



COTTESLOE PRIMARY SCHOOL
P&C ASSOCIATION INC.

School Administration
Principal: Graham Dart
Deputy: Courtney Bridge
Deputy: Jane Lowther
Registrar: Lena Harvey

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P. & C. Association Inc
President: Myke Bartlett
Vice President: Kat Tiller
Secretary: Lucy Henderson
Treasurer: Andrea Binedell

COTTESLOE PRIMARY SCHOOL P&C ASSOCIATION

WEDNESDAY 6 JULY 2023
6:00PM
SCHOOL LIBRARY

AGENDA

No	Item
1	<p>Record of Attendees: Debra Sampson, Victoria Swarbrick, Melanie Love, Scott Fraser, Milly Bartlett, Gabby Mathews, Jenny Murtagh, Andrea Binedell, Jane Lowther, Kat Tiller, Jess Harrison, Anna Woodliff, Juan Maerz, Fiona Hohnen, Myke Bartlett, Lucy Henderson</p> <p>Record of Apologies: Bridie Howe-Keetelaar, Freya Hewitt</p>
2	<p>Welcome/ Opening of Meeting A quorum was noted as being present. The meeting commenced at 6.08pm with brief opening comments and a welcome from the President, Myke Bartlett.</p>
3	<p>Confirmation of Minutes from previous meeting</p>

	<p>Proposed Motion- <i>That the minutes of the Cottesloe Primary School P&C Association General Meeting of 26 April 2023 be taken as read and confirmed as a true and accurate record.</i></p> <p><i>Proposed: Kat; Seconded: Jess</i></p>
4	<p>Cottfathers</p> <ul style="list-style-type: none"> • Scott – Cottfathers – then gave us an update. He has been trying to get on top of admin over the last few months. Scott would like to bring more energy to Cottfathers, more events and more opportunities to build relationships between Fathers/carers and their kids. • Scott would like to organise some events, he brought along some proposals for us to see. Number one was ice skating. It was deemed that we had too many events on last year and that volunteers are exhausted so we have stepped down the events this year. This was also discussed at previous P&C meetings. The group decided to not go ahead with this event but agreed it is worth looking at again next year. • Proposal 2 – Cottfathers Camp. Scott is proposing doing only 1 night – Sat 28th. The camp site has been booked for 2 nights. • Scott would like to put on some more activities to encourage relationship building, taking the focus off the movie. The group loved the idea of orienteering and raft building. • We spoke of the importance of the Cottfathers being a part of the P&C and having open channels of communication. • We spoke of the school not liking kids leaving school early on the Friday as it can be disruptive to learning. • Scott would like T&C's putting into the ticketing to make parents responsible for their kids – the group agreed with this idea. • Scott wanted to confirm that the insurance is fully valid with the location and activities. Kat confirmed that this was reviewed after the camp before last. Scott is welcome to review the insurance again. • After a discussion around the pros and cons of 1 night vs 2 nights, the group voted for a 2-night camp, with the first night being independent (self-catering for food and activities). The site is already booked for 2 nights and this means we will have the whole site to ourselves on both nights. We also discussed that one night may work better next year if the location is moved closer but that as the camp is in Dwellingup this year, 2 nights would work better.

	<ul style="list-style-type: none"> • Proposed (2-night camp): Anna, Seconded: Andrea. • We spoke of needing to give 1 weeks notice for all financial motions. Therefore, an indicative approval was given for roughly \$13,750 (quote is for 1 night, will need inflating for two nights). • Proposal number three – Parenting Expert Presentation by Dr Justin Coulson. The group liked the idea but also discussed getting alternative quotes as it is quite expensive (\$6500+). As time was running out, we agreed to discuss and motion at the next meeting.
3	Reports
3.1	<p>President's Report</p> <p>The President, Myke Bartlett, then delivered his report. Please refer to attached President's report for full details. In addition to what is in the report, we also discussed the following:</p> <ul style="list-style-type: none"> • We found that it worked very well to assign a year group to volunteer for the Lapathon. Great idea Jenny! • Andrea has found out the award rate for the Uniform Shop position so we can now progress with advertising. • Quiz night is coming up in term 4 (with Silent Auction). Please advise Myke if you would like to assist with this – Jay Barker and Victoria Swarbrick are keen.
3.2	<p>Principal's Report</p> <p>Jane Lowther then delivered the Principal's report on behalf of Graham Dart. Please refer to attached President's report for full details. In addition to what is in the report, we also discussed the following:</p> <ul style="list-style-type: none"> • There has been a large influx of numbers. We now have 362 children on the roll. School is starting to plan classes for next year. • Open Night is scheduled but we may push back the Art Open Night due to Lou Jones being off sick. • Thanks to Freya Hewitt for alerting us about the trees being vandalised in the holidays. It is lovely to see the demonstration of community spirit. Heidi would like to raise funds to replace the damaged trees. • PP playground works will cost roughly 80k and could potentially be done at the start of 2024. The group loved the proposed playground plan. • Jess queried if we could edge and update the long jump pits at the same time as the PP works.

<p>3.3</p>	<p>Treasurer's Report</p> <p>Andrea Binedell then delivered the Treasurer's report. Please refer to attached Treasurer's report for full details. In addition to what is in the report, we also discussed the following:</p> <ul style="list-style-type: none"> • The awards rate for the Uniform Shop coordinator has been confirmed as \$23.28 per hour. Can we please touch base with Jenny and Gabby to see if the hours proposed are still relevant. • The Kate Chaney grant has not been received yet, can we please chase this up. We need to pass a motion to spend these funds at the next meeting – Lucy to please check if any motions already passed. • Edit: Lucy confirms that no financial motions for these funds have been passed. • Jane queried if anyone has any contacts with the local councils – can we please see if we can get any possible donations for the playground.
<p>4</p>	<p>Invitation for any new attendees to become members of the Cottesloe Primary P&C for 2023</p>
<p>5</p>	<p>General Update</p> <ul style="list-style-type: none"> • Quiz Night – sub-committee is needed. • Sports Carnival – BBQ needed to be ran by the Cottfathers, cake – Yr2, food – Year 5. We need someone to coordinate the Trybooking details and ordering. Deb and Kat will sort Trybooking, Lucy will sort volunteer rosters. • Mr Andrews would like to get Interschool Shirts – future P&C funding. We looked at some samples and confirmed we would like to see final designs. • Cards that Count – Deb Pengilly running this year, thank you!
<p>6</p>	<p>Fundraising Goals 2023 Update</p> <ul style="list-style-type: none"> • The Lapathon was a great success. Many thanks to Milly for organising. We would like to give all the kids icy poles to reward their efforts. We will need to approve \$200 at the next meeting. We want to look into how we spend some of the funds – kids' choices. • Mother's Day fundraiser was a great success. Many thanks to Olivia Trembath and all of the organising team!
<p>7</p>	<p>Uniform Shop Update</p> <ul style="list-style-type: none"> • Jenny showed us samples of Graduation shirts. The group liked option 1. • We can get Leavers jackets for Year 6 – will take it to the board. The group liked the idea and the jacket sample.

	<ul style="list-style-type: none"> Looking into Girls 'cycling' shorts for the uniform shop.
8	Items seeking motion
8.1	<p>That the Treasurer's report to 21 July 2023 be accepted as true and correct. Proposed: Jenny; Seconded: Gabby</p> <p>That the Cottesloe Primary School P&C Association resolve to allocate \$27,000 to ELC works. Proposed: Kat; Seconded: Anna</p> <p>That the Cottesloe Primary School P&C Association resolve to allocate \$60 for Lapathon costs. Proposed: Jenny; Seconded: Mel</p> <p>That the Cottesloe Primary School P&C Association resolve to allocate \$200 for the purchase of new interschool t-shirts – would like to see the final design (more like \$900). Paused until see final design and quote.</p> <p>That the Cottesloe Primary School P&C Association resolve to allocate \$1000 for the Athletics Carnival. Proposed: Anna; Seconded: Gabby</p> <p>That the Cottesloe Primary School P&C Association resolve to allocate \$5000 towards the new TVs in the undercover area. Proposed: Kat; Seconded: Anna</p>
9	New or Other Business
10	Date of Next Meeting - Wednesday 11th October 6pm School Library
11	Close of meeting There being no further business, the meeting concluded at 7.49pm.