

# TUART FOREST PRIMARY SCHOOL PARENTS AND CITIZENS' ASSOCIATION INCORPORATED



## P&C Annual General Meeting

To All Parents

NOTICE OF TUART FOREST PRIMARY SCHOOL P&C ASSOCIATION INC.

Here it is – that time of year again where we call for nominations from all parents to be a part of the hard working and dedicated parent body of Tuart Forest Primary School. The Annual General Meeting will be held on Monday 27th November 6pm in the Library.

ALL positions are declared vacant and everyone is encouraged to nominate for a position on the executive

committee (President, Vice-President, Secretary, Treasurer or Executive committee member).

We need as much support from parents as we can possibly get. If you are not interested in an executive role please come along and be a member. Without 10 or more members we can not continue as a P&C for 2018. The P&C is all about our supporting our children and our school community.

Please return the nomination forms for office bearer positions by Monday 27th November, to the school office, by email to [tuartforestpandc@gmail.com](mailto:tuartforestpandc@gmail.com) or bring along with you on the night.

Everyone has something to contribute, such as time, ideas, enthusiasm, or just getting in there and getting your hands dirty!

Your presence, opinions, input, and support are very valuable.

Please come along, listen to what the P&C is all about and nominate for a position or register yourself as a general member.

If you have any questions regarding the P&C, please feel free to contact me by email [tuartforestpandc@gmail.com](mailto:tuartforestpandc@gmail.com) . I look forward to seeing you there.

Warmly,

Renee Freeman

President

Tuart Forest Primary School P&C

When            27-11-2017 at 02:00

Location:      Tuart Forest Primary School, Crystal Bend, Dalyellup WA 6230, Australia

Chairperson   Alison Sander

# Minutes

## 1. Welcome

Attendees:

Angie Sparks, Renee Freeman, Jen Herrmann, Mick Mackinlay, Ceri Elliot, Michelle Greengrass, Leah Geissler, Susanna Throne, Onya Tickenoff, Margaret Sanderson Miller, Monica Brown, Rebecca Ison, Jo Reeves, Misty Garrett, Aneke Smit, Danielle Hook

### Decision

### 1.1. Attendees

Angie Sparks, Renee Freeman, Jen Herrmann, Mick Mackinlay, Ceri Elliot, Michelle Greengrass, Leah Geissler, Susanna Throne, Onya Tickenoff, Margaret Sanderson Miller, Monica Brown, Rebecca Ison, Jo Reeves, Misty Garrett, Aneke Smit, Danielle Hook

### 1.2. Appologies

## 2. Minutes

First and seconded

### 2.1. Confirmation of minutes from last general meeting

To Confirm minutes at a later date in Executive meeting as no secretary at last meeting.

## 3. Presidents Report

Andrew Bilsby

## 4. Treasurers Report

Onya presenting

## 5. Principals Report

No Report to present

## 6. Declare all office bearer positions vacant

Renee Has declared all positions Vacant.

**6.1. Nominations for President & Vote**

Renee Freeman

1st Angie

2nd Jen

**6.2. Nominations for Vice President & Vote**

Angie Sparks

1st Misty Garrett

2nd Margaret

**6.3. Nominations for Secretary & Vote**

Susanna Throne

1st Misty

2nd Leah

**6.4. Nominations for Treasurer & Vote**

Aneke Smit

1st Angie

2nd Renee

**6.5. Nominations for 3 Executive Committee Members & Vote**

Rebecca Ison

Mick Mackinlay

Jennifer Herrmann

1st Renee Freeman

2nd Leah Geissler

**7. School Board Representative**

Renee Freeman and Misty Garrett

1st angie Sparks

2nd Jennifer Herrmann

## 8. Additional Signatories

Remove old executive members and add new members

1st Misty Garrett

2nd Rebecca Ison

### Decision

### Tasks

 Remove old members and new executives

## 9. Appointment of Auditor

To look into before next meeting

## 10. Planner for 2018

Term Planner added: Open for discussion and suggestions on different ideas welcome

Term 1:

Kindy mums morning tea. Social event - Table this idea until further investigations with kindy

Ceri - suggested out of hours for working parents.

Leah suggested open to all new families or just open to be a general open gathering.  
For a sense of community as an evening. Use the pavilion to provide food.

P&C to host welcome sundowner - BYO picnic dinner. On oval.

Guest speaker - Maggie Dent again or Kristy Goodwin

Dates and availability - February 13th or 9th March

Discussion about dates and suitability and the fact Maggie Dent has been to Bunbury several times this year. Consensus is that we go with Kristy Goodwin

Easter Raffle going ahead -

Pizza Day end of term.

What we are looking for from members to help with small tasks and we will create a volunteers list. And to attend meetings as without 10 members present we are unable to vote to spend money and carry forward with our set fundraisers.

Term 2:

Mothers day - social event - ideas for event similar to fathers day.

Monica suggested keep it similar as the event was all about spending time with kids having fun.

Danielle and Michelle agree that the family feel and being involved with kids  
Margaret concerned about weather this time of year.  
Talk to school about teacher time to set up or confirm if P&C members can set up?

One social and One fundraiser each term is goal

Free dress days - will this impact on Y6 fundraisers

Hair accessories - open day or uniform sales Tuesday before school

Lunch days are popular and many are suggesting to keep doing them - will need to continue asking for helpers. Once a term is popular choice. Looking at trying 'Best in the west bakery' as local school family.

Social event for dads- suggested by Mick -

Aneke suggested a ball or event with children and their dads. Mums and sons/Dads and daughters

Consideration always for school events and being mindful of school leaders fundraisers.

Pizza days week 8 every term on a Monday for kindy kids and Friday for rest of the school. Purchase through Best in the West Bakery at same cost as Bakers Delight and will package and organise more efficiently.

Any other suggestions

Mick suggesting Movie night at school - Truck came and parked on oval - p&c provided food and sold tickets - Mick will be in touch with company detail.

Been brought to attention that being part of P&C will not automatically see children from out of bounds to get into school. This is not part of our role and has never been.

### **Decision**

1st Mick Mackinlay 2nd Susanna Throne - voting and confirming to go ahead with booking Kristy Goodwin

### **Tasks**

- ☒ Email Kristy Goodwin to confirm dates
- Assignee: Renee Freeman
- Due date: 30-11-2017

## **11. Meetings for 2018**

Next meeting to be confirmed after discussion with Principal

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*End of minutes.*  
*Summary of matters arising are tabled on the following page.*

# Minutes of P&C Annual General Meeting on 27-11-2017

## Summary of Matters Arising

### Decisions

Item	Decision
1.	
8.	
10.	1st Mick Mackinlay 2nd Susanna Throne - voting and confirming to go ahead with booking Kristy Goodwin

### Tasks

Item	Task	Assigned to	Due date
8.	Remove old members and new exectuvies		
10.	Email Kristy Goodwin to confirm dates	Renee Freeman	30-11-2017