

Meeting Minutes

Meeting	Onslow School P&C	Date Held	10 th August 2020	Venue	Onslow Beach Resort
Attendees	Kelly Jeffreys (<i>President</i>), Sharon Bartram (<i>Vice president</i>), Erin Brewer (<i>Treasurer</i>), Kelli Dunlop (<i>Secretary</i>), Anneliese McKay, Sophie Telfer, Herlin Peverill, Mark Lee, Jeanna Lee.				
Apologies	Olga Goerke (<i>Treasurer Elect</i>), Michelle Nietrzeba, Renae Coates, Holly Lozyck, Kirsty Kefford, Suzanne Wilson				
Minutes Taken by	Kelli Dunlop				
Next Meeting Date	14 th September 2020 @ 7.00pm Onslow Beach Resort				

ITEM	MINUTES	ACTIONS
1. Meeting open	1.1. 19.08pm	
2. Review of Previous Minutes	2.1 Accepted by SB, KJ.	<ul style="list-style-type: none"> <input type="checkbox"/> KD to ensure final copy sent to P&C email address; forward copy to TK to upload to website. <input type="checkbox"/> KD: add new members to P&C Email. ✓
3. Financial Matters	<p>3.1 <u>Incoming June: \$6688.50</u> <i>KHB Battery Recycling, Community Support Grant, K+S Donation, Uniform Sales</i> <u>Incoming July: \$1527.50</u> <i>Minderoo Donation, Uniform Sales</i></p> <p>3.2 <u>Outgoing June: \$775.61</u> <i>Staff Shirts, Food Fanatics, WACCSO Fees</i> <u>Outgoing July: \$5043.08</u> <i>Bank Fees, Food Fanatics, Drums, Colour Run Icy Poles, Munros (Monkey Bars)</i></p> <p>3.3 Grants: <i>New Shire grant applications open – need to acquit 2019 grant first (see 6). ONGOING</i> <i>New Healthy Living Grant applications open ONGOING</i> <i>BHP grants on hold (COVID) ONGOING</i> <i>Rio Tinto grants on hold (COVID) ONGOING</i></p>	<ul style="list-style-type: none"> <input type="checkbox"/> See 6 for Actions pertaining to 2019 Shire Grant acquittal. <input type="checkbox"/> KJ to f/u with Chevron re: scope of 2020/21 Healthy Living Grant. <input type="checkbox"/> KJ / SB to determine whether BHP and Rio Tinto Grants are back up and running.

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<p>4. General Business</p>	<p>4.1 Discussion around body-strength equipment for upper levels. Project to commence on completion of Kindy Playground Project, to be led by Onslow School (student councillors + Mr Tan), P&C to fundraise. P&C eager for Mr Tan and Students to commence planning as any P&C fundraising and grant submissions will require project details. ONGOING.</p> <p>4.2 Discussions surrounding implementation of Classroom P&C reps. Improve communication between school, P&C and families. Also use to welcome new families to school community. Agreed to by JB. PLAN TO IMPLEMENT 2021.</p>	<ul style="list-style-type: none"> □ KJ: to propose meeting with JB & JT to discuss 4.1. □ KJ: to follow up 4.2 with JB.
<p>5. School Uniforms</p>	<p>5.1 New order finally received, 3 cartons to unpack.</p> <p>5.2 School uniform shop to run on a pupil free day to facilitate uniform sales. KD Facebook post when details confirmed next month. 12/10/2020</p> <p>5.3 Discussion surrounding excess stock of large sizes of primary shirts which won't sell and initiatives to move these. ?reduced cost ?father's day ?kids free dress / parents uniform day</p>	<ul style="list-style-type: none"> □ ES, AnMc, HP, ST to unpack new delivery 11/08/20. □ Volunteers required 12/10/20 to manage uniform sales. □ ?? follow up regarding means of moving excess large-size primary shirts.
<p>6. Kindy Playground</p>	<p>6.1 Long discussion surrounding acquittal of Shire Grant towards completion of Kindy Playground. Grant currently specifies use for mulch and preparation of playground. According to plans, 30m³ mulch still required @\$90/m³. KJ has secured transport of mulch with Onslow Salt, pending space on their truck. Munros quote included work that has now been completed, so new quote required to determine cost of installing mulch and associated works. School say mulch not required and kids happy playing with existing sand.</p> <p><u>OR</u> do we apply to Shire to amend 2019 grant to allow spending on something other than mulch?</p> <p><u>OR</u> do we forego 2019 grant, given cost-benefit analysis? ONGOING.</p> <p>6.2 Men's Shed have repaired splitting timber on new table, however, AlMc reports timber still quite rough. ONGOING.</p>	<ul style="list-style-type: none"> □ KJ / SB to request new quote from Munros to reflect what is left to do if mulch added to playground. □ KJ to enquire with Shire re: reallocation of 2019 grant funds. □ KJ to f/u re rough timber on kindy bench when Men's Shed Sports Club project complete. □ SB to supply list of kindy playground sponsors. □ ML to obtain quote and design proposals from sign writer used by Shire.

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	<p>6.3 Discussion around signage for Kindy Playground to acknowledge sponsors. ML advised as long as affixed to fencing and on school property, there would be no Shire approval process required. ONGOING.</p> <p>6.4 KJ met Colin @ Munros to remove some sand and old rubber edging, and install new limestone blocks, building slide, log steppers, balance beams and all associated works. Also working with school to replace existing fence. CLOSED.</p> <p>6.5 Discussion around construction and ensuring safety standards have been met. JB confirmed that by using Colin, who is licensed, he is obliged to ensure that the playground conforms with requirements. No proof of compliance required per JB. CLOSED.</p> <p>6.6 Next stage = monkey bars. Discussion surrounding original plan vs product availability and affordability. All agreed Colin to source and install in accordance with applicable standards. \$2500 donation from K+S Salt to go towards this. CLOSED.</p>	
<p>7. Fundraising</p>	<p>7.1 Fundraising opportunities:</p> <p>7.2.1 Wax wraps: Material here, need to assemble. Plan to make packs of 3: S, M & L. Suggested sell price \$25 for sale @ Kuarlu and Visitor’s Centre. ONGOING.</p> <p>7.2.2 Staircase to the Moon: school to have cake stall once/month? Also sell wax wraps? PENDING COVID RESTRICTIONS.</p> <p>7.2.3 Recycling “Containers for Change”: bins will be located in staff carpark of Clarke Place. Further discussions around additional recycling opportunities: bread tags, aluminium ring pulls. ONGOING.</p> <p>7.2.4 School Carnival / Dance (instead of Winter Fete): term 3 pending dates; DJ, sausage sizzle, cake stall, damper station, icypoles. CLOSED.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> ES to confirm date for manufacturing wax wraps. Volunteers required. <input type="checkbox"/> ML to advise P&C if Shire move to recommence Staircase to the Moon events. <input type="checkbox"/> ES to liaise with JB regarding announcing Containers for Changes at next school assembly.

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<p>8 Healthy Living</p>	<p>8.1 Grant to be ratified by end Aug / Sept. Any remaining monies can be donated to school and used to cater for events August – December due to many delays encountered as a result of COVID restrictions.</p> <p>8.2 <u>Fresh Fruit Day</u>: fresh, whole fruit supplied fortnightly by Food Fanatics, and sponsored by Chevron. Going really well, 90 pieces/fortnight. ONGOING.</p> <p>8.3 <u>Cookbook</u>: discussion surrounding school cookbook developed by past students at the time school garden was created – reprints available? Another fundraising opportunity?</p> <p>8.4 <u>Drum Beats</u>: drums delivered and in use. CLOSED.</p> <p>8.5 <u>Healthy Lunchbox</u>: discussions surrounding purchase of art supplies in lieu of on-site lunchbox prep (per previous years) due to COVID restrictions. OG proposes that kids design and create an artistic healthy lunchbox, which can then be exhibited. Concern from JB if room in existing curriculum, esp due to COVID disruptions. Suggested as school holiday activity if cannot be done at school. CLOSED.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> KJ, RC & SW to continue distribution of provided by Food Fanatics. <input type="checkbox"/> JL to follow up with school re: availability of cookbook. <input type="checkbox"/> KJ to email JB re: school garden and utilisation of same.
<p>9 Principal Updates</p>	<p>9.1 No updates provided this meeting.</p> <p>9.2 2020 requests for assistance:</p> <p>9.2.1 6 x P&C members are assisting with rebranding. CLOSED.</p> <p>9.2.2 First assembly term 2: 19/06/2020. P&C invited to participate. CLOSED.</p> <p>9.2.3 Colour Run: 24/07/2020. P&C to cater. CLOSED.</p> <p>9.2.4 Sports Carnival: 07/08/2020. P&C to cater. CLOSED.</p> <p>9.2.5 5/20 – 10/20 Staircase to the Moon. CLOSED – ref 7.2.5</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Volunteers required from TriCarnival Parents to cook and serve food on 21/8/20. ✓
<p>10 Upcoming Events</p>	<p>10.1 NAIDOC Week: postponed until November 2020. P&C to provide fruit cups / platter.</p> <p>10.2 Primary Tri Carnival: 21/08/2020. P&C to cater. Exmouth Quality Meats have donated 100 sausages. Outside schools (Roebourne and Panna) to pay \$5pp for a sausage sizzle, juice box and piece of fruit. Numbers TBC.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> KD to advise TK re next meeting. ✓

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	<p>10.3 Secondary Tri Carnival: 28/08/2020. P&C to supply fruit and juice boxes only.</p> <p>10.4 Year 5/6 Camp: 24 – 28/08/2020.</p> <p>10.5 Book Week: Postponed to October 2020. ??P&C morning tea?</p> <p>10.6 October Swimming Carnival: P&C to cater using Chevron grant + Company donations. ONGOING.</p> <p>10.7 30/10/20 Swimming Carnival. P&C to cater.</p> <p>10.8 03/12/20 School Ball. P&C to contribute towards catering.</p> <p>10.9 10/12/20 End of Year Concert.</p> <p>10.10 26/12/20 Year Six Graduation.</p> <p>10.11 Next P&C meeting 7.00pm 14th September 2020, OBR.</p> <p>10.12 August Sports Carnivals: P&C to cater using Chevron grant + Company donations. CLOSED.</p>	
<p>11 Contact list, new members, calendar</p>	<p>11.1 Discussion around creating a contact list to include new members. CLOSED.</p>	<p><input type="checkbox"/> EB to handover to KD. ✓</p> <p><input type="checkbox"/> KD to create master contact list.</p>
<p>12 Paperless P&C</p>	<p>12.1 EB proposed moving to electronic records for P&C, and away from binders. Will assist greatly with handover to new Committee members, and with Point 11. All agreed. CLOSED.</p>	
<p>13 Cooperation between School Council and P&C</p>	<p>13.1 Updates from most recent Council meeting sent through:</p> <p>13.1.1 <u>Rebranding</u>: current school logo is 30-40 years old and has morphed over that time. Concern is that it is no longer relevant, reflecting industries and infrastructure that is no longer present in the town. Feedback has been submitted to Gumption, but nothing further as yet from them. ONGOING</p> <p>13.1.2 <u>Traffic Light Food Policy</u>: has been updated to bring in line with other existing policies. P&C query whether Food & Fuel will be improving what they offer to school students for lunch orders.</p>	<p><input type="checkbox"/> KJ to follow up with JB re Food & Fuel Lunch Order menu.</p>

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	<p>13.1.3 <u>Attendance Awards</u>: continue to be distributed and all school events are being run on Fridays to discourage families from having “long weekends”.</p> <p>13.1.4 <u>PRAC student teachers</u>: x 3 at Onslow School in Semester 2.</p> <p>13.1.5 <u>2020/21 Funding Agreements</u>: sighted.</p> <p>13.1.6 <u>COVID 19 Updates</u>: school attendance data showing attendance is down, with Fridays and Mondays a particular problem. Issue is across the board, and not just Onslow School. Parents have been informed and request has gone out to try and improve numbers. CLOSED.</p> <p>13.1.7 <u>Website Policies</u>: have been updated. SB checked, and pointed out that at least 3 are still missing. JB has followed up and all are now available on school website. CLOSED.</p> <p>13.2 SW is P&C rep on School Council and will liaise between the two with updates on relevant matters.</p> <p>13.3 Next meeting second week of term 3. CLOSED.</p>	
14 Meeting Close	14.1 8.30pm	