

OCEAN ROAD PRIMARY SCHOOL

Parents and Citizens Association

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Every child matters ~ Each moment counts ~ Everyone belongs

Ocean Road Primary School P&C General Meeting 19th March 2024

Meeting Opened: 9.05am

Present: Joel Gray, Amanda Dawe, Dean Finlay, Kristy McGregor, Christy-lee Clark, Cassie Beacham, Kelly Cherry, Jenny De Kan, Jayelle Seotis, Bianca Duggan, Jen Siddons

Apologies: Lauren Dewis, Kelly Madden, Monique Hough, Kasha Miles, Jaymi Collins

Minutes from previous meeting: Minutes from the AGM held 21st February taken as read and confirmed to be true and accurate record – *Accepted Joel 2nd Cassie*

Business arising from previous minutes: Bianca advised the Fundraising Report states the Colour Me Krazy event states a profit of \$84931.10 – Bianca to follow up correct profit amount

Correspondence In:

- Brooke Morgan resignation as P&C President
- Jodie Richards resignation as Canteen Manager
- Nomination for Fundraising Coordinator from Christy-lee Clark
- Canteen quote for wish list pie warmer
- Denise Hobson quote for wish list mesh trolley

Correspondence Out: Nil

Treasurers Report:

Canteen Card

Balance in Xero - \$834.82

Total unreconciled statement lines - \$148.60

Statement balance - \$686.22

Canteen 1 Account

Balance in Xero - \$48,290.49

Total unreconciled statement lines - \$435.50

Statement balance - \$48,725.99

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Canteen 2 Account

Balance in Xero - \$16,178.89
Total unreconciled statement lines – nil
Statement balance - \$16,178.89

Fundraising Card

Balance in Xero - \$850.73
Total unreconciled statement lines - \$221.11
Statement balance - \$629.62

General Account

Balance in Xero - \$22,150.05
Total unreconciled statement lines - \$3940.00
Statement balance - \$26,090.05

Cadbury Chocolates update –

Invoice amount - \$19,498.60
Amount deposited - \$22,717.00
Current profit - \$3218.40

68 boxes currently outstanding with a potential profit of \$4080.00

Approximately 25 boxes remaining to be distributed with a potential profit of \$1500

Accepted Jen 2nd Cassie

Canteen Report: nothing to report

Principals Report:

Current enrolments: 623 Enrolments at recent census: 621

Restructure is needed within the school due to low numbers in Kindy-Year 3 and higher numbers in Years 4-6

Restructure arrangements will be communicated to effected parents/carers on Friday 22nd

March and will then allow for growth across the school

Next weeks Beach Carnival and Easter Bonnett Parade will be going ahead

School Board:

School Board meeting was held last week and welcomed new parent/carer members

Amanda Dawe and Deb Gauld and teacher representative Shakira Hartley

Introduction of Real Schools – there will be a parent information session upcoming

Deb Gauld was elected onto the PBS team

Real Schools Expert Facilitator will be attending Ocean Road Primary School on Tuesday 4th

June for a teacher PD day and within the classrooms on Wednesday 5th June – this visit has resulted in PD day changing from 15th July to 4th June

Accepted Christy 2nd Jayelle

General Business

Mothers Day – Agenda states suggest spend up to \$2000

Joel suggested a stocktake be taken and documented of current stock stored at the school before purchasing further items – agreed by all present

Discussions held regarding a catalogue, gift limits, a tally of items sold, no cupcakes or perishables, main caregiver stall/smaller stall, specifying who students are buying for – all

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items discussed to be explored in further detail at the next Fundraising Sub-Committee Meeting

Accepted Amanda 2nd Cassie

Canteen Pie Warmer – Quote submitted by Canteen Manager Jodie for Woodson Pie Warmer \$3788.40 – unanimous vote by all present

Canteen Wish List – Request submitted by Canteen Manager Jodie for cutting boards, knives, utensils up to \$500 – unanimous vote by all present

Denise Wish List – Request submitted for storage for the lost property items outside the library. Denise suggested a mesh trolley or similar. Christy suggested a discussion with Denise to determine how the lost and found process works. Amanda to meet with Denise to discuss potential options and return findings to the next meeting

School Wish List – Request for equipment in the Early Childhood areas. More information required in regards to costs. Joel suggested a specific list of all equipment needed to be sent to the P&C to be discussed at an Executive Meeting due to the urgency of the request ie early Term 2

Year 6 Camp Donation – Joel requested a time frame from the school to advise the P&C donation amount and Kristy stated early Term 2. P&C to advise the school early Term 2 after further efforts to raise funds from the Cadbury Fundraiser

Christy suggested offering unopened boxes to local sporting clubs at cost price – unanimous vote from all present

Cassie suggested sending an sms to families with boxes outstanding

Cassie suggested enquiring to sell chocolates at local events eg Moonlight Movies

Bunnings Sausage Sizzle – Declined - unanimous vote by all present

Foam Cannon – Wheelie bin & hose needed before foam cannon can be sent out for hire – unanimous vote by all present

Joel to send list of items to Bianca to purchase

Canteen Uniform – request received by the canteen for uniform shirts for staff. Pricing is needed before vote can be held

Canteen voucher & rewards – Not needed at this time – unanimous vote by all present

School colour run – Fundraising Coordinator to contact Colour Run and provide information at the next meeting

Easter Bonnet Parade - Bianca suggested looking for neutral judges. Fundraising Coordinator and Fundraising Sub Committee to discuss and source

P&C Training – Amanda advised WACSSO has many elearning modules in relation to P&C positions and there is also an online webinar being held on Tuesday 26th March – Bianca to include link in email of meeting minutes

PBS Tokens – Dean advised additional tokens needed – quote to be emailed to P&C to be discussed at Executive Meeting

Education Police Clearance – Dean advised all volunteers handling cash funds need to complete an education police clearance – Kristy to send link to Bianca to include in email of meeting minutes

Meeting bookings – Dean suggested more notice in regards to meeting bookings as the staff room is used for activities throughout the week

Next meeting: Wednesday 24th April 2024

Meeting closed: 10.23am