

**CHURCHLANDS PRIMARY SCHOOL
PARENTS AND CITIZENS' ASSOCIATION INC.
MINUTES OF A GENERAL MEETING
Tuesday 15 September 2020, 7:00pm, Library**

ATTENDANCE

- Attendance record on file.

1. WELCOME – PRESIDENT (Alischa Adam)

2. APOLOGIES

- Hayley Sims
- Jemma Weidinger

3. CONFIRMATION OF THE MINUTES FROM PREVIOUS GENERAL MEETING

Resolution: That the minutes of the General Meeting of Churchlands Primary School P&C Association held on 11 August 2020 at 7:00pm be taken as a true and accurate record. Carried

4. RATIFICATION OF MINUTES FROM EXECUTIVE MEETING

Resolution: That the minutes of the Executive Meeting of Churchlands Primary School P&C Association held on 26 August 2020 be taken as a true and accurate record. Carried

5. CORRESPONDENCE IN/OUT (Karen Ariyaratnam)

Incoming

- Bank statements.
- Email from Michael Hallam (Bellcourt Property Group) re: sponsorship opportunities.
- Email from Natanael Costea re: hand sanitiser fundraising opportunity.
- Bankwest updates to Express Commercial Deposit (ECD) bags.

6. CALL FOR OTHER BUSINESS FOR TONIGHT'S MEETING

6.1 Offer to Provide Sponsorship – Michael Hallam of Bellcourt Property Group

- Rebecca Brown received an email from Michael Hallam regarding opportunities for Bellcourt Property Group to provide sponsorship.
- The P&C has a Sponsorship Policy that has been approved by the School Board.
- The opportunity for Michael to provide a coffee van service to parents at a school event would probably have to wait till Phase 5 has been implemented.
- Sponsorship of book awards could go through the school and the sponsorship could be advertised in the school newsletter.
- Alischa and Kim will have further discussions about this sponsorship opportunity.

7. PRESIDENT'S REPORT (Alischa Adam)

- See attached report.
- Highlights include:
 - The P&C has not been able to move forward with the 2020 events calendar due to the delay in moving to Phase 5.
 - We have had meetings with the Class Reps via Zoom to identify some events that we could organise for Term 4, such as fresh produce fundraisers. The idea of having a school disco, possibly with a Halloween theme, was also discussed at the Class Rep meetings and was supported by quite a few Class Reps.

- The teachers and staff have been invited to participate in our 55th Anniversary Buy A Brick fundraiser and the closing date will be extended to allow them to place their orders.
- We will be moving forward with the 55th Anniversary Tea Towel fundraiser where each student will be able to draw a picture of themselves and write their name, and these will be arranged on a commemorative tea towel.
- The Lapathon will be held on Thursday and Friday this week, with the funds going towards the purchase of new faction tents.
- There will be a school Busy Bee on Sunday 20 September (2-4pm) so we encourage as many families as possible to come to the school to help tidy up the school grounds.
- The P&C will be providing a presentation at the kindy orientation about how the P&C works, how parents can get involved and how they can support us. An overview of the P&C events calendar will also be provided.
- The P&C has had some discussions with the school about its interest in finding potential shade and shelter solutions for students to use while eating their recess and lunch. Providing shelter for Rooms 3 and 4 is also an area of interest for the P&C.
- The P&C's ability to fund large projects has been limited as we have not been able to undertake a lot of our usual fundraising activities this year. We also need to manage our funds carefully to ensure that the canteen can continue to operate, especially with changes to the JobKeeper payments in the next few months.
- Another fundraising activity that the P&C is considering, is to sell booklets of Reverie Coffee Vouchers that could be used for coffee or ice creams. Each booklet would have 10 vouchers and could be used at the Reverie Coffee shops at Herdsman and/or Woodlands.
- Cake stalls could be re-instated in Term 4 once Phase 5 is implemented, with the possibility of having a Christmas cake stall before the Christmas Concert.

8. TREASURER'S REPORT (Hazel Chin)

- See attached report.
- Highlights include:
 - The cash balance in the P&C Main Account is \$28,080, with \$4,000 being netball funds and \$6,070 being DUCKs funds. Some of the funds have also been allocated to the Year 6 graduation and the Buy a Brick Fundraiser. Therefore, the amount of available funds is approximately \$10,000-\$12,000.
 - The cash balance in the Uniform Shop Account is \$17,394.
 - The receipts into the P&C Main Account were for the Buy A Brick Fundraiser (\$2,050), cake stalls (\$2,247) and netball registrations (\$358).
 - The main payments from the P&C Main Account were for netball expenses (\$160) and the Teacher Thank You Coffee expenses (\$60).
 - The Bunnings Sausage Sizzle raised \$763 for the DUCKs.

9. PRINCIPAL'S REPORT (Kim Fraser)

- See attached report.
- Highlights include:
 - Kim would like to meet with the Class Reps once a term to foster open communication between the school and parents. Kim is hoping to schedule the first meeting for Week 1 of Term 4.
 - The new Business Plan has been printed and will be available electronically. A limited number of hard copies will be available through the school.

10. CANTEEN REPORT (Philippa de Morton)

- See attached report.
- Highlights include:

- The current canteen account balance is \$46,740.
- The Athletics Carnival Lunch Special was successful, with 172 pizzas ordered.
- The canteen will continue to receive JobKeeper payments till the end of September. After this time, we will need to re-apply for JobKeeper if we qualify under the new requirements.
- The canteen might run another pizza lunch special on the last day of term.
- Parent volunteers at the canteen might be re-introduced once Phase 5 has been implemented.

11. UNIFORM SHOP REPORT (Noriko Suizu)

- The Uniform Shop operations have been going smoothly and it has been business as usual.
- There are two new volunteers at the Uniform Shop.
- Noriko is currently getting ready for the special open days for the parents of children moving to pre-primary in 2021.
- There is adequate stock of kindy t-shirts.
- There is the possibility of selling the Churchlands Primary School 50th Anniversary Cookbook at the Uniform Shop for \$10.

12. FATHERING PROJECT REPORT (Matt Rainbow)

- See attached report.
- Highlights include:
 - The DUCKs held a dads' event at the driving range on Thursday 27 August. The event was attended by 16 dads.
 - The Bunnings Sausage Sizzle was a successful fundraiser which raised \$763. A total of 29 dads helped on the day. The DUCKs were required to follow stringent rules set out by Bunnings and sales were affected by the sausage sizzle being located near the garden area.
 - Special thanks to the Allen family for cutting all the onions for the sausage sizzle.
 - The DUCKs have funded two Constable Care Safety School sessions for the 30 September and 8 October.
 - Special thanks to Lex Brickland for coming up with the idea for the DUCKs to host the Constable Care Safety School sessions and for organising the events.
 - Thanks to Kim for providing approval for the DUCKs annual camp out to proceed on Saturday 21 November. The DUCKs Camp Out Committee will have a meeting tomorrow.
 - The DUCKs are planning a dads' golf day at the Wembley Golf Course for Sunday 1 November.

13. NETBALL REPORT (Gemma Taylor)

- See attached Netball Committee minutes.
- Highlights include:
 - The netball teams have completed their grading games and the Year 2 Diamonds and Year 2/3 Sapphires moved down; Year 4 Jades moved up; and the Year 5, Year 5/6 and Year 6 teams remained in their grade level.
 - Thanks to Kim for organising the installation of the netball poles at no cost to the CPS Netball Club. Kim will ask Bill to lower one of the rings to the lowest setting.
 - The end of season wind ups will be held as separate team events.
 - Trophies will be ordered for all players and will be available for the wind ups.
 - The school community is encouraged to buy tickets for the Netball Community Raffle which is being run by Netball WA. 60% of sales will be returned to the CPS Netball Club when "Churchlands Primary School" and "Perth Netball Association" are selected when purchasing the raffle tickets.

- Some of the current teams will be participating in the Spring Netball Season and although the spring competition is not through the CPS Netball Club, teams will be allowed to use the uniforms and netball kits.

14. BUSINESS ARISING FROM PREVIOUS MEETINGS

14.1 55th Anniversary School Brick Fundraising Project

- The closing date for the 55th Anniversary School Brick Fundraiser has been extended to allow teachers and staff to purchase a brick.
- The order will be submitted to the paving brick company once the names have been checked.
- The engraved pavers will be laid in the area on the northern side of the basketball court before the end of Term 4. Thanks to Gemma for offering to lay the new engraved pavers.

14.2 55th Anniversary – Tea Towel Fundraiser

- Thanks to Jemma who has done an amazing job to organise the tea towel fundraiser.
- The cards, pens and class lists are now available for Class Reps to collect from reception.
- Class Reps might be able to liaise with the teachers to see if the children can do their drawings at school.

14.3 Lapathon

- The Lapathon will be held this week.
- The Kindy/Pre-primary students will have their Lapathon at 2-3pm on Thursday.
- The Year 1 and 2 students will have their Lapathon at 9:45-10:45am on Friday.
- The Year 3 and 4 students will have their Lapathon at 12-1pm on Friday.
- The Year 5 and 6 students will have their Lapathon at 2-3pm on Friday.
- Thanks to Mr Howesmith and the Music Team for organising the music for these events.
- Each student will have a special QR code which will be scanned after each lap has been completed and these will be used to record the number of laps completed. A faction point will be awarded for each lap.
- The goal is to raise \$10,000 to purchase four new faction tents.
- Sponsorship money will need to be paid through Qkr! by Monday 19 October to be included in the raffle.
- Students will be issued with a raffle ticket for every \$5 raised.
- The prize draw will occur at the virtual assembly on Friday 23 October.
- Thanks to Rochelle and Gemma for laminating all the QR codes for every student.

14.4 Junior Bike Rack

- An area within the existing bike racks has been marked off for junior school students to use.
- The children have been educated on safety in this area and the older students have been asked to be considerate of the younger students that use the bike racks.

15. GENERAL BUSINESS

15.1 Adopt Graduation Committee Terms of Reference

- Rochelle has drafted the Terms of Reference for the Graduation Committee.
- Kim has requested that a change be made to the Terms of Reference and the revised Terms of Reference will be circulated with the agenda for the next meeting. The Terms of Reference will be ratified and adopted at the next meeting.
- The Responsibilities of the Graduation Committee were read out at the meeting.
- The Terms of Reference for every sub-committee of the P&C needs to be defined as per the 2019 P&C Association Constitution.
- The Graduation Committee Members that were elected at the meeting are:
 - Rochelle Swan – Sub-committee Convener & Year 6 Class Rep
 - Kristie Downing – Sub-Committee Secretary

- Amanda Procter – Sub-committee Treasurer
- Benita Di Giovanni – Year 6 Class Rep
- Simone Hansen – Year 6 Class Rep
- Connie Trinh – Year Book Coordinator
- Charmaine Buddle
- Allison Bulseco
- Lauren Shepherd
- Helen Skead
- Julie Shackleton
- Karen Liddell
- Vivienne Travlos
- Rochelle Swan has put forward a nomination for the position of Executive Member on the Graduation Committee and her nomination was accepted.

Resolution: That Churchlands Primary School P&C accepts the nominations for the Graduation Committee Members as listed above and Rochelle Swan as Executive Member on the Graduation Committee. Carried

15.2 Update on Graduation Activities

- The Graduation Committee has been making plans for the Year 6 excursion to Bold Park Aquatic Centre, which will be on the last Wednesday of Term 4.
- The excursion is run in conjunction with the school, where the school organises the venue, lifeguards and inflatables and the Graduation Committee organises the catering.
- There will be a photo booth at the graduation.
- A graduation year book will be organised with ½ a page allocated for each student.
- There will be a picnic dinner for the Year 6s and their families at Matilda Bay on the last day of school.
- The graduation assembly will be held in Week 10 on the Monday night, and there will not be a requirement for food or refreshments to be provided by the Year 5 cohort.

15.3 Shade and Shelter Structures and Solutions – Discussion and Community Feedback

- The P&C would like to identify the biggest needs for shade and shelter structures at the school, as the lack of shade for children while they are eating during recess and lunch has been a concern for a number of parents.
- There is also ongoing concern about the need for shade for Rooms 3 and 4. A shade sail on the western side of Room 3 would help to protect this classroom from the western sun.
- It's great that the school has found a shade solution for the Kiss and Drop area, where shade umbrellas will be installed.
- A potential shade solution is to install shade structures in the area between the undercover area and basketball court. This would involve constructing a retaining wall on the western side of the basketball court and levelling out the land between the basketball court and the undercover area so that shade sails or umbrellas could be installed. This project would provide additional space for parents when they attend assemblies and also provide shade for students to use during recess and lunch. Kim will look at getting quotes for this project.
- The work to level out the land and build a retaining wall would need to go through Programmed, as it is structural. Works over \$20,000 also need to go through Programmed.
- The issue of playgrounds will be put on the agenda for the next P&C meeting.

15.4 World Teachers' Day Breakfast

- The P&C will host the World Teachers' Day Breakfast on Friday 16 October (first Friday of Term 4).

- A call for donations of breakfast items will go out to the school community through “Sign Up” in the next week.
- Rochelle will set this up using “Sign Up” and Gemma will assist, so that the knowledge of how to use “Sign Up” is transferred to other Executive Members.

15.5 Jabiru Mango Fundraiser

- Churchlands Primary School P&C Association has successfully registered to participate in this year’s Jabiru Mango Fundraiser.
- A fundraising pack from Jabiru will be sent to the P&C in the next few weeks.
- 10kg boxes of Western Australian Kensington Pride or R2E2 mangoes will be priced at \$35 for the P&C and resold for \$45 to families. The P&C will receive \$10 per box.
- Orders will be placed online through the Jabiru website, however volunteers will be required to distribute the mangoes when they are delivered to the school.
- Thanks to Gemma who has kindly volunteered to coordinate the Jabiru Mango Fundraiser. An additional volunteer will be required to help with the distribution of the mangoes when they arrive at school.

15.6 Egg Fundraiser

- Thanks to Natalie Romano who has provided information about options for the P&C to hold a fundraiser through Levi’s Eggs.
- The eggs would be sold as a tray of 30 free-range eggs.
- The most cost-effective option for this fundraiser is to have the eggs delivered to the school for parents to collect at nominated times. The collection times could be staggered by year groups to help manage the number of parents onsite and avoid over-crowding issues.

15.7 School Disco for Term 4 - Discussion

- It is possible that the Student Councillors will be organising a school disco for the junior year group.
- Kim will need to speak to Mr Howesmith prior to a decision being made about whether a school disco can be organised by the P&C in Term 4.

15.8 Scholastic Book Fair

- The Scholastic Book Fair will take place in Week 7 of Term 4.
- The theme for this year’s Book Fair is “Arctic Adventure”.
- The Scholastic Coordinators would like to request \$50 to purchase decorations to be able to decorate the library for the Book Fair.

Resolution: That the P&C will spend \$50 on decorations for the Scholastic Book Fair. Carried

15.9 Year 6 Musical

- The Year 6 Musical is next week.
- The Year 6 parents and all the children are excited that the event is going ahead.
- There will be extra performances, as the ticket sales are limited to 84 tickets per night, to allow for social distancing.
- No supper will be provided for the Year 6 Musical this year due to COVID-19.

16. NEXT MEETING DATE: Tuesday 3 November 2020, 7:00pm, Library

MEETING CLOSED: 9:00pm

P&C President's Report

September 2020

Fundraising activities for Term 3 are continuing but the delay of Covid Phase 5 has meant that we have not been able to progress with some of the activities that we would have liked to reinstate like the regular Cake Stalls, selected social events and the annual Wembley Downs District Fair which has been cancelled this year.

We have been working with our Class Reps to identify activities that could be implemented quickly and easily in Term 4 and that meet social distancing requirements. Currently we are looking at fresh produce type fundraisers with local suppliers, like mangoes, which were popular last year, and free range organic eggs.

There was strong interest from the younger years reps to organise a school disco as there have been limited social opportunities for them this year. We are still hoping that we may be able to organise one before the end of school if Phase 5 is announced and we will start exploring options to hold this so that we are ready to implement if Phase 5 is announced.

The 55th Anniversary Buy A Brick Promotion has proved popular and we have had 68 families buy a paving brick to date. We are also inviting Teachers and Staff to participate in the promotion as it's a great opportunity for them to commemorate their time at the school as well. We are extending the closing date to give teachers and staff some time to buy their bricks before we close off.

We are progressing with the 55th Anniversary Commemorative Tea Towel for the end of the year where all students will be invited to draw a picture of themselves and all 500 plus students and their names will be featured on the tea towel. This will be available just in time for Christmas orders for family and grandparents.

September is a busy month before the school holidays start with the Annual Lapathon taking place on Friday 18 September and a School Busy Bee on Sunday 20th September. The Lapathon has traditionally raised around \$10,000 in past years and at the last P&C meeting we voted to allocate the funds raised to pay for four new faction tents that have been on the school wish list for some time.

We will be presenting an information session about the P&C to new families at the Kindy Orientation to help new parents understand the role of the P&C, our calendar of events and how they can get involved.

We have flagged our interest with the Principal in exploring shade and shelter solutions for students for recess and lunch activity and research options for Room 3 and Room 4 as a potential focus for the next large fundraising project. Kim has recently sourced some shade solutions for the Kiss 'n Ride shade umbrellas which are relatively low cost to other options in the past and provide a solution that is worth investigating. This project and other suggestions by members of the school community will be shared in a survey that will help us identify priority areas for future fundraising and community building social events for the new year.

Unfortunately our funds available to fund large projects in 2020 are currently limited by the restrictions we have faced with fundraising activity during Covid. The School Canteen is only just breaking even with current JobKeeper payments and as this decreases over the remaining months of the year, we need to be cautious and ensure that we have sufficient funds to support the Canteen operations.

We are hoping that the remaining fundraising activities as well as some new ones under consideration will provide some more funds for wish list projects in 2021. The results of the survey will help us identify any new high priority community needs that we need to take into consideration for our planning for 2021.

The P&C Executive is already planning out the 2021 calendar and scheduling a number of regular activities that could not be implemented this year as well as new initiatives in conjunction with our Class Reps. The survey will also give families of the school the opportunity to suggest new community activities that they would be interested in.

Regards,

Alischa Adam

P&C President
Churchlands Primary School

Churchlands Primary School P&C

Treasurer's Report –31st AUGUST 2020

Cash Balance

	1 st Aug 2020	31 st Aug 2020	Movement
P&C Main Account	\$23,684.17	\$28,080.84	\$4,396.67
Uniform Shop Account	\$18,634.88	\$17,394.85	-\$1,240.03
Cash Balance	\$42,319.05	\$45,475.69	\$3,156.64

Receipts

Receipts from to 1st to 31st of August 2020 comprised of -

Main Account	
Cake stalls	\$2,247.45
Netball registration	\$358.02
Fundraising - Bricks	\$2,050.00

Uniform Shop Account	
Uniform Sales – Online canteen	\$1,186.46
Uniform Sales - EFT	\$1,324.27
Uniform Sales - Cash	\$170.00

Payments

Payments from 1st to 31st of August 2020 comprised of –

Main Account	
Netball Expenses	\$160.60
Merchant Fees	\$38.20
Coffee Fundraising Expenses	\$60.00

Uniform Shop Account	
Uniform Stock	\$ 3,920.76

Netball Funds

Funds available @ 31 st August 2020	\$4,000.08
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DUCKS Funds

Funds available @ 31 st August 2020	\$6,070.96
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Churchlands P&C Actuals 2020

Date: 31/8/2020

Annual Cashflow -	Account Code	Jan-2020	Feb-2020	Mar-2020	Apr-2020	May-2020	Jun-2020	Jul-2020	Aug-2020	Sep-2020	Oct-2020	Nov-2020	Dec-2020	Totals
Receipts:														
P&C Contribution	4-1010	-	27,300.00	200.00	-	200.00	600.00	-	-	-	-	-	-	28,300.00
P&C Memberships	4-2000	-	47.00	-	-	8.00	3.00	1.00	-	-	-	-	-	59.00
Booklist Commission	4-3005	-	-	-	-	-	-	-	-	-	-	-	-	-
Welcome Picnic	4-3012	-	1,520.00	-	-	183.00	-	-	-	-	-	-	-	1,703.00
Cake Stalls	4-3020	-	-	-	-	-	-	-	2,247.45	-	-	-	-	2,247.45
School Year Events	4-3023	-	-	-	-	-	-	-	-	-	-	-	-	-
Scholastic Books	4-3024	-	-	-	-	-	-	-	-	-	-	-	-	-
Lapathon	4-3025	-	-	-	-	-	-	-	-	-	-	-	-	-
Netball Registration	4-3026	-	179.01	9,230.21	-	179.01	358.02	-	358.02	-	-	-	-	10,304.27
Netball Match Fees Refund	4-3027	-	-	-	-	-	-	-	-	-	-	-	-	-
Netball Cake Stall	4-3028	-	-	-	-	-	-	-	-	-	-	-	-	-
Lapathon Colour Run Teeshirts	4-3029	-	-	-	-	-	-	-	-	-	-	-	-	-
Entertainment Books	4-3030	-	-	-	-	-	-	336.00	-	-	-	-	-	336.00
Netball - Grant Received	4-3031	-	-	-	-	-	-	-	-	-	-	-	-	-
School Staff Farewell Contribution	4-3034	-	-	-	-	-	-	-	-	-	-	-	-	-
Easter Raffle	4-3035	-	-	-	-	-	-	-	-	-	-	-	-	-
Bogan Bingo	4-3061	-	-	-	-	-	-	-	-	-	-	-	-	-
Wembley Downs Fair	4-3075	-	-	-	-	-	-	-	-	-	-	-	-	-
Sausage sizzles	4-3085	-	-	-	-	-	-	-	-	-	-	-	-	-
Fundraising - School	4-3000	690.00	-	-	-	1,584.00	1,193.50	2,000.00	2,050.00	-	-	-	-	7,517.50
Workshops	4-3095	-	-	-	-	-	-	-	-	-	-	-	-	-
Graduation	4-4018	-	-	-	-	-	-	-	-	-	-	-	-	-
DUCKS - Camp Out	4-4019	-	-	-	-	-	-	-	-	-	-	-	-	-
Fathering Project - DUCKS	4-4022	-	-	-	-	-	-	-	-	-	-	-	-	-
FDMSA Payment	4-4028	-	10,880.40	1,580.70	-	1,912.10	1,685.18	1,241.98	1,324.27	-	-	-	-	18,624.63
Movie Event	4-4031	-	-	-	-	-	-	-	-	-	-	-	-	-
Year 6 Drama Show	4-5010	-	-	-	-	-	-	-	-	-	-	-	-	-
Social Event	4-5016	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	4-7000	-	-	-	-	-	10.00	-	-	-	-	-	-	10.00
Donations to P&C	4-7500	-	-	-	-	-	-	100.00	-	-	-	-	-	100.00
Credit Interest / Bank Credit	4-8000	-	-	-	45.00	39.05	-	-	-	-	-	-	-	84.05
Total Receipts		690.00	39,926.41	11,010.91	45.00	4,105.16	3,849.70	3,678.98	5,979.74	-	-	-	-	69,285.90

Churchlands P&C Actuals 2020

Date: 31/8/2020

Payments:													
Bank Charges	6-1100	-	-	-	-	-	-	-	-	-	-	-	-
Churchlands Primary School - Donations	6-1300	-	-	-	-	-	862.35	1,045.15	60.00	-	-	-	1,967.50
9R Shed	6-1305	-	-	-	-	-	-	-	-	-	-	-	-
Churchlands Primary School - Lexile Books	6-1314	-	-	-	-	-	-	-	-	-	-	-	-
Scholastic Books	6-1316	-	-	-	-	-	-	-	-	-	-	-	-
Basketball Court Resurfacing	6-1322	-	-	-	-	-	-	-	-	-	-	-	-
Creative Play Space	6-1323	-	-	-	-	-	-	-	-	-	-	-	-
Electronic Signage	6-1324	-	-	-	-	-	-	-	-	-	-	-	-
2020 Resources	6-1325	-	-	30,700.00	-	-	-	-	-	-	-	-	30,700.00
Welcome Picnic	6-1350	1,245.00	1,245.00	89.40	-	-	-	-	-	-	-	-	2,579.40
CBA Merchant Fee	6-1364	44.18	35.00	72.05	35.10	35.00	48.06	44.40	38.20	-	-	-	351.99
FDMSA Fee	6-1365	83.97	144.70	143.52	63.04	52.00	54.68	-	-	-	-	-	541.91
FDMSA Refund	6-1366	-	-	-	-	-	-	-	-	-	-	-	-
Transfer Uniform Shop Eftpos Sales	6-1367	-	10,025.20	1,783.00	-	1,718.10	1,085.58	2,005.17	1,324.27	-	-	-	17,941.32
Transfer Canteen Eftpos Sales	6-1368	-	-	652.90	-	-	-	-	-	-	-	-	652.90
Lapathon	6-1450	-	-	-	-	-	-	-	-	-	-	-	-
Netball Fees	6-1465	-	-	-	-	-	2,340.00	4,247.70	160.60	-	-	-	6,748.30
Netball Expenses	6-1466	-	-	-	-	-	938.16	-	-	-	-	-	938.16
Insurance charges	6-1500	-	-	-	-	-	1,441.00	-	-	-	-	-	1,441.00
Sausage sizzles	6-1550	-	-	-	-	-	-	-	-	-	-	-	-
Cake Stall Expenses	6-1555	-	-	-	-	-	-	-	-	-	-	-	-
DUCKS - Camp Out Expenses	6-1559	450.00	-	-	-	-	-	-	-	-	-	-	450.00
Fathering Project DUCKs Expenses	6-1560	-	-	-	-	-	-	440.00	-	-	-	-	440.00
School Year Events	6-1661	-	-	-	-	-	-	-	-	-	-	-	-
Social Event - Quiz Night	6-1662	-	-	-	-	-	-	-	-	-	-	-	-
Graduation	6-1675	-	-	-	-	-	-	-	-	-	-	-	-
Bogan Bingo Expenses	6-1686	-	-	-	-	-	-	-	-	-	-	-	-
Workshops	6-1690	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	6-1700	-	-	-	-	-	-	-	-	-	-	-	-
School Staff Farewell Expenses	6-1730	-	-	-	-	-	-	-	-	-	-	-	-
Brick Pavers	6-1750	-	-	-	-	-	-	-	-	-	-	-	-
ANZAC Expenses	6-1810	-	-	-	-	-	-	-	-	-	-	-	-
WACSSO Membership	6-2300	-	-	-	-	-	729.19	-	-	-	-	-	729.19
Conferences	6-2400	-	-	-	-	-	-	-	-	-	-	-	-
Administration expenses	6-2500	-	-	211.00	-	-	252.93	-	-	-	-	-	463.93
Year 6 Drama Show	6-2600	-	-	-	-	-	-	-	-	-	-	-	-
Fundraising Expenses	6-2700	-	-	-	-	-	-	-	-	-	-	-	-
Movie Event	6-3004	-	-	-	-	-	-	-	-	-	-	-	-
Building Fund	6-3003	-	-	-	-	-	-	-	-	-	-	-	-
Total Payments		1,823.15	11,449.90	33,651.87	98.14	1,805.10	7,751.95	7,782.42	1,583.07	-	-	-	65,945.60

[illegible]

Bank Reconciliation

Churchlands Primary School P&C
P&C Main Account
31/08/2020

Opening Cash Account Balance	<u>1/08/2020</u>	\$ 23,684.17
Add: Receipts		5,979.74
Less: Payments		1,583.07
Closing Cash Balance	<u>31/08/2020</u>	28,080.84 A
Closing Balance of Bank Account	<u>31/08/2020</u> (as per bank statement)	28,080.84
Add: Receipts not banked (refer detailed listing below)		
Less: Cheques written but not presented (refer detailed listing below)		0.00
		28,080.84 B
Difference (A-B)		<u>0</u> Note: 'A' must equal 'B'

List of Receipts not Banked as at 31/08/2020

Item	Amount	Date banked
Total	0.00	

List of Cheques not Presented at *[insert date]* 31/08/2020

Payee	Chq. No.	Amount	Date presented
Total		0	

Churchlands P&C Uniform Shop Actuals 2020

Date: 31/08/2020

Annual Cashflow -	Account Code	Jan-2020	Feb-2020	Mar-2020	Apr-2020	May-2020	Jun-2020	Jul-2020	Aug-2020	Sep-2020	Oct-2020	Nov-2020	Dec-2020	Totals
Receipts:														
Miscellaneous	4-5000	-	-	-	-	-	3,984.00	-	-	-	-	-	-	3,984.00
Cash Sales	4-5001	800.00	950.00	223.10	-	-	-	100.00	170.00	-	-	-	-	1,443.10
OOB / Quickclick Uniform	4-5002	-	4,162.01	445.44	-	6,476.28	3,476.60	1,150.48	1,186.46	-	-	-	-	16,897.27
Leavers Jumpers	4-5003	-	6,342.50	-	-	100.40	-	-	-	-	-	-	-	6,442.90
Voice Shirts	4-5004	-	140.00	105.00	-	70.00	-	-	-	-	-	-	-	315.00
Eftpos Sales	4-5005	-	10,025.20	1,783.00	-	2,153.10	1,150.58	2,005.17	1,324.27	-	-	-	-	18,441.32
Rain Jackets	4-5006	-	-	-	-	1,371.00	-	-	-	-	-	-	-	1,371.00
Bogan Bingo ticket sales	4-3061	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Receipts		800.00	21,619.71	2,556.54	-	10,170.78	8,611.18	3,255.65	2,680.73	-	-	-	-	48,894.59

Payments:													
Miscellaneous	6-2100	-	63.90	-	-	-	53.00	-	-	-	-	-	116.90
Shops for Shops	6-2101	-	-	-	-	-	-	-	-	-	-	-	-
Perm a Pleat	6-2102	-	-	-	-	-	2,020.92	-	-	-	-	-	2,020.92
Scope Sportswear	6-2103	-	-	-	-	-	-	-	-	-	-	-	-
Skye Group	6-2104	-	-	-	-	-	-	-	-	-	-	-	-
Aussie Gold	6-2105	-	-	-	-	-	-	-	-	-	-	-	-
Computer Badge Embroidery	6-2106	-	-	-	-	-	-	-	-	-	-	-	-
School Products Australia	6-2107	-	-	-	-	-	-	-	-	-	-	-	-
Optus	6-2108	-	-	-	-	-	-	-	-	-	-	-	-
Spartan	6-2109	-	2,557.93	-	-	1,462.43	1,465.84	-	2,073.25	-	-	-	7,559.45
PMM / Wanneroo Uniforms	6-2090	-	5,005.06	8,970.20	-	5,532.50	6,569.27	3,049.12	1,847.51	-	-	-	30,973.66
Total Payments		-	7,626.89	8,970.20	-	6,994.93	10,109.03	3,049.12	3,920.76	-	-	-	40,670.93

[illegible]

Bank Reconciliation

Churchlands Primary School P&C
P&C Uniform Shop Account
31/08/2020

Opening Cash Account Balance	<u>1/08/2020</u>	\$	
			18,634.88
Add: Receipts			2,680.73
Less: Payments			3,920.76
Closing Cash Balance	<u>31/08/2020</u>		17,394.85 A
Closing Balance of Bank Account	<u>31/08/2020</u>	(as per bank statement)	17,394.85
Add: Receipts not banked (refer detailed listing below)			0.00
Less: Cheques written but not presented (refer detailed listing below)			0.00
			17,394.85 B
		Difference (A-B)	<u><u>0</u></u> <i>Note: 'A' must equal 'B'</i>

List of Receipts not Banked as at 31/08/2020

Item	Amount	Date banked
Total	0	

List of Cheques/Payments not Presented at 31/08/2020

Payee	Chq. No.	Amount	Date presented
Total		0	

PRINCIPALS REPORT P & C 15.9.2020

We can't believe we are nearly at the end of Term 3!!

We are gearing up for a super busy yet exciting Term 4

- Year 6 Camp
 - DUCK'S Camp Out
 - Sustainability Sleep over and planting session
 - Kindy and PP orientations days
 - Christmas Community Concert
 - Awards Ceremony
 - Graduation Ceremony
-
- Thanks to the P & C for purchasing the Athletics Tents. Mr Marshall is over the moon.
 - We will be getting shade near the Kiss n Drop thanks partly to a grant we received.
 - Netball rings were installed.
 - Bikes racks have been modified to suit all students. Discussion with children on safety in this area about sharing/caring for the younger students. Seats have been removed from this area. Request went out to other schools for any spare bike racks.

School Board Meeting 7.9.20

- Car Park Issues - Where are we up to.
 - Senior traffic engineer, and road safety officer from Council of Stirling
 - COS Data suggested not a major problem – not what the Police Vehicle Cross Walk data shows.
 - Only optional solution provided by COS was to install a Kiss and Ride on Mountainbell
- Discussion/brainstorming of possible solutions
 - Board and P & C – letter and media engagement
 - Petition to the government
 - Cambridge local government – begin discussion with them re alternatives on their side of the road.
- **Positive Behaviour Plan** is being reviewed – focus on a whole school narrative and language. Moving towards positive language not negative. In the initial phase of engagement with staff. There will be Board involvement as part of their portfolios.
- **Evacuation**
 - New plan has been developed by a professional group. This will be implemented in Term 3.
 - Bi Annual Whole School Survey – Students, Staff and Parents
 - Survey to be carried out in term 4
 - Move to providing 'what could we do to improve' rather than focusing on the negatives.
 - Questions and format discussed and Board member to look at format to make it more user friendly.
 - CCTV – government has been investigating this for all schools. As it a security system the department needs to install and monitor this.
 - Constable Care – While CPS sees this as a valuable program, CPS are currently ensuring that excursions are planned and closely aligned to our directions ensuring teaching/learning time is not affected. Great idea for the DUCKS to sponsor this relevant learning program.
- Assessments
 - CPS Assessment schedule shared in newsletter.
- Principal would like to meet with the Class Reps once per term to build on open communication. SB members were invited to attend.
- Possible creation of a termly social engagement between executive and P & C
- Kindy Orientation – Chair to represent the Board.
- Business Plan has gone to the printers. Will go out to community once finalised.



Churchlands
Primary School

Canteen Report 15th September 2020

Current Canteen Account Balance \$46740.62

Canteen Operation

We have added after lunch sales on a Friday, run by the Year 6's.

Other operations remain the same. Operation will be reviewed following a move to Stage 5 restrictions.

Job Keeper

We have been receiving the Job Keeper payments fortnightly. This will continue till the end of September.

At the end of September, we will need to reapply if we qualify under the new requirements.

Cashflow Stimulus

We have received our second Cashflow Stimulus payment. The remaining payment will be received in early October.

Special Events

The Athletics Carnival special was successful with 172 pizzas ordered.

Printer

New printer is working well.

Finances

The canteen financial report for June and July are attached.

August	Monthly Summary	
Total Deposits		14226.51
Totals Withdrawals		10599.53
Nett movement		3626.98
Deposits		
	Daily Takings	6034.75
	QuickCliq	8191.76
Withdrawals		
	Wages, PAYG & Super	7848.00
	Petty cash	1443.53
	Insurance	0.00
	Other	279.00
	Suppliers	1029.00

DUCKS Report – P&C Meeting 15.9.2020

Dads Driving Range Night

The Dads Driving Range Night was held at the Wembley Golf Course on 25th August. A small contingent of Dads attended (which may have had something to do with the Eagles playing) but it was a great social event.

Bunnings Sausage Sizzle

The Bunnings Sausage sizzle was again a successful fundraiser for Churchlands Primary. The sausage sizzle held Saturday 5th September raising \$763.52 for the school.

Sales were down on last year mainly due to the BBQ area placement which has moved down to the Garden section.

Thanks for all the 29 fathers who took time to help out and especially the Allen Family who again hosted the now traditional onion cutting event.

Constable Care

The DUCKs are supporting the Constable Care school safety event. Given the popularity we are now hosting two sessions:

- Wednesday 30th September (40 spots)
- Thursday 8th October (40 spots)

Places have filled fast with only 4 places remaining on the second session.

A massive thank you to Lex Brickland who has organised these events.

Camp-out

Thank you to Kim Fraser who has approved that we can proceed with the camp-out this year. Flyer has been produced and the Camp-out date will be Saturday 21st November 2020.

Camp-out committee are meeting tomorrow night 16.9.2020 to plan arrangements.

Dads Golf Day

We are working to book a Dads Golf day at the Wembley Golf Course on Sunday 1 November. Further details to follow.

CPS Netball Club Committee meeting 27/8/2020 MINUTES

In Attendance: Jess Vanson, Sandra Holmes, Tracy Jurg, Grady Addy

Apologies: Rebecca Payne, Claire De Franck, Shannon Hillin

Grading

- All years now complete
- **Yr 2 Diamonds:** moved down (Greyhounds to Huskies)
- **Yr 2/3 Sapphires:** moved down (Dachshunds to Greyhounds)
- **Year 4 Jades** moved up. Coach has Glandular fever and Ailsa McGregor taking over in interim until better. Playing well, haven't lost.
- **Year 5** nil changes
- **Year 6 and year 5/6** nil changes

Netball poles

- Installed next to blue court near oval by school- nil cost to CPS Netball Club. With thanks to Kim Fraser

End Season Wind Up

- **SEPARATE** team wind ups due to COVID-19. Team managers to organise. Previous years have done things like a park play with trophy presentation and pizza/juice/icecream or Wembley Food Court. Club to reimburse \$15/player /coach/manager to each team for food (please keep and provide receipts along with bank details).
- Medals from PNA and TROPHIES from club- JESS to order trophies and disseminate to team managers (Mangers please confirm players' Names).

Finances

- Raffle: to follow up by Grady COMMITTEE members please email P&C year reps the details and see if can get an email sent out. ? Churchlands Chatter
- \$3862 held by P&C

Coaching

- Zoe defence drills coaching assistance- Jess to provide

Spring Season

- Year 4 playing
- Year 2 diamonds playing
- Year 5 x2 teams (Ailsa's and other one formed with other school players)
- Yr 6 Opals
- Happy for uniforms and packs to be used and returned end of Spring season

2021 Season

- Jess may register club for Net program (year PP and year 1)