



Sawyers Valley Primary School

An Independent Public School

Sawyers Valley Primary School P&C Executive Meeting

Meeting Minutes – Staffroom on 23rd September 2015

	ATTENDEES: Lee Stohr, Kylie Colyer, Anne Baer, Kim Ruwoldt, David Sawers, Amy Metaxas, Laura Mead, Emily Stanton-Clements, Simone Willis, Justine Willis, Lisa Di Donato, Kjerstin Hickey, Carle Cousins	
1	Welcome and Apologies	
1.1	Meeting declared open by Lee Stohr at 9.10am	
1.2	Apologies/Absentees: Jo Gray, Julie Secull, Robin Netherway, Michelle Ramsey, Beverley McLachlan, Michelle Hardy, Andrea Day, BecEwen, Bronte Osborne, Deanne Pilton, Nicole Willers, Kerryn Utting, Karmyn McAuliffe, Melanie Wigmore,	
2	Minutes of Previous Meeting	
2.1	Addition to previous minutes: Actions – Undercover area seating – Lee to get details of a carpenter from Mrs Murphy and try to get a quote	
2.2	Resolution: That the minutes of the meeting of the Sawyers Valley Primary School P&C Association held on 24 th August 2015 be taken as read and confirmed as true and accurate record. CARRIED	
3	Actions arising from previous meeting	Status
3.1	Walkathon – Local Businesses to be approached for Sponsorship / Donation	ongoing
3.2	Sporting schools – Mrs Charman following up to finalise; Cricket Clinic planned; David tries to organise a dance program (Edu Dance – Hip Hop) to be scheduled in for after school	ongoing D. Sawers
3.3	Fathers Day Raffle / Faction Carnival – Breakdown of Funds raised Wood Raffle - \$204 Lunch Orders - \$210 Cake Stall @ Faction Carnival- \$789 Fathers Day Raffle - \$341	Closed
3.4	Playgroup / Nature Play Fundraiser – Insurance cover to be double checked and confirmed	ongoing D. Sawers
4	Business arising from previous meeting	Action
4.1	Walkathon – Funds required Resolution: to allocate \$500 for prizes and set up	CARRIED
4.2	Discussion P&C Meeting Times – only 3 responses received, none of them requesting a preference for night meetings	Closed



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7.3	Interschool Sports Carnival – confirmed with Mrs Charman that P&C is not required to organise food at this event as another school gets to do this	
7.4	Free Lunch Term 4 – to be organised for Walkathon Day; Lee to approach Chidlow Baytree Bakery to support P&C on that Day	L. Stohr
7.5	Possible funding for upcoming School swimming lessons – Kylie to get information from Mr Johnston	K. Colyer
7.6	Youthfest – David advised that our School won 7 prizes at the Youthfest, impressive result	
7.7	Fundraising Catalogue – David to ask Teachers if there is interest in having the School involved by registering in order to receive funds towards ordering items, in meantime Kjerstin to order extra brochures (especially Xmas ones)	D.Sawers K.Hickey
7.8	Undercover Area Seating – Amy to approach the Men Shed in Mundaring asking for assistance in building extra benching	A.Metaxas
7.9	David raised question regarding need for Before- and After School Care	
8	Other Business	
8.1	Class preference – David is planning to include a form into the next newsletter	D.Sawers
8.2	McDonalds Sports Grant – for sports equipment, Mrs Charman is checking this	D.Sawers
8.3	Awareness Food Handling - 1 reported food poisoning incident from hamburger at faction carnival. To be aware of food handling requirements for future events.	
8.4	Suggestions raised by Lee: to be discussed and / or voted on next meeting <ul style="list-style-type: none"> • Free Icy pole for Kids each Monday during Summer – Lee to cost it for next meeting • Welcome – Pack including Contact Lists and other items (to be discussed) for new P&C members • Appreciation Certificates – to discuss at next meeting, making more colourful like the thank you cards recently done. Anne offered to design new Layout(s) • Survey for P&C members for improvement ideas • Possibly having one or two members to focus and look into grants 	L.Stohr
9	Meeting Close/Adjournment/Next Meeting	
	The meeting was closed by Lee Stohr at 10.38am.	
	Next General Meeting Wednesday 18 th November at 9am.	

Signed (Lee Stohr - President)

Date

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SVPS P&C Action Register

Date Raised	Topic/Item	Action	Person Responsible	Current Status
23/09/15	Undercover Area Seating	Obtain Details of Carpenter from Mrs Murphy Approach Men Shed to assist with building	L.Stohr A.Metaxas	ongoing
17/02/15	Sporting School – afternoon Sports	Mrs Charman following up to finalize, D.Sawers to contact Edgy Dance for possible After School Dance Program	D. Sawers	ongoing
23/09/15	Playgroup / Nature Play Fundraiser	Insurance Cover	D. Sawers	ongoing
23/09/15	Free Lunch Term 4	Approach Baytree Bakery Chidlow asking for supply of free lunch	L. Stohr	Ongoing
23/09/15	Fundraising Catalogue	School to confirm whether interested and being involved Organising more Catalogues	D. Sawers K.Hickey	Ongoing
23/09/15	School Swimming	Possible Funding for Kids (partial), obtain info from Mr Johnston	K.Colyer	Ongoing
23/09/15	Class Preference	Note to go out for parents in next newsletter	D. Sawers	Ongoing
23/09/15	McDonalds Sports Grant	Mrs Charman to follow up (apply)	D. Sawers	Ongoing
23/09/15	Free Icy Poles	Costing	L. Stohr	Ongoing