TEMPLATE FOR MEETING

Dianella Primary College P&C Association

Minutes of General Meeting

DATE: 30/7/2020



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ITEMS	ACTION
1 – Previous Minutes	(NAMES)
2 – Survey results	
3 – Funds going forward	
4 – Creation of P&C page and social media	
5 – Overview of last year's funds raised	
6 - Principals Report	
7 – General business	
HELD – Dianella Primary College Hall Kitchen	
MEETING OPENED - 9am	
ATTENDANCE –	
Maxine Potgieter	
Alex-Anne Hughes	
Melissa Ozich	
Melissa Seedy-Dittrich	
Maryann Henwood	
Sasha Perrine	
Anthony Middleton	
Rose Hsieh	
APOLOGIES –	
Kalthum Zaindeen	
Michelle Walker	
Sana Zahid Khan	
Ros Price	
CONFIRMATION OF MINUTES OF PREVIOUS MEETING –	
- Ros registered new executive committee with WACSSO and paid membership fee of	
approx. \$750	
- Review/audit of P&C books – suggestion to pay a tax agent to audit the books, all agree.	Mel Seedy-Dittrich
Melissa to check how many years need to be audited.	
- Bop til you Drop booked in for first term 2021 with performance at the Open Night. Cost	
per student \$30, P&C to cover 50%, \$15 per student. With approx. 120 students the cost to	
the P&C will be approx. \$1800. Motioned by Melissa Ozich, seconded by Maryann	
Henwood. The program needs to be advertised, "new program trial" announced before	
close of 2020.	Anthony Middleton
 Parking situation – City of Stirling are going to install permanent Kiss n Drive. Anthony to 	
speak to CoS re further traffic management and possible signs and road markings.	Maxine Potgieter
 Colour Run – our booking is still tentative but available. Maxine to speak to Mrs Farmer to 	
pick a date, needs to be clear of swimming. More chalk needing to be ordered this year as	
previous have run out before event finish. Tentative dates Nov 27 or Dec 4.	Anthony, Michelle?
- Father's day events – yes to go ahead, to coincide with the official opening of the Nature	
Play area – tentative date August 28 2020. Anthony to speak to the Ed support centre re	
that date.	

PRINCIPALS REPORT -Survey results – very little useful info regarding the P&C. P&C agreed to fund prize of \$50 uniform voucher for 1 family participating in the survey. Random number selected, winner turned out to be "Luke, Room 9". Motioned by Melissa Ozich, seconded by Melissa Seedy-Dittrich. COVID – still under restrictions, we cannot currently accommodate parents at assemblies or indoor events. Nature Play area still under construction, but end in sight. Year 6 camp in term 4. Approx. costs \$7200, are P&C willing to contribute? Student population is currently 396, up from last term. Sport Carnival set for September 11. There will be no interschool carnival this year. Faction carnival stall.. Discussion re fruit slushy machine, some costs given but figures **Anthony Middleton** needed clarifying. Anthony to double check. TREASURERS REPORT – (general funds discussion) Currently just over \$20k in account. Discussion around making the rest of this a Covid relief year, offering fully funded events to build community - morning teas, cooking classes, Friday Funday arfternoons/sundowners all low cost, run by the committee, ask families to bring a plate. Consensus agreed to run morning tea cooking classes every second Wednesday (dates being August 12 & 26, Sept 9 & 23) Melissa Ozich to facilitate, but other committee members encouraged to attend when possible. Possible need for creation of "staff" roster for these events. Father's day stall proceeds to benefit special needs school. Discussion re School Disco and who coordinates and funds the different aspects. Date set for November 12. Colour Run – tentatively to go ahead. Maxine to coordinate with Mrs Farmer, order Maxine Potgieter fundraising and media packs ASAP. Tentative dates Nov 27 or Dec 4. School banking. Anthony to check with Sana re continuing this. Anthony Middleton Sponsorship discussion. Melissa Ozich had sent a document via email along with the agenda for this meeting, several days prior. Melissa Ozich, Anthony Middleton and Ros Price to have further discussion re this. Discussion re someone to create sponsorship proposals – no real consensus or decision. **CORRESPONDENCE IN -CORRESPONDENCE OUT – GENERAL BUSINESS -**Melissa Ozich to temporarily take on more presidential duties, as Kalthums availability has changed for the time being. Discussion re School Services Directory (parent at the school who own their own businesses) creation. Discussion re physical pin up P&C board and online promotion.

 Discussion re creation of set list of procedures to be put together for running and promotion of P&C events. Creation of P&C page as part of the school website, and P&C notices to pop up on the Instagram and facebook accounts as required. Rudy will attend the next meeting to instruct. Nomination of person to be in charge of these yet to occur. Discussion re procedure and deadline dates for term planners, communication between P&C and the office. Anthony to update term 4 calendar. Brief discussion re Interpreters and their availability. They are provided at no cost and require as 24 hours' notice. Noted that Ethnic Education assistants are also available. 	Anthony Middleton Anthony Middleton
FUNDRAISING –	
 Last year's most successful fundraising events were single day bigger events – the colour run, sports day food kiosks. 	
 Pizza days bringing in slightly more but many are required, which means constant asking of families to contribute. 	
 Suggestions made for more diverse fundraisers such as PJ Day, Crazy Hair day, and Spellathons and Readathons. 	
- School sports carnival – discussion re asking parents to donate a plate or a cake etc,	
whether we would supply icey poles, drinks and/or the slushy machine. No decision	
reached.	
GROUNDS BUSINESS –	
NEXT MEETING – August 20 th 2020, 1pm.	
MEETING CLOSED	