

Dianella Primary College Parents & Citizens Executive Committee meeting

3/3/2020, 2.30pm, DPC Staff room

In attendance:

Anthony Middleton, Principal
Kalthum Ziandien, President
Melissa Ozich, Vice President
Rose Hsieh, Treasurer
Maxine Potgieter, Secretary
Maryann Henwood, Committee member
Sana Zahid Khan, Committee member

Important points and action items:

Next meeting between committee members scheduled for March 10 at EITHER 1pm at an as yet to be determined location, OR 1.20pm in the staff room. Anthony to check availability of high school café.

All members to please register an individual account with WACSSO. Once processed, we will have access to the constitution and our role descriptions.

Update P&C Executive Committee on WACSSO website -
<https://www.wacssso.wa.edu.au/resources/update-your-pcs-details/>

Committee members to please supply a photograph for the P&C pin up board, OR see Anthony to have their picture taken. No deadline established **/ASAP.**

Kay to speak to friend/family member re auditing our outstanding P&C 2019 financials.

Discussed:

- Edudance. **Anthony to book** for 2021.
- Harmony day family picnic. Activities on that day, table set up, Macedonian community dance. School is running this event, not P&C.
- P&C members speaking at school events, giving awards etc.
- Ideas needed for community events not specifically fundraisers **Discuss at next meeting.**
- Staff requesting more notice of fundraising events. Request raffles and fundraisers to be confined to terms 2 & 4 (Easter term 1...?) **P&C to produce year ahead plan of events, asap.**
- Grants and sponsorships to be discussed at later meeting

- Open night April 8 – potential to combine Easter raffle? (Good Friday April 10, last day of term April 9) P&C speaking opportunity... [Discuss at next meeting.](#)
- AGM to be changed to end of year? Tentative yes from most/all members..?
- School banking – P&C need to put a call out for perhaps a number of volunteers/organise roster... [Discuss at next meeting.](#)
- Colour run – needs a date. (term 4) **ASAP** to ensure our preferred date is available.
- Disco (Halloween?) Needs a date. Wish group to be involved. [Discuss at next meeting.](#)
- Breakfast club, food bank funded
- After school activities.. possible talk of more..?
- Ros is the “record keeper”. Once we have our roles clear, we should speak to her about record keeping, procedures, possible grants available?
- Schedule of tasks to be drafted for P&C members – perhaps rotating roster for treasury assistance, etc. [Discuss at next meeting.](#)
- Talk of where committee members can convene & communicate online – tentative general consensus FB messenger. Trial underway...

Addendum: WACSSO have a template available for thanking P&C volunteers, perhaps some can be made for outgoing committee and presented at upcoming assembly...

<https://www.wacssso.wa.edu.au/resources/volunteer-certificates/>

We should speak to Lauren regarding the Colour Run, handing over of any useful digital files (discussed at AGM?) and the FB P&C group.

Minutes taken and prepared by Maxine Potgieter, Secretary.

Next meeting set for either 1pm or 1:20pm, location TBA.

This meeting concluded at 3.30pm, 3/3/2020.