

Bambara Primary School P&C General Meeting – Term 1

Minutes for meeting held **Weds, 14th March 2018 at 6:30pm**

1. Welcome

ATTENDANCE

Shelley Webb (President)	Helen Hopkins (Secretary)	Shelley Smith (Deputy Principal)
Nichole Everett (Vice President)	Linda Knox (Principal)	Nathan Martin
Dayle Scarlett	Kevin Duguid	Penny Lee
Alicia Harlow	Peta Farrell	Danielle Bardsley
Kristen Craker	Racquel Sutton	Morena Howe
Jason Grubb	Amber Smithson	Alison Hayward
Brendan Everett		

APOLOGIES

Wyn Hopkins	Jodie Moss	Karen Kroeger
Adam Duffy	Rhonda Duffy	Kandese Butler
Tiffany Conroy		

1.1 The meeting opened at 6:32pm.

2. Confirmation of Minutes of previous meeting

RESOLUTION: That the minutes of the meeting of Bambara Primary School P&C AGM held on 7th Feb 2018 at 6:30pm be taken as read and confirmed as a true and accurate record.

Carried

3. Business Arising from previous Minutes

The list of outstanding actions from the last meeting were reviewed.
Please refer to **Appendix A**.

4. Correspondence

4.1 Correspondence In

Fundraising brochures: School Gifts, Australian Fundraising Specialists, Fundraising Whisper, Say Cheez, Mr. Showbags, Design A Brick.

Financials: ANZ Statement No. 226 & 227, CBA School Banking info sheet, City of Joondalup Grant Cheque (\$1500)

General mail: WACSSO State Councillor vacancy, SDERA News Term 1 No. 85

RESOLUTION: That the correspondence in be received as per the above list.

Carried

4.1.1 Letter from parent Miranda Goodwin (28th Feb 2018)

Attached as **Appendix B**

The Executive Committee welcomed the opportunity to respond to the questions outlined in the letter as follows:

- We refer back to the previous minutes taken at the AGM in which the matter was dealt with and the very same questions were responded to and minuted.
- We recommend that Mrs. Goodwin discuss the matter with Linda Knox as this is neither a P&C matter, nor is it core business to manage parent questions regarding school business.
- We will hand over to Linda Knox to address further.

Linda noted that whilst in hindsight it would have been beneficial to show the P&C and community ahead of any decisions made, the proposed design was fully shared with the School Board in an email. A quick decision was made to allow signage to be erected ahead of the new school year. No one responded to the email with any issues or objections.

Lowes have advised Linda that the changes to the logo will not put any additional costs on any uniform item due to the logo update. Lowes will bear the cost of the logo update and they will heavily discount all embroidered uniform items. There is no expectation for students to wear a uniform with the updated logo, as this will be phased in over a 2-3 year period commencing 2019. We still have students in our school with the uniform that predates IPS and these students have not been made to wear the current uniform.

4.2 Correspondence Out

None noted.

RESOLUTION: That the correspondence out be received as per the above list.

Carried

5. Reports

5.1 Principal's Report

Presented by Linda Knox. Attached as **Appendix C**.

RESOLUTION: That the Principal's Report be adopted.

Carried

5.2 Treasurer's Report

Attached as **Appendix D**.

RESOLUTION: That the Treasurer's Report be adopted.

Carried

SPECIAL NOTE:

Due to the requirements of ANZ Bank, we require 2 endorsed sets of minutes to add Jodie as a signatory on the account. To speed this process up in future, we will hold a separate General Meeting immediately after the AGM (same date). To keep in line with the school year, it is recommended we hold the AGM in Term 1 and Office Bearers take position for the majority of the full school year, as opposed to a bigger split over two years.

5.3 Kitchen Garden Committee Report (minutes of last meeting)

Attached as **Appendix E**.

Harvesting on Weds morning. Students then sell to parents and teachers.

All classes have planted.

Expressions of interest for donations for the Sensory Garden.

RESOLUTION: That the Kitchen Garden Committee Report be adopted.

Carried

5.4 Fundraising Committee Report (minutes of last meeting)

Attached as **Appendix F**.

Small turnout on 16th Feb. Seems difficult regardless of time/date to get many attendees.

Please note that the place to discuss good ideas is at the Fundraising Committee and not the P&C General Meetings.

Please see Item 6.6 for Fundraising Initiatives that still require organisers.

Each Fundraiser requires a Standard Operating Procedure (SOP) to assist newcomers in taking over the roles.

RESOLUTION: That the Fundraising Committee Report be adopted.

Carried

ACTION: Shelley to start drafting SOPs with relevant coordinators.
(Shelley Webb)

6. General Business

6.1 Accounting Package

Following the AGM, it was highlighted some of the reporting of costs in the Treasurer's Report could be made clearer and any assets highlighted – the Community Kitchen Garden being the main example.

As a P&C it's important to note that we gift all items purchased/donated back to the school. If we retained these items and listed them as P&C assets, we would then be liable for the insurance for these items.

Whilst our report to the auditors is submitted in a standard template recommended by WACSSO, a suggestion was made to purchase an accounting package. Shelley Webb has discussed this option with WACSSO. They advise that it is uncommon for a school of our size to have one. We don't have that many transactions to warrant buying the software – we don't have to offset or depreciate any costs. If we did they recommend TidyHQ. Wyn has developed a spreadsheet to record all the income and expenditure and can work on automating and simplifying some areas in order to easily hand over the role to Jodie.

We can trial this method of reporting and revisit if necessary.

ACTION: Wyn to update and simplify the spreadsheet for ease of use. Kevin to consult Wyn with any suggestions for the design.

(Wyn Hopkins/Kevin Duguid)

6.2 Term 1 2018 -Key Dates

Movie Night – Friday, 9th March (Week 6)

The Movie Night was a great success, raising \$421.75 income after expenses.

Easter Raffle – Drawn on Thursday, 29th March (Week 9)

No further action necessary at present.

6.3 2018 Fundraisers

6.3.1 Kindy Shade Sail

Dayle has been researching costs for the Kindy Shade Sail.

One quote has been obtained which came back at \$7,700 (includes 10 year warranty, commercial grade).

Dayle has also been researching grant options but unfortunately has no successful outcomes as yet.

Cancer Council – If we become a SunSmart school, we would be eligible to enter their draw in Term 3. No guarantee though that we'd be successful.

City of Joondalup – Unfortunately, we didn't meet with their objectives for a grant.

Lotterywest – Whilst they support some P&C initiatives, they cannot support the purchase of any equipment that would reside on Department of Education property. One way around this would be to request funding for something that would incorporate and benefit the whole community. The fete for the school's 40th birthday celebrations could be ideal for this and a suggestion of engaging a mural artist was discussed (see Item 6.4 for more details).

ACTION: Nichole and Shelley to meet with Dayle to discuss mural options.

(Nichole Everett/Shelley Webb/Dayle Scarlett)

6.3.2 Playground Upgrade (previously referred to as "Nature Play")

Feedback from students shows that most would love to see additional play equipment be installed. Students have drawn their ideas and submitted to Linda.

Linda would like a committee formed (3 – 4 parents/carers) to help develop ideas.

Nichole Mattingley has spoken to Kidsafe WA. They are keen to help us develop some areas on the oval. They have agreed to come and present ideas to the school and parents/carers.

Expressions of interest in joining the committee came from Penny Lee, Brendan Everett, Shelley Webb, Alison Hayward and Alicia Harlow.

ACTION: Linda to seek expressions of interest in joining the committee from the wider parents/carer community and promote the Kidsafe WA info session.

(Linda Knox)

6.3.3 Undercover Area Refresh

The undercover area and other art around the school is tired and need of a refresh.

ACTION: Linda to obtain a quote for the repainting of the floor areas.

(Linda Knox)

6.4 Bambara 40th Birthday Celebrations (Fete)

General agreement around the table that the date for the fete should be:

Sunday, 4th November from 9:30pm – 2:30pm.

Amusements: Shelley Webb received a discounted quote for \$1500 from Perth Amusement & Event Hire for various entertainment items for the fete (zorb balls, dunk tank, chocolate wheel, slip & slide, etc).

Chocolate Stall: Suggestion from Danielle that we run a stall where students throw coins to land on large chocolate bars.

Ninja Warrior: Joondalup Martial Arts may be interested in running a Ninja Warrior on the day.

Mural: The hiring of a mural artist who specialises in wall art was discussed at the Fundraising meeting. Nichole received a quote (see below) from a local artist Mel McVee, broken down into more affordable sections. The painting of this could be done on the day of the fete to allow the community to participate and paint sections. Will need to look at applying an anti-graffiti coating from Bunnings.

ITEM	DESCRIPTION		UNITS	UNIT PRICE (ex GST)	TAX TYPE	AMOUNT (ex GST)
	Student Participation Mural Quote Wall 1 - left sport shed (street facing) 5.5m x 1.8 (up to 2m at the highest point)	Qty	1	2,000.00	GST	2,000.00
	Wall 2 - left side of undercover area 3.4m x 2m (up to 2.3m at highest point)	Qty	1	1,800.00	GST	1,800.00
	Wall 3 - entire left side of undercover area 8.7m x 2m (up to 2.3 at highest point)	Qty	1	3,000.00	GST	3,000.00
	Wall 4 - right side of undercover area 8.7m x 2m (up to 2.3 at highest point)	Qty	1	3,000.00	GST	3,000.00
Sub-Total (ex GST):						\$9,800.00
GST:						\$980.00
TOTAL (inc GST):						\$10,780.00

Notes

All costs include artist fee, assistant fee, equipment hire, materials, insurances and other miscellaneous costs.

All paints are high quality exterior UV resistance paints.

Cost does not include anti-graffiti coating.

Time Capsule: We are due to dig up a time capsule buried 15 years ago. In its place we will look to bury a new one – most likely during the assembly the week prior to the event.

RESOLUTION: That \$1500 of funds be allocated towards the purchase of amusement and event hire for the fete.

Carried

ACTION: Shelley to organise the amusement hire.
(Shelley Webb)

ACTION: Nichole/Shelley to meet with Linda to discuss the mural costs.
(Nichole Everertt/Shelley Webb/Linda Knox)

6.5 After School Clubs

Nathan Martin is keen to run a Jiu Jitsu club after school. Aim to teach kids structure, discipline and promote team involvement in a club. Need to discuss timing, potential costs and general logistics.

ACTION: Nathan to meet with Linda to discuss further.
(Nathan Martin/Linda Knox)

6.6 Other School P&C Coordinator Positions – not filled at AGM

Bunnings Sausage Sizzles – P&C (Mon, 4th Jun & Sun, 23rd Sept): TBC

Bunnings Sausage Sizzles – Kitchen Garden: TBC

Cadbury Chocolate Fundraiser (2 people): TBC

Faction Carnival: TBC

Fun Run: TBC

Mother's & Father's Day Stalls: Danielle Bardsley / Morena Howe

Junior Disco – Term 2 (Fri, 15th Jun): TBC

Senior Disco – Term 2 (Fri, 15th Jun): TBC

Senior Disco – Term 4 (Fri, 30th Nov): TBC

Family Disco Night – Term 4 (Fri, 7th Dec): TBC

Year 5/6 P&C Class Rep: TBC

ACTION: Add to agenda for next meeting. Class reps to promote these positions.
(Helen Hopkins/Class Reps)

7. Other Business

7.1 Running Club Singlets

Racquel would like to offer Running Club singlets again for those who are new to the school or missed out on purchasing last year. Racquel will run this in the same way as last year, by collecting orders and pre-payment for the shirts. She will pay for the order using collected cash. She will cover the cost of the shirts that are paid into the P&C account and any difference incurred from the cost being in excess of \$18 per shirt. Racquel will then ask the P&C for reimbursement for the funds paid into the account and the excess costs incurred.

RESOLUTION: That the P&C subsidise the printing costs of approximately \$2 – \$3 per shirt, to allow the school community to purchase at \$18 each.

Carried

ACTION: Racquel to purchase and invoice the P&C.
(Racquel Sutton)

8. Date of Next General Meeting

The date of the next General Meeting will be in Week 2, Term 2 on Wednesday, 9th May at 6:30pm.

9. Closure

The meeting closed at 8:02pm.

Appendix A

List of Actions from Annual General Meeting (AGM) held on 7th February 2018 – Term 1

Item	Action	Owner	Status
6.3 – Other school P&C positions for 2018	Review any unallocated positions at the next General Meeting	All P&C Members	On today's agenda
8.1 – 2018 Fundraisers	Dayle to apply for a Lotterywest grant for the Kindy shade sail.	Dayle Scarlett	On today's agenda
	Add these new fundraising items to the agenda for the next meeting.	Helen Hopkins	
8.3 – Term 1 2018 – Key Dates	Get To Know You Picnic – Crystal to organise and ensure comms are sent out.	Crystal Connery	Completed
	Icy Pole Days – Due to Jodie being unwell, Crystal to take this over.	Crystal Connery	Completed
	Movie Night – Shelley to organise and ensure comms are sent out.	Shelley Webb	In progress.
	Easter Raffle – Morena to organise and ensure comms are sent out.	Morena Howe	In progress.
8.4 – Bambara 40th Birthday Celebrations	Add to agenda for the next meeting.	Helen Hopkins	On today's agenda
9.1 – Reward Stickers for Teachers	The school to purchase the stickers and invoice the P&C	Meegan Payne	In progress.
9.2 – After School Clubs	Add to the agenda for the next meeting.	Helen Hopkins	On today's agenda.

Appendix B

Letter from Miranda Goodwin

28 February 2018

Dear Ms Helen Hopkins, Parent and Citizens Association Secretary,

Having received a letter from Sharyn O'Neill, Director General of Education and Training, dated 26 February 2018 stating "In regard to the logo and signage, I can confirm that while it is not mandatory for a principal to obtain the endorsement of the School Board in this matter, the Department's advice is that consultation be undertaken with the school community. This can be achieved directly with the community or through the school council/board or both."

Mrs Linda Knox states on the school website "School Branding – New School Logo. You may have noted the change of signage around the school with an updated school logo. These changes have been a result of the school's plans to re-vitalise the image of the school, a strategy supported by the School Board and Staff."

"Our first plan for re-vitalisation has been to engage a design consultant and a sign company to upgrade all signage at the school. Many still had the logo that pre-dates the school becoming IPS. The updated logo will be used on all our signage, website, marketing and communications materials from 2018."

I would like the following items to be discussed at the next Parent and Citizen Association meeting:

- 1. Whether or not a proposed new school logo, change to uniform and signage were presented to the school community and Parent and Citizen Association for consideration.**
- 2. What the impact of a new logo / uniform might have on suppliers, parents etc.**
- 3. Costings for uniforms and school products with new school logo being discussed.**

I do not require a personal response as I will read your findings in the Parent and Citizen Association minutes on Bambara Primary School website.

Kind Regards



MIRANDA GOODWIN.

Parent of a student at Bambara Primary School



Principal's Report

14th March 2018

1. We have another student enrolled this week which brings our total to 178.
2. The fence has been positively received. Only one issue of dogs on the oval during the weekend. We will keep a check on this.
3. Meeting with veteran's local football club who were using our oval 2 nights a week. Wear and tear to the turf. Tim Green from the School Board approached them. As a school, the grounds are looked after by the department and we don't have the capacity to maintain the level of quality to match the lower oval. This also impacts HOOSCI if used before 6pm. Whitfords Club are also using this without having approached the school first for permission.
4. Swimming at Mullaloo Beach has started and due to excellent weather has been very well received by students. Good education piece for not only swimming, but on stingers and local sea life. Thank you to Mrs. Smith for arranging this.
5. Business Plan has been finalized –thank you to Racquel for assisting with the layout. Will go to the School Board tomorrow. This would be published on the school website.

Appendix D

Net cash flow since last meeting
(4,273.82)

Closing Balance
10,679.26

Treasurer's Report
Wednesday 14 March 2018
Statement of Account

Balance from last meeting	14,953.08
Deposits	3,200.35
Withdrawals	(7,474.17)
Closing Balance 13/03/2018	10,679.26
Not Yet hit Bank	-
Per Bank	10,679.26

Category	Event	Date	Deposits	Withdrawals
Audit Fees	Audit of Association (Bain EMA)	13/02/2018 (Tue)		605.00
Book Club	Book Club Issue #1	12/03/2018 (Mon)	164.00	
Book Club	Book Club Issue #1 invoice	12/03/2018 (Mon)		164.00
Classroom Refresh	Classroom Refresh for 40th Anniversary Celebrations	27/02/2018 (Tue)		5,000.00
Community Kitchen Garden	Kitchen Garden Produce Sales	13/02/2018 (Tue)	20.00	
Community Kitchen Garden	Kitchen Garden Seedlings	12/03/2018 (Mon)		28.17
Community Kitchen Garden	Kitchen Garden cow manure and broom	13/02/2018 (Tue)		89.50
Community Kitchen Garden	Kitchen Garden Grant (City of Joondalup Community Funding)	20/02/2018 (Tue)	1,500.00	
Community Kitchen Garden	Kitchen Garden Grant (City of Joondalup Community Funding) transfer	21/02/2018 (Wed)		1,500.00
Icy Poles	Icy Pole Day	13/02/2018 (Tue)	113.00	
Icy Poles	Icy Pole Day (22nd Feb)	27/02/2018 (Tue)	129.55	
Icy Poles	Icy Pole Day expenses (22nd Feb)	12/03/2018 (Mon)		38.50
Icy Poles	Icy Pole Day (8th March)	12/03/2018 (Mon)	122.80	
Icy Poles	Icy Pole Day expenses (8th March)	12/03/2018 (Mon)		49.00
Movie Night	Movie Night	12/03/2018 (Mon)	702.90	
P& C Membership & Donation Fundrais	P&C Memberships	13/02/2018 (Tue)	20.20	
Photo Shoot Fundraiser	Photoshoot Fundraiser	07/02/2018 (Wed)	75.00	
Sausage Sizzle	Sausage Sizzle (For Kitchen Garden) unused funds transfer back	13/02/2018 (Tue)	255.60	
Welcome new parents event	Family Picnic Night (Ice Cream Van Sales Commission)	13/02/2018 (Tue)	35.00	
Welcome new parents event	Family Picnic Night	13/02/2018 (Tue)	62.30	
Grand Total			3,200.35	7,474.17



Cheque Account

Account Name	Account Number	Current Balance	Available Funds
Cheque Account	016494 340868914	\$10,679.26	\$10,679.26

Processed

Processed	Description	Debit	Credit	Balance
12/03/2018	ANZ INTERNET BANKING FUNDS TFER TRANSFER 345999 TO SCHOLASTIC AUSTRALIA	\$164.00		\$10,679.26
12/03/2018	ANZ INTERNET BANKING FUNDS TFER TRANSFER 345650 TO CRYSTAL A CONNE	\$49.00		\$10,843.26
12/03/2018	DEPOSIT		\$702.90	\$10,892.26
12/03/2018	DEPOSIT		\$164.00	\$10,189.36
12/03/2018	DEPOSIT		\$122.80	\$10,025.36
27/02/2018	ANZ INTERNET BANKING FUNDS TFER TRANSFER 613464 TO CRYSTAL A CONNE	\$38.50		\$9,902.56
27/02/2018	ANZ INTERNET BANKING FUNDS TFER TRANSFER 613056 TO MICHELLE WE	\$28.17		\$9,941.06
27/02/2018	DEPOSIT		\$129.55	\$9,969.23
21/02/2018	ANZ INTERNET BANKING FUNDS TFER TRANSFER 288577 TO BAMBARA PRIMARY SCHO	\$5,000.00		\$9,839.68
21/02/2018	ANZ INTERNET BANKING FUNDS TFER TRANSFER 288373 TO BAMBARA PRIMARY SCHO	\$1,500.00		\$14,839.68
20/02/2018	DEPOSIT		\$1,500.00	\$16,339.68
13/02/2018	ANZ INTERNET BANKING FUNDS TFER TRANSFER 420039 TO SHAKESHAFT WA PTY L	\$605.00		\$14,839.68
13/02/2018	ANZ INTERNET BANKING FUNDS TFER TRANSFER 419917 TO MICHELLE WE	\$89.50		\$15,444.68
13/02/2018	DEPOSIT		\$113.00	\$15,534.18
13/02/2018	DEPOSIT		\$62.30	\$15,421.18
13/02/2018	DEPOSIT		\$35.00	\$15,358.88
13/02/2018	DEPOSIT		\$20.20	\$15,323.88
13/02/2018	DEPOSIT		\$20.00	\$15,303.68
07/02/2018	TRANSFER FROM DANIELLE BARDSL WHITFORDS BBQ 18		\$255.60	\$15,283.68
07/02/2018	DEPOSIT		\$75.00	\$15,028.08
31/01/2018	DEPOSIT		\$1,450.10	\$14,953.08
17/01/2018	TRANSFER FROM ENTERTAINMENT COMMISSION 8 6079		\$168.00	\$13,502.98
16/01/2018	ANZ INTERNET BANKING FUNDS TFER TRANSFER 823381 TO DANIELLE BARDSL	\$800.00		\$13,334.98
10/01/2018	TRANSFER FROM SCHOOL BANKING A SCH COMM I SSCH61535		\$83.92	\$14,134.98
02/01/2018	ANZ INTERNET BANKING FUNDS TFER TRANSFER 773685 TO MICHELLE WE	\$40.48		\$14,051.06
29/12/2017	CREDIT INTEREST PAID		\$2.03	\$14,091.54
18/12/2017	DEPOSIT		\$355.60	\$14,089.51
18/12/2017	DEPOSIT		\$100.00	\$13,733.91
18/12/2017	DEPOSIT		\$50.75	\$13,633.91

Appendix E



Bambara Community Kitchen Garden Committee
Meeting Minutes
Term 1
Friday, 9th February 2018 @ 2:00pm

Item	Subject	Time
1	Welcome (Attendance & Apologies)	2:00pm
	<p>Present Shelley Smith – Vice Principal Shelley Webb - Community Kitchen Garden Coordinator Alison Hayward Danielle Bardsley</p> <p>Apologies Jodie Moss Hayley Duguid Alicia Harlow Paul Moss Morena Howe</p>	
2	Kitchen Garden Sign	2:10pm
	<p>The committee didn't like the style of the sign or where it was placed. MH to show design to Razoreye with the additional sponsors so that we keep the design that we have used in the past. The sign design shown to us looked very child-like and wasn't very pleasing to the area.</p>	
3	Planting	2:20pm
	<p>SS has brought \$80 worth of plants to be planted in the beds next week. SW said she was happy to stay after kitchen garden club on Wednesday morning so that she can help the room 9 and 10 classrooms.</p>	
4	Email received by parent	2:30pm
	<p>After discussing the email received by a parent showing concerns about the costing's of the kitchen garden. It was agreed that SS and SW email a response and try to arrange a meeting with the parent so that we could clarify things and what the committee is up to.</p>	
5	Comments Book	2:40pm
	<p>After the above email the committee agreed that it would be a good idea to have a comments book so that parents and students could relay ideas and comments in the book. The book should go in the undercover area.</p>	
6	Sensory path/ Japanese Garden	2:45pm
	<p>The committee agreed that the pathway should go in by the end of term 3, as we have to spend the grant of \$1500 before the end of the year. Expressions of interest letter to go out to parents to see how they would like to help/gift for the area. Things such as logs, Busy Bee help, tee-pee poles, pavers, etc. Danielle Bardsley would source the cost of white stones and a statue to brighten up the Japanese garden. Final design is yet to be discussed and approved</p>	
7	Pancakes	2:50pm
	<p>Shelley, Alison and Danielle have offered to make pancakes for the students who help out in the kitchen garden.</p>	
8	New Members	2:55pm
	<p>Finally we would like to welcome our new members to the committee: Alison Haywood and Danielle Bardsley</p>	
9	Date of next meeting	3:00pm
	TBA	
10	Closure	3:00pm
	The meeting closed at 3:00pm	

Appendix F

Fundraising Committee Meeting Minutes Term 1 Friday, 16th February 2018 @ 2:00pm

Item	Subject	Time
1	Welcome (Attendance & Apologies)	2:00pm
	Present Shelley Webb Morena Howe Nichole Everett Shelley Smith (Vice Principal) Apologies Crystal Connery	
2	Term 2 Events	2:05pm
	Week 2 (9th, 10th, 11th May) Mother's Day Stall <ul style="list-style-type: none">• Organiser and helpers required to run event.• Items to be sold in ECE2 for \$2, \$3, \$5.• Items to be ordered before end of Term 1.	
	Week 4 (21st May onwards) Cadbury Fundraiser <ul style="list-style-type: none">• Organiser required.• \$1,500 required to order 50 to 60 boxes of chocolates.• Run to end of Term.• What would we put the funds towards?	
	Week 6 (Mon, 4th June – WA Day) Bunning's BBQ <ul style="list-style-type: none">• Organiser required.• Run and organise helpers for the day.• Danielle Bardsley, Shelley Webb could help with info on how to run the day.• Only sausages, buns and possibly drinks required to run event.	
	Week 7 (Fri, 15th June) School Discos <ul style="list-style-type: none">• DJ'S and parent help required.• Upper school (Cheryl)?????• Lower school?????? /• Organisers required	
3	Term 3 Events	2:35pm
	Other Fundraisers/Events to be organised: Week 3 (Fri, 3rd August) Inter School Athletics Carnival- MacDonal Reserve <ul style="list-style-type: none">• Sausage sizzle and cake stall• Adam Duffy organiser	

4	Term 4 Events	2:40pm
	<p>40th Celebrations Fete</p> <ul style="list-style-type: none"> • Week 4 (Sat, 3rd or Sun, 4th November) • It was suggested that rather than a pathway designed by families buying brick pavers that the school does a time capsule instead with a large engraved paver on top of where the capsule is placed. • There is a time capsule to be dug up for this year's event. • Melskiart.com • Local artist who could design a couple of murals to brighten up the school • Mural tiles by Get Fired Ceramics/Pottery Playroom • Excursion for the students to paint and decorate their own tiles and these tiles placed on the walls of the undercover area. • Idea to get the grounds and undercover area brightened up so that the local community can see what a lovely school we have. <p>Senior Disco</p> <ul style="list-style-type: none"> • Week 7 (Fri, 30th Nov) • Organiser required <p>Family Night</p> <ul style="list-style-type: none"> • Week 8/9 	
5	Date of next meeting	3:00pm
	TBA	
6	Closure	3:00pm
	The meeting closed at 3:00pm	