



Aveley Primary School P & C AGM Meeting Minutes

Date: 22nd June 2020

Meeting opened at *Minutes from last meeting were accepted as a true and accurate record.*

Present : Nyomi Prior, Melissa Roe, Peta Magonan, Kim Pieri, Melanie Cox, Sally Wulf, Michelle Murray, Caterina McKenzie, Sharni Baxter

Apologies: Helen Robinson, Emily Harman-Smith, Kaylah Behrandt

Agenda Item	Discussion	Action- Who?
Conflict of Interest		
1. Issues arising	<ul style="list-style-type: none">• Cat first the minutes from the previous meeting, Sharni second the previous minutes.	
2. Correspondence in	<ul style="list-style-type: none">• Nyomi advised we have received letters from WASCO, Jessica Shaw and fundraising.	
3. Principals Report	<ul style="list-style-type: none">•	
4. Presidents	<ul style="list-style-type: none">• Nyomi advised cookie dough orders went well, we made \$1044.00 from the orders.• Free dress and mothers day were unfortunately missed due to Covid.• Nyomi advised that our electorate for WASCO is the School Gardener, Nyomi advised that he will be invited to a meeting if and when required.	
5. General / New Business	<ul style="list-style-type: none">• Sharni advised the canteen has lost quite a bit of money due to Covid issues during Term 1 and part way through Term 2 but the canteen is running fairly well even though they are unable to sell ice creams and are only running 2 days a week.• Sharni advised all the affiliation fees have been opaid through WASCO and we received a discount as they were paid earlier• Helen has purchased a P&C laptop.• Michelle advised School photos will be held in week 7 of Term 2.• Sports Carnival has been moved to 23rd October and inter school has been moved to the 6th November.• Nyomi advised Laura and Kim were let go from the Canteen at the beginning of term due to the Covid issues, however Kim has been re-employed by the Canteen when they found out they were able to reopen, new contracts have been drawn up.	

- Kim advised the Canteen reopened in week 4
- Orders have increased significantly over the past few weeks,
- In term 3 they are looking at going back to cash orders at recess and also looking at putting ice creams back on the menu and possibly reopening on a Monday.
- Changes are being made to Friday specials due to lack of volunteers.
- Kim asked if they can purchase plastic bento boxes from woolworths instead of using the current cardboard boxes, they require around 30 boxes which are priced at \$15.00 each, Cat motioned for a maximum of \$450.00 to be spent on bento boxes.
- Kim asked if someone was available within the P&C or put out a request to the school community if Kim or Helen are unable to work on a particular day due to illness or appointments which would be paid.
- Nyomi asked Michelle if the admin girls would be able to send through P&C can be sent out in Connect.
- Nyomi advised we are not going to move the Fathers Day stall – it will still be run on the 25th and 26th August, there will be an option to run the Stall through lunchtime on the Wednesday. Nyomi advised they will need the under cover area on Monday 24th to set up the Fathers day stall.
- Sally and Kim have volunteered to purchase Fathers day stall products, we will need to recount the stock we have in storage currently.
- It was agreed \$2500 will be allocated to purchase Fathers day products.
- Cat suggested keeping a record of parents willing to volunteer in the school community so that P&C can send monthly emails to those parents asking if they are able to volunteer their times for Canteen, sports carnivals, Stalls.
- Nyomi advised that Canteen were given a \$10,000 cash flow boost and it was discussed that we will leave it until Term 4 to discuss where the extra funds will go.
- Cat suggested a fundraising opportunity could be students purchasing a brick to put their name or a drawing from them and then adding that into the amphitheatre building.
- Other fundraising suggestions would be including the School carnival, free dress days, selling school uniforms for \$5.00, free dress days, stalls.
- It was agreed that Uniform items will be sold for \$5.00 and school bags for \$10.00.
- Nyomi advised the entertainment book has changed, they are no longer hard copies they can only be purchased online and all year round, Nyomi advised that we are now starting to receive new orders for the entertainment books as the vouchers expire at the end of June 2020.
- School disco – Nyomi suggested moving the disco to Term 3, week 9, 18th September due to the date changes to the school carnival.
- It was suggested Chris Spencer should be approached to run the entertainment for the higher years and then using the entertainment we used last year for the younger kids.
- Theme to be discussed at the next meeting.
- Sports carnival vendors – Sharni spoke to last years vendors and got the donations. It was suggested that when we search for vendors we need to include bank details on the forms for them to be able to transfer through the donation which is either

\$100 or 10% of sales made on the day.

- Nyomi asked if we can get the barbeque trailer again this year to run the sausage sizzle, Kim will enquire if we are able to get the trailer again. Nyomi asked for Cat to write up a Contract to send out to vendors for contact details, bank details and mentioning the above donation details.
- Nyomi advised that she received an email from School Banking advising that we are allowed to reopen School banking from Term 3. There was a suggestion put out as to whether there is a kick back to the school if School banking is done online?
- Cat suggested maybe sending out a survey to parents to see whether or not they wish to continue school banking and maybe we don't reopen school banking in Term 3 until there is a response.

Meeting closed at 7:52pm

Next Meeting: Monday 3rd August 2020

Meetings for 2020

P & C President

Principal

Date _____

Date _____