Richmond Primary School
P & C Association Inc

The Minutes of the General Meeting for Richmond Primary School P & C Association Inc. held on Tuesday 15\textsuperscript{th} September 2009 in the School Library at 7.30pm.

1. **Open. Welcome. Attendance and Apologies**

Meeting commenced at 7:45pm.

**In Attendance**
Laura Cargill (chairperson), Michelle Dalitz, Milly Sayer, Hilary Holliday, Sarah Levalds, Debbie Murphy, Lisa Dentith, Sharon McVey, Richard Hicks, Sjaak Lemmens, Jenny Crawford, Bridget Marshall.

**Apologies**
Lee Symes, Kirsty Le Gassicke, Suzy Nicholson, Alison Plowman, Janelle Duncan, Gemma Doyle-Smith, Tania Radich.

2. **Confirmation of minutes of the previous meeting**

- **Motion:** That the minutes of the General Meeting of Richmond Primary School P & C Association held on the Tuesday 18\textsuperscript{th} August 2009 at 7.30pm be taken as read and confirmed as true and correct.

  *Moved: Jenny Crawford*
  *Seconded: Debbie Murphy*
  *Motion Carried*

3. **Business arising from previous meeting**

3.1 **Pre Primary Projects**
There are a number of projects requiring attention in the pre primary. These include interior painting, refurbishment of the toilets, replacement or repair of shade sail, installation of water fountain inside pre-primary grounds, replacement of turf (grass or fake grass or soft fall material), overhaul of playground and sand pit area. There was a general discussion regarding these items.

**Action:** Kate Bockman to visit newly built primary schools to determine what outdoor surfaces have been used and playground layout/equipment.

3.2 **Hand Dryers – Toilets**
To be carried out.

3.3 **Year 4-7 Playground Maintenance**
**Action:** Laura Cargill to confirm with Lia Barnett that this has been carried out.
3.4 Bike shelter
The main obstacle to the bike shelter is the high cost quoted previously by the approved DET provider as per minutes 16/06/09. **Action:** Richard Hicks to obtain quotes from non-government contractors and investigate with Lisa Dentith if the DET provider would match any lower quotes obtained.

4. Correspondence

4.1 Incoming

- Fundraising Material
- WACCSO insurance information

4.2 Outgoing

- Various fete related thank you letters for donations/goods/vouchers.

5. Treasurer’s Report

Report tabled and presented as attached.


- Cheque Account $20,343.29
- Cash Management Account $14,922.39

• **Canteen Accounts/Report**
  - Balance $8,524.19

Reminders to be sent out for outstanding P&C voluntary contributions.

6. Principal’s Report

- Start date for the new building work not known.
- 4 classrooms are being carpeted.
- Lisa Dentith away on long service leave week 10, term 3.

7 Committee Reports

7.1 Uniform Shop

- Jenny Crawford presented the terms of the proposed agreement with Willetton Uniforms.
- Stocks sales – sales of $1400 were made to pre-primary parents.
• Willetton Uniforms will sell majority of stock on consignment; purchase outright the skorts and cargo shorts. The Uniform committee will sell and/or donate nylon fleece tops and cargo pants.
• New items include long sleeved T-shirt, unisex shorts. School council has approved these.
• Hats – A new hat has been chosen, (Sunsmart) and approved by school council. The new hat will be phased in over 2010; students will still be able to wear the old hats. The remaining stock of old style hats will be sold off, then the new Sunsmart hat will be the only hat stocked.
• Handover planned for the pupil free day term 4, 12/10/09.
• The uniform credit card facility will be closed down.
• The uniform committee will liaise with Willetton Uniforms, run a second hand uniform shop, order once a year items i.e. bathers/faction T – shirts.

7.2 Fete
• Fund raising goals – there was a general discussion re the Fete’s fund raising goals, these have altered since the start of 2009. The consensus was for the Fete’s fund raising goals to be: a new playground (to replace the years 1-3 playground following the completion of the new building work) and a bike shelter.
• Cookbook – initial cost outlay, no decision re sale price.
• Label tags - initial cost outlay, no decision re sale price.
• Label tags - approval given for school name and logo to be used on label/sale tags.

7.3 School Council
• Hats – approved Sunsmart hat, to be phased in.
• Excursion charge - increased cap to $100.
• Personal items list - increased cap to $100.
• Mathletics – no decision reached.
• Approved uniform changes
• LOTE – the students were surveyed. They preferred learning Italian to Japanese.

7.4 Grants
• Thank you to Debbie Murphy and Sarah Levalds for all their work on the bin sticker project. Successful launch of the bin stickers at the school assembly, attended by the Mayor Alan Ferris and Area Regional Road Safety Officer Murray Johnston. The Fremantle Gazette featured an article on the launch of the bin stickers.

7.5 Roadwise
• Bin stickers were obtained for half price. The remaining 50% of the grant money will be used on other Roadwise projects.

7.6 Canteen – Nil report.
7.7 KPP

- See Business Arising 3.1.
- Cookie fundraiser finalised last week.

8. General Business

8.1 Disco
The next date available is the 4\textsuperscript{th} December. The student council wish to run a disco term 4. The school newsletter will advertise for parent helpers next term.

8.2 P&C Picnic
It was confirmed that a booking had been made for the outdoor movie equipment.

8.3 Uniform Agreement with Willetton Uniforms
The motion was put to the meeting to sign the agreement with Willetton Uniforms subject to suggested amendments – (Arbitration clause; reference to P&C).

\textbf{Motion passed.}

9 Thank you and next meeting
Laura thanked those in attendance.

The next meeting will be held on Tuesday 20\textsuperscript{th} October 2009.

10 Close
The meeting closed at 9:10pm.