



WEMBLEY DOWNS PRIMARY SCHOOL PARENTS AND CITIZEN'S ASSOCIATION INC

Meeting held on **Tuesday 6th September 2016**

1. **Open - quorum present** –Caroline McNamara, , Alice Mrazek-Scriven, Doug Cook, Jacqui Williams, Jane Boyle, Brian Moar, Melanie Lloyd, Danielle de Gruchy Macguire, Claire Gray
Welcome
2. **Apologies** - Rachel Wenham, Deanne Quartermaine, Gretchen Redhage, Tanya Hart, Tracey Chapman
3. **Confirmation of previous minutes of meeting** – Caroline McNamara and Alice Mrazek-Scriven confirmed the minutes of the previous meeting
4. **Correspondence in/out** – Correspondence in -Commonwealth Bank statements, Julie Bishop re \$10,000 grant.
No correspondence out.
5. **Additional Agenda Items**

Funds for printing year 6 yearbook –

On behalf of the yearbook committee Danielle de Gruchy has asked for a \$500 contribution towards the yearbook for year 6's. She is currently sourcing some quotes and is looking at a cost of no more than \$20 per student with 55 students with this P&C subsidie. Teachers and the school receive copies of these books. Ex students in year 6 this year will be able to buy a book.

The P&C moved a motion to contribute \$500 towards the cost of the year 6 yearbook.

Moved by Jacqui Williams and seconded by Claire Gray.

The P&C agreed it will continue to subsidise for yearbooks on a yearly basis from this year onwards at the request of the Year 6 rep.

Year 6 Graduation Supported by Year 5 – Help needed

Issue raised re co-ordination of year 6 graduation. Traditionally a number of year 5 parents co ordinate the graduation morning. This will be raised again at the next P&C meeting to see if there are volunteers from year 5 to do this.

E safety seminar October 2016

Office of e safety will come to the school on **18th October at 7pm** to hold a session for interested parents covering the topic of e safety. Alice Mrazek-Scriven has booked this for the school. Cost will be \$5/ticket available from administration in due course. Alice will liaise with the office of e safety regarding this.

Wembley Downs Primary Hosting Interschool sports this year- 13th and 15th September

This carnival is held by the school once every 6 years and 6 schools attend. Traditionally there is a cake stall held by the school hosting the interschool carnival.

Traditionally each host school runs a refreshment counter (eg. Last year have sausage sizzle, cakes and sushi)

P&C agreed it is important to support this event as a host to the local primary school community,

Alice Mrazek Scriven will co-ordinate the planning for the stall and Melanie Lloyd will man the stall with help.

Will ask for 2 platters of baked items per class. Class reps to communicate in next P&C communication

Melanie Lloyd will consider what to offer from the canteen /sausage sizzle.

6. Business arising from previous meetings - None

7. Reports

7c. Principal's report

• **Actions since P&C Meeting: 26 July**

▪ **Moving Playground Equipment**

The playground equipment from outside the canteen has been moved down to the oval. Reticulation was put in at the busy bee ready for the lawn.

▪ **Trees for the Quad**

BMW informed me that all resources for the Quad Resurface had been expended and that trees would not be purchased. The school has purchased the peppermint trees and they are planted.

▪ **Quad Wall**

The wall has been built around the tree in the Quad. We now need to rake out the "rubbish" and add the wood chips.

▪ **Good Guys/Girl Power Workshops**

These programs took place yesterday. We had to open it up to year 3 students to make up the required numbers. Getting enough participants has been a real issue, both last year and this year, and I won't be recommending we repeat the program next year.

There was a suggestion that the workshops could be offered to years 3 and 4 every 2nd year or parents could be encouraged to attend a particular session off site.

▪ **Protective Behaviours**

We were led to believe there was a great want for this session in the community. Unfortunately it was not well attended and I won't be repeating this session next year.

Again there was a suggestion that this may be a good session to hold every 2-3 years

▪ **Aqua Bubble**

These have proven to be more expensive than originally thought. A unit costs \$2000 but this doesn't include a cooling system. I have a quote for 3 units, with 3 cooling systems, for \$12 000. I believe this requires further investigation.

▪ **EDU Dance: Term 4**

Thursday week 1-9							
9-00am	to	9-30am	P/PA				
9-30am	to	10-00am	P/P B&C				
10-00am	to	10-30am	Yr 5/6: Rm 4				
Recess							
10-50am	to	11-20am	Yr 1: Rm 6				
11-20am	to	11-50am	Yr 2/3: Rm 11				
11-50am	to	12-20pm	Yr 1: Rm 7				
Lunch				Wednesday week 1-9			
1-05pm	to	1-35pm	Yr 4: Rm 12	1-05pm	to	1-35pm	Yr 3: Rm 15
1-35pm	to	2-05pm	Yr 5/6: Rm 3	1-35pm	to	2-05pm	Yr 3: Rm 16
2-05pm	to	2-35pm	Yr 4: Rm 13	2-05pm	to	2-35pm	Yr 2: Rm 8
2-35pm	to	3-05pm	Yr 5/6: Rm 14	2-35pm	to	3-05pm	Yr 2: Rm 9

The program begins in week one and concludes with a whole school performance on the evening of Thursday 8 December. The cost will be about \$24 per student.

- Library Improvement**
 Doug is still keen to pursue an improvement program for our students' library.
- Table Tennis**
 I have a table tennis table that I'd be happy to donate to the school however I have no means of getting it here. If someone has a trailer/ute, and would like to volunteer the time, the kids can play table tennis at recess and lunch.
Jacqui Williams will organise this to be collected and delivered.
- Faction Athletics**
 Thank you to the P&C for organising the Cake Stall at last Friday's carnival, we raised around \$1,200. Thank you also to the parents who volunteered to help throughout the day.
- Scientist in Residence**
 The program has been a great success again. Students have completed activities in robotics and a variety of physical science experiments.
- Artist in Residence**
 The year 5/6 students have made suggestions as to what they would like to see in the murals. We are yet to receive proposed designs from the artist.
Proposed designs will be sent through shortly based on the students suggestions.
Doug suggested that the 3 roller doors to the storeroom on the bottom oval could perhaps be painted at a later date

7d. Presidents report

Update from school environment sub-committee –

Following on from the grant success for the Stronger Communities program submission "Wembley Downs Primary School Community Placemaking Program" the committee now need to do the following:

Final briefing for the outdoor kitchen design to be finalised before detailed design.

Doug Cook will speak with the teachers again as to how they see the area being used/seating capacity if required to be an outdoor classroom space. Doug to issue briefing information to Jacqui Williams next week prior to detailed design workshop.

SESC to measure site and begin detail design documentation over the next month.

Anyone interested in being part of this process is welcome. Finalising design will occur in a sub committee workshop next week (evening). Register interested through P&C email or contact Jacqui directly on 0407059278

The area will be a semi covered space (similar to a camp kitchen) and a sensory garden.

The aim is to go through the design stage reasonably quickly to keep the project moving and get into construction in late November.

New gate entrance:

The "new" big gate entrance on the south west side of the school (Bushey Rd) has been closed recently because there has been building items left in that area while works have been done (limestone etc). The plan is that this entrance will be opened in due course when the area is cleared. This entrance and pathway to the school will be part of the design for the new kitchen area works.

Quad Area Plants

We need to address the area in the middle of the quad where the peppermint trees have been planted given it is a gathering space and the dirt is an issue blowing onto the quad play surface.

We are considering decking but the cost may be prohibitive. Two designs will be prepared and costed with a review process to occur at the next meeting

Melanie Lloyd may be able to assist with providing wood for decking.

Doug Cook as kindly donated his Table tennis table to the school for student use during playtimes. Transport to be arranged with Peter Daffen's ute. To be placed on Quad stage area potentially.

Project Costs

The total cost of the Quad work and the Community Place making project work is expected to be \$40,000. \$10,000 of this will be funded from the grant. \$5000 is current motioned already and will be drawn down over the next weeks (post busy bee invoicing to be issued to Treasurer Caroline ASAP)

Ongoing works to the school Environment on the agenda:

Once the Artist in residence Brenton See has completed his three murals (post September), he will provide a list of around 20 colours which will become our school colour palette. These colours can then be used for painting doors etc. in the next Phase of works – Adding colouring and wayfinding to the School classroom facades.

Post Busy Bee report –

The busy bee was a success. Big thankyou to all the helpers big and small whom worked from 10 – 4 making our school better! We achieved so much with the help of the following excellent families:

The Egan family, Brain family, Drury Barnes family, Daffen family, Lloyd family, Liverist family, Mrazek-Scriven family and a few random WDPS boys who were very helpful!

I say families as this event was very much the kids getting involved to which as parent I was really pleased to see my kids being kind helpful and happy (not always the case!)

Achievements as follows:

- Reticulation from the main water to the new proposed grass area (thanks Paul Liverist)
- Relocation of 2 planters and re direction of reticulation (thanks Egan family & Peter Daffen)
- Weeding to gardens (thanks Jasper Drury Barnes, Jake Daffen and Daniel Mrazek-Scriven)
- Emptying the sand pit to the right level for the new grass wheelbarrow by wheel barrow ! (thanks Mike Brain, Nick Drury-Barnes & Dave Egan)
- Centreing and planting Peppermint trees to the central Quad area which involved a lot of digging holes! (thanks Janine & Flynn Egan, Peter & Jake Daffen, Jasper Drury Barnes & Oliver Lloyd
- Planting new edible plants into all the planters as per the new seasonal planting plan (Melanie Lloyd,
- Nursery relocation – Peter Daffen
- Sausage sizzle (thanks Melanie Lloyd)
- Tools down drinks ! (thanks everyone!)

7e. School Board

School Board meeting is tomorrow. It has received approx. 70 responses to the school survey and around 100 from the survey monkey survey.

It was suggested that a reminder could be sent to parents. The board will look through the results so far and consider if they will extend the deadline from 31 August.

Looking at the school motto to make it shorter to something like: "School & Community working together" or similar.

Motto currently is "together we learn, together we care, together we prepare for the future".

Once the new motto is agreed upon the school flags etc will be updated.

7a. P&C Treasurer

The P&C has \$78,469.06 total in bank in two bank accounts. We have quite a few items yet to be paid (such as science in residence and artist in residence)

Caroline will update the report for actual fundraising results. She will also add a notation for estimated stock on hand (e.g. mothers day stock)

The last few years accounts are not yet audited. Alice Mrazek-Scriven will chase up the 2014 and 2015 audit.

Shirley Godfrey has some information re 2013 and Brian Moar will pursue this.

The 2014 and 2015 audit cannot be done until 2013 audit is complete.

7b. Sustainability - Tracey Chapman

School Incursion – Waste Management

On Monday 22 and Tuesday 23rd August, the Mindarie Regional Council (MRC) visited our school to provide a free workshop to students on waste management issues.

The Mindarie Regional Council (MRC) was established to assist the seven Local Government Councils of:

Cambridge, Joondalup, Perth, Stirling, Victoria Park, Vincent and Wanneroo to deal with their waste. The MRC has waste education staff available to assist schools to develop new or existing waste and recycling programs.

The aim of the interactive workshop was to educate students about the waste hierarchy and the impact that students themselves can have on improving waste outcomes. This includes exploring the importance of:

- producing less waste;
- placing things in the right bin and
- how to best manage problematic waste streams (rubbish that doesn't go in any bin).

A key focus for the presentation was: Where does your household rubbish go? In addition to looking at where things can or should go when we don't need them anymore.

All students from Year 1 to Year 6 participated over the 2 days. I would like to thank Anne Evans for her help with class timetabling and George Tolev for liaising with the teachers.

As a follow up activity, I am looking into organising an excursion for Years 1 - 4 to visit the Tamala Park landfill site in Term 4. This will cement the students' learning about what happens to their waste once it goes in the bin. There is an Education Centre at Tamala Park with demonstrated projects for recycling. This includes worm farming, composting, sheet mulched garden beds, creative art work from junk and more.

There is the possibility of applying for a grant from the MRC for up to \$500 to cover the cost of bus hire. I have spoken to Mrs Evans and she is very keen to lead the excursion (with the help of other teachers too). She told me the students are very keen to "go see the tip"!

The P&C discussed this and the consensus was that it is a great idea. Mrs Evans may wish to take years 1 & 2 as part of her science program. Mrs Evans/ Tracey Chapman can perhaps discuss the excursion with the year 3 and 4 teachers to see if there is interest in those classes.

7f. Uniform shop treasurer

Claire Gray and Kelly Kennington are looking to leave their roles this year. For 2017 the P&C need at least 2 people to put their hand up for this. There has been no volunteers to date.

Anyone interested is urged to put their hand up. It is a great way to get to know parents and children at the school. The uniform shop staff are often the first current school parents to meet new school parents and it is a nice role to have. The uniform shop can open at days/times of your choosing. Mid week deliveries will continue to be done by Narelle and the treasurer will be Roxanne.

Current bank balance is \$6,427.44.

New faction shirts – these will be ordered in the next few weeks so that they are in faction colours with the faction name and are similar in design to the new school shirts.

Teachers and some parents have requested adult sized faction shirts. The uniform shop is considering this.

7g. Canteen Treasurer

Balance of bank account \$3,839.84 at 31 July 2016. August was a successful month due to the hard work put in by Melanie Lloyd and the running of the cake stall at the faction carnival by Maria Bertolucci.

As the garden grows, as items are ready to harvest, the canteen will be selling organic, fresh produce in the mornings – beetroot, broad beans and lettuce should be ready shortly for purchase from the canteen.

7h. Fundraising

The Fathers Day Stall was a success raising approximately \$1,700 after expenses.

School disco is Friday week, 16 September. This is a children only disco with some parents and teachers supervising children in the undercover area. There will be 2 separate age groups at different times, a DJ and glow products. Details in today's newsletter and more information as to ticket purchases and online ordering to come.

A sausage sizzle is expected to be held by Melanie Lloyd in the break between the 2 age groups discos, with items available for pre-purchase online and a small amount of items for sale on the night.

The Downs Pharmacy & News would like to give some ongoing support.

Ryan Tan from the Downs Pharmacy & News has very kindly offered the following:

- For September and October The Downs Chemmart pharmacy will donate part proceeds for the sale of all Chemmart branded products.
- Also visit us on face book <https://www.facebook.com/TheDownsChemmartPharmacy> and for every new like we will donate \$1 to the school up to \$500.
- Lastly when you make a purchase let us know you are from the school to go in the running for a \$150 dinner voucher. Have a night out on us.

Rachel Wenham will liaise with Ryan Tan over this offer and we will communicate by email when the offer is open.

8. New business

Interschool carnival

Claire Gray mentioned that we could hold a raffle at the carnival – perhaps a bike. Suggested that we could perhaps hold this off for the Luita Street fair.

Alice Mrazek-Scriven kindly offered to donate a bike or bike voucher from **Scarborough Beach Cycles** (corner Scarborough Beach Road and West Coast Highway) to have as a raffle prize at the Luita Street Fair. She will liaise with the year 6 teachers over this.

Next meeting: Tuesday 25th October 2016. There will be a final 2016 P&C meeting in early December.