



Every child matters ~ Each moment counts ~ Everyone belongs

Ocean Road Primary School P&C General Meeting Minutes 23rd April 2026

Location: Ocean Road PS Staff Room

Attendance: Anna Murray, Bianca Duggan, Kelly Cherry, Jaymi Collins, Leah Wittorff, Jade Evans, Dean Finlay, Kristy Taylor, Julie Jewell

Apologies: Kasha Miles, Tiana Hagart, Amanda Dawe, Jonathon Baker

Meeting Open: 13:56

1. Acknowledgement of Country and Welcome
2. Minutes from previous General meeting on the 18th March 2026 – confirmed
3. Business arising from the previous meeting 18th March 2026
 - Hungry Pet Warehouse fundraiser:
 - Bank Details have been provided and \$126.80 raised but not yet received
 - Keen to continue in 2026 and will be in contact to sort out promotions etc.
 - ATCO Demountable office space:
 - Sample letter – edits welcomes and letter passed around the table
 - Lotterywest grant also suggested if quotes are high
 - Appointment of Review/Auditor:
 - Not required to be completed annually (from WACSSO) due to the tier that P&C falls into
 - Vote annually at AGM whether to appoint an auditor for that year
 - An annual statement to be provided to Kristy Taylor by Bianca Duggan when required, to comply with school requirements
 - Foodcore Membership: paid
 - Lisa Munday \$500 funds allocation:
 - Funds will be allocated to early childhood education to support their fundraising for their wishlist items (added to funds from obstacle-a-thon)
 - The wishlist is approximately \$7000-\$10,000
 - **Approved by vote** to allocate the \$500 to the wishlist
 - Easter Colouring Comp:
 - 179 entries, winners received a \$5 canteen voucher
 - Winners drawn by art teacher
 - All but 1 voucher delivered to prize winners (one winner left school)

- Fundraising partnerships: Rhys Williams – Amanda to report on next meeting,
- Picture products fundraiser:
 - Bianca has all resources
 - Early bird pricing 31st May
 - Will run Tuesday 28th April – 21st May (final payments due)
 - Approved by vote to go ahead
- Cookie Dough fundraiser: Waiting to hear back
- Cadbury Choc Fundraiser:
 - 11 boxes remain outstanding – compass messages to each family
 - Invoice \$5344.57
 - Cash \$3541.20 + Qkr! \$3813.50 = \$7354.70
 - Profit \$2010.13
 - Outstanding box value: 11 x 74.50 = \$819.50
 - Review for next year – effort vs income, is it worth doing?
 - Send out survey to determine preferred fundraising options for Yr 6 parents
- 25th Anniversary Celebrations:
 - A working group will be formed from interested parties to plan and organise 25th Anniversary celebrations in conjunction with ORPS
 - Potential to have an all-day celebration with associated open morning (instead of night)
 - Research into how other school celebrate milestones

4. Business Arising from Correspondence In

- Canteen Grants for upgrading equipment – first round applications close 8th May
 - The canteen has had numerous updates lately so it was decided that there is no need to apply for a grant at this stage.
 - Opportunity still exists to use the food checker report and develop a healthy food policy in conjunction with the school

5. Treasurers Report

- Canteen Card: 754.32
- Canteen 1: \$70 531.68
- Canteen 2: \$3282.17
- Fundraising Card: \$1000
- General Account: \$14 430.34
- Easter Raffle: \$1026.80
- Obstacle-a-thon: Cash \$1477.90 + Qkr! \$856.00 = \$233.90

6. Canteen Report

- Canteen upgrades: Floor has been completed
- Mould was found in the back of the pantry behind shelving – Kristy Taylor to report to Department of Education
- Leah to investigate costs for upgraded pantry shelving
- Leah and Cass repainted the canteen – **vote to reimburse Leah for the costs of the materials required for painting approved.**
- Air con service was not done well, would not recommend using the same company
- Winter Menu has been launched

7. Principals Report

- Enrolments are currently at 580 students
- New staff: Jo Wright Rm 18, Nadine Sealey Rm17 Th & Fr, Annaliese Barnett Rm 7.
- Transition to new rooms due to class changes was successful
- Automatic Gates are still being discussed with the Department of Education
- Voratix public Speaking Workshop was very successful last term – students to be given the opportunity to try out for and represent ORPS at the rotary speech competition, 2 categories: Yr 3-4 and Yr 5-6
- Pinjarra Massacre Apology curriculum to be launched at Government House 9th June, ORPS choir (10-15 students) have been invited to perform 2 songs

8. General Business

- Miss Zhu - \$250 Office Works prize voucher received from WACSSO for the Presidents Choice Art award at the 2025 WACSSO Conference to be used by the P&C and as suggested by her, perhaps it could be used for purchasing tissue paper for wrapping gifts at the Mothers/Fathers Day stalls so that we don't run out and need to borrow her supplies as we had done so in the past – **approved by vote**
- Mothers Day raffle/stall update:
 - Stock has been purchased and is being set up in Rm 26 – Thank you Kelly!
 - Stall dates are 5th and 7th May with potential catch up on the 8th May
 - Kelly to put out roster for volunteers
- **Next meeting date: 1:45pm, Tuesday, 2nd June 2026**

Meeting Closed: 14:58