

DRAFT Minutes: General Meeting
Immediately following AGM, 6 April

Microsoft Teams meeting

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1	Opening and Welcome
	<p>Attendance and Apologies:</p> <p>Attending: Kaylie Morpew, Ash Greig, Paul Andrijich, Sinead Kelly, Virginia Ting, Marina Males, Lauren Clarkson-Dodd, Megan Parker, Alana Martin, Aimee Smith, Pia Cullen, Karen Hayward, Kelsey Hunt, Tania Visosevic</p> <p>Apologies: Mandy Tompkin, Jacqui Bahr, Melinda Thomas</p>
2	Minutes of Previous Meeting:
	<p>2.1 Consideration of previous minutes from 2 March 2022 General Meeting</p> <p>MOTION 1: That the minutes and reports of the MPPS P&C Association General Meeting of the 02 March 2022 are approved</p> <p>Moved: Kaylie Morpew Seconded: Lauren Clarkson-Dodd Carried: All</p>
3	Business Arising
	<p><u>Survey school community to gauge the support for secular chaplains</u></p> <p>Looking at start of next term, will need to be submitted by the second week of July. Consultation time – ideally three weeks.</p> <p><u>Team Building/ Goal Setting/ Framework developments/ Improving engagement</u></p> <p>Meg will look to schedule something in June.</p>
4	Correspondence In / Out
	<p>4.1 Correspondence Out</p>
	<p>4.2 Correspondence In</p> <p>22 March 2022 – from Lisa Baker 90x Free Rapid Antigen Tests</p>

Dear P&Cs

I am writing to you today to let you know that the McGowan Government has issued every State Member of Parliament with 1000 RATs that are to be provided via our electorate offices.

I believe that the best way to ensure those families receive extra support, is to allocate and deliver the RATs straight to our school P&C's.

My office has allocated 90 RATs for each P&C and would like to invite you to collect your allocated tests from my office.

Although every Western Australian household is eligible for 15 free RATs, I would like to ask that you sincerely consider prioritising those families in need and distribute them within your school community as soon as possible.

To receive your allocated RATs, please respond and provide the following:

- Full name of a nominated P&C member collecting tests
- Date and time of collection

Should you wish to discuss the allocation further, please don't hesitate to call my office directly on 9370 3550.

Yours sincerely

Lisa Baker MLA
Member for Maylands

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5 Reports from Office Bearers and Committees	
5.1	President's Report (Kaylie Morphew)
5.2	Principal's Report (Paul Andrijich) Report attached below - Form to be sent out to school community
5.3	Treasurer's Report (Melinda Thomas) Reports attached below Profit and Loss - Balance Sheet Bank Register P&C Donations
5.4	Uniform Committee (Lauren Clarkson-Dodd) Polo Shirts – Perpleat are estimating the shipment to arrive in Perth mid May, so after time for embroidery, we should expect shirts to arrive by late June. Faction Shirts – Logo design to be finalised with Permapleat, with a change to the school name being embroidered in white, and then the order will hopefully be delivered by early Term 3. Wet Weather Jackets – Pre Orders have closed and the delivery is expected Term 2.
5.5	Canteen Committee (canteen@mpps.wa.edu.au) Canteen is going well, it has been a busy term.
5.6	Fundraising (fundraising@mpps.wa.edu.au) From previous discussions there were Parent Rep volunteers identified for Kindy, Year 1, 2, 3 and 6. Still looking for PP, Y4 and Y5 Plan first meeting first week back of Term 2 Easter Raffle – closing tomorrow Crazy Camel – decide on timeline so teachers can integrate, suggest distributing to Teachers by Mid Term 2 or start of Term 3 Lapathon – week 5 or 6, and a Monday or a Friday

	5.7	Communications ()
	5.8	Sustainability () Karen extended thanks to Paul for overseeing the bins, and she is looking forward to working with Kelsey and Aimee this year.
	5.9	Other Reports
		MOTION: That the reports of the MPPS P&C Association office bearers and committees, items 5.1 – 5.9, are accepted. Moved: Sinead Kelly Seconded: Karen Hayward Carried: All
7	Other Business	
8	Next Meeting Dates	
		Term 2 4 May 2022 1 June 2022 Term 3 3 Aug 2022 7 Sep 2022

5.2 Principals Report

Maylands Peninsula
PRIMARY SCHOOL



Maylands Peninsula Primary School

60 Kelvin Street, Maylands WA 6051

Telephone: 9462 6700

maylandspeninsula.ps@education.wa.edu.au

Principal's Report 6 April 2022

Business arising- 4 March 2021- Safe Routes to School

As mentioned in last week's newsletter, the City of Bayswater (COB) should have the *Safe Routes to School* survey uploaded to their Engagement HQ platform sometime this week. Once the school receives the 'all clear' from the COB, a *Connect* message will be sent out to parents/caregivers containing a link to the platform so that the school community can provide feedback.

On a related note, the [final concept plan](#) and a copy of the Engagement Outcomes Report for the upgrade to the Gibbney Reserve precinct has been released by the City of Bayswater. Please visit the [engagement website](#) to have a closer look at the planned works which are due to commence in spring of this year.

Business arising- School Chaplaincy- 1 December 2021

I made contact with Janine Rule from YouthCARE to discuss the on-going vacancy for the School Chaplaincy position. Janine has indicated that she hasn't been able to identify a suitable candidate as yet. I will re-visit the situation with Janine early next term, but have 'flagged' with her that we might need to look at alternative providers in the event that YouthCARE are unable to fill the position themselves.

COVID-19 Update

As highlighted in last week's newsletter, there are a number of changes to school operations that come into effect at the start on next term. These include:

- Parents/caregivers being allowed on school sites for pick-up and drop-off, face to face parent-teacher meetings, attending year group assemblies, volunteering in roles outside of classrooms e.g. canteen, and Uniform Shop, and infrequent special events (in line with community venue capacity and density limits);
- In-school special events bigger than a single class size can be held with masks and physical distancing;
- Single year-group assemblies can be held in line with mask requirements;
- Parents/caregivers are allowed to spectate at indoor and outdoor sporting events, e.g. Lap-a-thon, school performances and other interschool events with masks and physical distancing; and
- Gatherings of parents/caregivers can occur (P&Cs) with mask wearing.

The mask wearing requirements for adults and students Year 3 and above remain unchanged.

A *Connect* message was sent out last Friday to clarify arrangements that WA Health have asked schools to relay onto parents/caregivers in respects to contact tracing. Schools are only responsible for identifying close contacts that occur during school and at school-based activities. As is currently the case, in the event that school based close contacts have been identified, parents/caregivers will be advised by the school of the testing and isolation requirements.

When transmission risk is likely (e.g. mask is not worn at all times) through activities outside of school, and a family member becomes positive e.g. the weekend birthday party, parents/caregivers are responsible for informing friends and community members that are close contacts. [Healthywa.wa.gov.au](https://www.health.wa.gov.au) has information on close contacts, the close contact definition and isolation requirements should you require further clarity on

how to identify a close contact. Even if this is the case, please notify the school in the event that further action is required from our end.

Furthermore, due to the fact that we are now finding ourselves being in the position of being able to exclude large numbers of students in each class from being close contacts, the school has changed the way in which we provide notification of COVID-19 related cases to our school community.

By way of information, students can be **excluded** as a close contact for one of the following reasons:

- They were absent from school during the infectious period;
- They were correctly wearing a mask at all times whilst the positive case was in the class; or
- They have tested positive for COVID-19 within the last 12 weeks, and as such, cannot be identified as a close contact.

Under the new notification protocols that will be in place, parents/caregivers will still be informed of positive cases in your child's class. In most instances for our Year 3-6 students, this will be a 'Positive Case- No Close Contacts' letter sent to you via a *Connect* message.

However, due to the fact that mask wearing is not mandated in our Kindy-Year 2 classes, and we have numbers of students who can be identified as either a close contact or not a close contact, parents/caregivers will receive a:

- 'Positive Case- Your child is a close contact' letter via email; **or**
- 'Positive Case- Your child **is not** a close contact' letter via email.

In the event that your child has been identified as a close contact, your letter will include all the necessary details about what actions are required under the new 'Very High Caseload' setting. This includes:

- The dates of infectious period;
- When the initial RAT/PCR tests need to be undertaken;
- The dates of when follow up RAT/PCR tests need to be undertaken; and
- The date of the end of the isolation period.

If you receive a 'Not close contact' letter, your child is not required to isolate or observe the same return to school protocols that will be in place for his/her peers.

By sending home just the one communication to parents/caregivers will provide absolute clarity about your child's set of circumstances and the required level of response.

New playground areas

The new playground space under the peppermint trees is open for business, and has been a hit with the students. Hopefully, the installation of the double slide, which has been holding up the opening of the Pre-primary playground will be attended to in the coming days. Once again, I would like to thank the P&C for your generous contribution to bring these spaces to life.

Thank You

On behalf of the staff and students of Maylands Peninsula Primary School, can I thank each of the outgoing P&C Office Bearers and Executive for your efforts over the previous 12 months. Your on-going support and commitment to the school is greatly appreciated and much valued. For the in-coming P&C Office Bearers and Executive, I look forward to working alongside you in the coming months and wish you all the best for the upcoming year.

5.3 Treasurers Report

Profit and Loss -

Profit and Loss Report

Maylands Peninsula P & C

60 Kelvin St Maylands WA 6051

Accrual mode

01 Jan 2022 - 28 Feb 2022

	Jan-22	Feb-22	Total
4-0000 Income			
4-1000 Canteen Sales	5	1405	1410
4-1200 Canteen Sales - Online	0	8875	8875
4-2000 Uniform Shop Sales	690	1321	2011
4-2100 Uniform Sales - Online	637	0	637
4-3000 School Banking Commission	110	0	110
4-4000 P&C Membership	0	5	5
4-7000 Fundraising	126	0	126
Total Income	1568	11605	13173
5-0000 Cost of Sales			
5-1000 Canteen Expenses			
5-1100 Food Purchases	583	4483	5067
Total Canteen Expenses	583	4483	5067
5-2000 Uniform Expenses			
5-2100 Uniform Purchases	231	0	231
5-2200 Uniform Commission	10	13	23
Total Uniform Expenses	241	13	254
Total Cost of Sales	824	4497	5321
Gross Profit	744	7108	7852
6-0000 Expenses			
6-1400 Dues & Subscriptions	120	120	240
6-2240 Bank Fees	218	0	218
6-2400 Employment Expenses			
6-2414 Wages - Employee 1	0	3503	3503
6-2480 Superannuation	0	368	368
Total Employment Expenses	0	3871	3871
Total Expenses	338	3991	4329
Operating Profit	406	3117	3523
Net Profit	406	3117	3523

SUMMARY	Jan-22	Feb-22	Total
Canteen	-578	1,925	1,347
Uniform	1,086	1,307	2,393
Fundraising	126	0	126

Balance Sheet Report

Maylands Peninsula P & C

60 Kelvin St Maylands WA 6051

28 Feb 2022

	Total
Assets	
Current Assets	
Cash On Hand	
Cheque Account	130,946.58
Term Deposit - Bendigo Bank	19,141.75
Cash Drawer	300.00
Total Cash On Hand	150,388.33
Inventory - Canteen Stock	1,199.87
Inventory - Uniform Stock	17,456.61
Total Current Assets	169,044.81
Property, Plant & Equipment	
Kitchen Equipment	
Kitchen Equipment at Cost	1,065.00
Accumulated Depreciation	-1,065.00
Total Kitchen Equipment	0.00
Total Property, Plant & Equipment	0.00
Total Assets	169,044.81
Liabilities	
Current Liabilities	
Trade Creditors	4,052.62
Payroll Liabilities	
Superannuation Payable	-274.73
PAYG Withholding Payable	694.00
Total Payroll Liabilities	419.27
Total Current Liabilities	4,471.89
Total Liabilities	4,471.89
Net Assets	164,572.92
Equity	
Retained Earnings	161,050.00
Current Year Earnings	3,522.92
Total Equity	<u>164,572.92</u>

Bank Transactions Report
Maylands Peninsula P & C
 60 Kelvin St Maylands WA 6051

01 Feb 2022 - 28 Feb 2022

Account No.	Account name		Deposit (\$)	Withdrawal (\$)	Balance (\$)
1-1110	Cheque Account				
Date	Type	Description	Deposit (\$)	Withdrawal (\$)	Balance(\$)
03/02/2022	Spend money			120.00	128,160.67
10/02/2022	General journal			198.00	127,962.67
10/02/2022	Bill payment	Payment; Nell Gray		231.00	127,731.67
10/02/2022	Bill payment	Payment; PFD Food		574.80	127,156.87
10/02/2022	Bill payment	Payment; TIP TOP E		161.67	126,995.20
10/02/2022	Bill payment	Payment; Brownes		237.92	126,757.28
10/02/2022	Bill payment	Payment; Perth Fro		230.82	126,526.46
10/02/2022	Pay liability	Payroll Liabilities Pa		1,072.50	125,453.96
15/02/2022	Bill payment	Payment; Woolwor		583.11	124,870.85
16/02/2022	Pay run	Paycheque		260.00	124,610.85
16/02/2022	Pay run	Paycheque		1,767.48	122,843.37
16/02/2022	Pay run	Paycheque		1,581.20	121,262.17
27/02/2022	Pay run	Paycheque		260.00	121,002.17
27/02/2022	Pay run	Paycheque		848.80	120,153.37
27/02/2022	Pay run	Paycheque		798.40	119,354.97
28/02/2022	Receive money	Daily Receipts:Cant	1,405.00		120,759.97
28/02/2022	Receive money	Canteen sales - ONI	9,654.00		130,413.97
28/02/2022	Receive money	Daily Receipts:Unifc	532.61		130,946.58
Total			11,863.61	9,197.70	