topic with expert interviews, fact sheets, parent quiz, recommended apps and books.

SUBMISSION	FUNDING AMOUNT
Grounds projects Shade and oval reticulation upgrade <i>Currently getting retic quote, have shade quote for undercover area</i>	\$20 000.00
Physical Education Classroom sporting equipment – <i>purchased</i> Extra set soccer goals – <i>liaising with company – coming out this week</i> Safety equipment & lane rope clips for the pool - <i>cost more than quoted, working towards what needs updating</i> 3 new shade marquees – <i>purchased ready for Term 3 carnival</i> Sleeved interschool athletics tops – <i>will be ready for Term 3 interschool carnival</i> Year 5/6 winter carnival tops – <i>designed & purchased ready for start of 2020</i>	\$16 200.00
Literacy Decodable readers, Bench Mark Assessment kits, Information texts, novel sets, Lexille levelled readers, visiting a author <i>English committee meeting in Weeks 8 & 9 to determine purchases, ready for Term 3</i>	\$12 000.00 Ordered, some arrived, awaiting some back orders
4 Sound Amplification systems To support learning environment and enhance speech understanding	\$9 000.00 purchased in use
iPads	\$5 000.00 ordered
Pool toilets repaint	\$5 000.00
Musical instruments xylophones	\$3 272.00 ordered arrival late Aug
Junior Girls Toilet painting, replacing taps and soap dispensers – taps replaced, soap dispensers working, organise paint quote	\$3 000.00
Attentive Mindfulness Incursion for all PP- Year 6 classes 50% funded by P&C	\$1 935.00. complete
2 new Scooter racks	\$1 000.00 complete
Worm farm – funds to be transferred to regeneration project, supplement PALS grant	\$1 000.00 in progress
Art aprons	\$960.00 complete
Classroom mini folding tables for flexible learning group work	\$959.00 complete
Netball rings and key plates – <i>installed tomorrow</i>	\$920.00 complete
TOTAL	\$ 80, 246.00

CLP MEETING UPDATE

At the last CLP meeting, the CLPs brainstormed words and phrases that they felt represented our school. These included welcoming, friendly, positive, multicultural, parental involvement, diverse, happy, transiency, inclusive and community focussed. Another focus for the meeting was student health and wellbeing. Carolyn gave a presentation about what has informed our 2019 health and wellbeing priorities and Jamie, our Chaplain, spoke about her role. We continue to reflect, grow and learn from one another and our CLPs are an important and valued part of our school.

BUILDING FUND DONATIONS

Thank you for the very generous donations from Subiaco families which totalled \$4 950. With the money donated, we are going to repaint areas of the school, starting with the lower block.

CURRICULUM

Health and Wellbeing

As part of our whole school approach to Health and Wellbeing, we are focusing on the following:

- Friendship – social skills, problem solving, communication, strategies to address teasing
- Self-regulation skills - managing emotions, self-awareness, ability to calm down
- Resilience- coping skills, problem solving, bounce back strategies
- Mindfulness

From PP-Year 6 we have introduced Bounce Back resource to support our areas of focus.

Healthy Hub Presentation

Thank you to the healthy Hub for talking about breakfast cereals and breakfast snacks.

Sustainability National Tree Planting Day

In a collaborative project with the City of Subiaco, the Year 2 children from L6, Year 5 children from U1 and the Pre-primary children from EC1 came together to plant over 500 native shrubs on the Hamersley Road verge directly outside the school.

CHAPLAIN UPDATE

Jamie our Chaplain works Tuesdays and Fridays. Her role as Chaplain is to support the whole school community and she is available to meet with students, parents and staff at various times throughout the day on a one to one basis. Some other activities Jamie is involved with this Term are:

- Pastoral Care program across the school
- Four sessions of the Bounce Back program in the Year 2 and Year 3 Classes covering Friendship units
- In Real Life Program with Year 5 girls
- Social Justice Group - Buddy bench lunch time activity coordination, Hamersley Aged Care (intergenerational activities), lunch time clubs, 5c Challenge - funds raised will be used to buy essential items for children going into foster care
- R U OK cards distribution and follow up & R U OK day activities

STUDENT VOICE

Student Representative Council

The Student Representative Council (SRC) is a selected group of Year 4-6 students representing the viewpoints of all students in our school. The role of SRC members is to promote the views of students and to encourage students to become actively involved in our school. In response to ideas for lunchtime activities, Music Mondays have been a big success and our Year 1-6 children song requests are added to the weekly playlist. At the last SRC meeting it was noted that sometimes older teenagers come onto the school grounds after hours and are involved in unpleasant behavior. Having adults accompany children after school hours and ringing school security on 9264 4632 or 9264 4771 if you see anything suspicious were two strategies that were discussed.

Social Justice Group: Sister School in Cambodia

Thanks to the fundraising efforts of the Social Justice Group and the support of our school community, our school was able to transfer a further \$1,000 to our sister school, Sangkum Siksa, to help support much needed projects around their school. Past projects at the school, courtesy of our fundraising efforts, have included a toilet block, new water tank and pump, library books, furniture and a computer and camera, just to name a few.

Lunchtime Clubs

A number of clubs will continue to run this term at lunchtime. Clubs and activities on offer this term include Book Club (Years 5&6), Social Justice Group (SJM Years 5&6), Puzzles, Lego and Games (Years 1-4), all of which take place in the upper hall. The puzzles, games and LEGO activities are organised and run by the SJM students.

Buddy Bench

The SJM members have volunteered to coordinate activities on the stage area near the Buddy Bench every lunchtime. All students are welcome to "hangout" there and participate in the games and activities provided, or to just "chill" and listen to or read stories.

EVENTS OF NOTE

FUTURE EVENTS

BOOK WEEK PARADE

Reading is my Superpower is the Book Week theme. The parade will take place this Fri 23 August at 9.00am in the undercover area. Other learning experiences include whole school incursion, Bidg Dreams, lunchtime storytime, Book Club, library book hunt and colouring in competition.

OPEN NIGHT

Be sure to put aside the evening of **Tuesday 17 September** from **6.00pm-7.30pm** when we will be opening our classrooms to families and friends to give your child the opportunity to share his/her learning experiences.

PARENTS NIGHT OUT

Tickets are now on sale. It will be held on Saturday 31 August at the Village Bar. Thank you to our Year 1 CLPs Marika Cox, Brett Jenkins, Rochelle Offer, Karli Pearson, Kay Yee Loh, Nigar Seyar, Sharon Chew and Dianne Mc Culloch for all their work in coordinating and organising the P&C Parents' Night Out.

PREVIOUS EVENTS

Winter appeal

This year's PJ Day saw students and teachers alike attend school in colourful, baggy, and an assortment of functional sleepwear. The cost of the relaxed dress code was to donate something to our school's annual Winter Appeal. Such is the popularity of PJ Day that every year the donations keep exceeding all previous appeals. The donations will be distributed among families who live in Perth's inner city and are finding it hard to make ends meet. Thank you to every family who got behind this appeal.

Colour Splash Disco

What a huge success and the beaming smiles said it all! Thank you to the following Year 3 & 5 CLP parents for coordinating this highly successful event; Vanessa Greenlees, Evonne Howgate, Janine Kirkup, Rochele Offer, Rumi Hayashi, Kezia Dawkins, Michelle Jones, Nicole Ranson, Amber Sheldon and Christian Sprogoe.

Bookfair

Thank you to our Kindy parents for a highly successful book week. Special thank you to Kindy CLPs who coordinated this event; Nary Pena, Matt Murray, Carolyn Tomasz, Naomi Abbondanza, Anna Lindsay-Taylor, Yuko Takano & Chiara Pacifici.

Care Bags

A big thank you goes to the families who donated their Colour Run prizes to the Care Bags Initiative. The Care Bag Committee put together a bag of essential goodies for children going into care, as children often enter care under quite traumatic circumstances with little more than the clothes they are wearing.

AWARDS

Shaun Tan Art Awards

Congratulations to Ella Boyne (Year 2) on winning 1st in the Lower Primary Category at this year's City of Subiaco Shaun Tan Art Awards. Congratulations also to Samantha Yang (Year 4) whose work in the Middle Primary Category was highly commended.

Subiaco Primary State Winner for Summer Reading Challenge 2018

We received a framed certificate as State Winner for our outstanding achievement in the number of books read as part of the Summer Reading Challenge.

SCHOOL BOARD UPDATE

At the last meeting, Melinda Harris presented findings from the Year 2-6 Progressive Achievement Test data in Literacy and Numeracy and Carolyn explained the School Review process and presented a summary of On-Entry data and implications for the teaching and learning program. Ash Snedeker explained our Numeracy priority and the Numeracy action learning that is happening as part of her leadership role. The Board discussed and developed a model for a Student Representative Council in response to feedback from students in a 2018 survey, indicating that they would like to establish a Representative Council to encourage student voice. The Board also discussed increasing student enrolments and future accommodation possibilities, shade for the basketball courts and uniform line items.

GROUNDS UPDATE

Nature Play Area

A number of pieces of natural play equipment were serviced and relocated to other areas of the Natural Playground and behind the pool.

SPORT NEWS

Interschool Cross Country results

38 students competed in the 2019 Champion Schools Cross Country. In total there were 1,892 competitors from 68 schools across the state. Our girls finished 13th overall, our boys finished 5th overall, and our school finished 5th overall. Three students finished in their respective top 20's.

Year 4 - Benjamin Wallbank 5th Place

Year 5 - Isaac Spencer 2nd Place

Year 6 - Ciaran Doyle 14th Place

All of these boys have been invited to try out for the National Cross Country Team.

SPORTING DATES

Subiaco Primary Athletics Events

Monday 2 September 9.00-10.30am - Year 3-6 400m/800m

Tuesday 3 September all day - Year 3-6 jumps and throws

Wednesday 4 September - Kindy/Pre-primary sports day

Thursday 5 September 9.00am-12.30pm - Year 1-2 junior team games

Friday 6 September all day carnival - Year 1-6 sprints and Year 3-6 senior team games

Interschool Athletics Events

Day 1 - 16 September - Jumps, throws, 400m/800m

Day 2 - 25 September - Sprints and team games

Carolyn Press

PRINCIPAL

19 August 2019



Subiaco Primary School Parents and Citizens Association

Events Committee Report Term 3, 2019

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 School Disco was held on Friday 14th June. 387 kids attended and it made a profit of \$1761.40
- ◆ The Book Fair also held in June was popular again. It took in \$10,605.99 which results in a \$3181.50 credit with Scholastic for the school to buy books for the library
- ◆ The Big Night Out is on Saturday 31st August at the Village Bar. Tickets are \$25 and include nibbles
- ◆ The Athletics Carnival Food Stall is on Friday 6th September to be held at recess for all Year 1 – 6 students. Please bring your food donations in the morning to the undercover area or day before to the kitchen
- ◆ The Movie Night is on Saturday 9th November. Preparations are underway and the movie will be Toy Story 4 pending confirmation from the distributors. It was discussed via email whether to raise the cost of the movie night tickets to \$12 per person (kids under 3 remain free) due to rising costs. Advise whether to lift the price. Have discussed with Chris Kay from Rural Cinema setting a reasonable number for ticket sales (for example 300 tickets sold) for the movie distributors and we will only pay the 35% on that number. Will explore further.
- ◆ It was discussed in a previous meeting to hold an International Food Fair, Chloe offered to champion this. Jodi has since been in contact with Chloe who has advised the weather is too unpredictable to hold this type of event so it isn't going ahead
- ◆ We have been offered an opportunity to apply for a community grant from Celia Hammond the Federal Member for Curtin. Grants range from \$2,500 - \$20,000. As our fundraisers are making less money each year, this could be a good opportunity for some much needed funds. We need to discuss if we would like to apply and what we would like to put the money towards if we do.

Future Plans

- ◆ Continue to support the CLPS with their respective events.



Pool Committee Report

Term 3 2019

Author	Narissa Perks
Committee Members	Narissa Perks, Caro Bell, Alison Visser, Matt Murray, Catherine Halkon, Lindsay Dodd
Vision	To provide a school and community pool which meets safety and water quality standards as stipulated by the WA Department of Health. The Committee has engaged the services of RLSSWA to clean, maintain and test the pool and to provide lifeguards. The Committee markets the pool, generates income by selling memberships/passes, promotes party and event bookings, ensures all insurances are current and seeks funding support from external parties.
Ongoing Activities	
<ul style="list-style-type: none">• We have a new pool committee for the new season for 2019/20. Myself and Caro Bell are the primary contacts and we have 4 other parents who will be helping with busy bees and also to alleviate the workload falling to one or two people, we will operate a weekend roster system over summer so that someone will be responsible on a rotating basis for being the contact for the pool should there be any issues and also to set up for any parties booked that weekend.• A busy bee will be held in the Spring and also prior to the opening of the pool to tidy the pool area, weed and check equipment.• I have met with the people at RLSSWA and the annual service agreement the school has with them is being finalized and should be signed in the next couple of weeks.• The pool opening hours for the coming season have been changed in part to save costs and hopefully encourage more memberships. The pool will stay open to 7 pm on Friday and Saturday evenings as it is when groups often like to meet up to enjoy the end of the week/the weekend and can make use of the BBQ facilities. All other evenings (Mon-Thurs & Sunday will close at 6pm). The pool will also open at 1pm on Saturday and Sundays now (previously it opened at 9am on Saturdays but wasn't used very much. This helps to save costs and also provides an additional morning where the pool can be used for parties).• Pool membership passes will be ordered soon. It is proposed to keep the season memberships at \$160 but to increase the 10 pass vouchers from \$35 to \$40 – it hasn't been increased for a few years and isn't considered an unreasonable increase.• A community grant application to Subiaco Council has been lodged and we are awaiting confirmation that a grant will be given. Previously \$5000 has been given to the school.• The insurance policy stipulates that there must be signage at the pool in relation to various safety issues set out in the policy. To comply with this it is proposed to laminate an A3 piece of paper and hang this near the entrance to the pool when the season commences.	
Future Plans	
<ul style="list-style-type: none">• The RLSSWA have advised that there are various types of grants available through organisations like Lotterywest that we could apply for to assist with upgrades to pool equipment etc and I will discuss this with them further.• Membership sales to commence in November before and after school and also online through the uniform shop.• Promote party bookings at the pool.• Splash Party being held 23 November and the pool committee group will set up and run this.• Liaise with other insurance brokers to shop around for a cheaper insurance policy for next year.	

Other

- A matter has been raised as to whether the P&C are considering any pool safety signs in languages other than English or visuals. There are Australian Standards for water safety signs that are to be used in public areas (AS 2416-2010). I will look into whether the current signage complies with this standard – the safety signage is generally in English but with pictures accompanying the text and intended to be understood regardless of what language is spoken. Provided the school complies with the signage required under the Australian Standards and given there is a qualified lifesaver in attendance at all times during the pool opening hours to provide guidance on behavior within the pool grounds, maintain a safe environment for users and to carry out first aid/resuscitation, subject to discussion with the P&C, it is not proposed to provide any additional signage.