

# Coledale P&C Association

## Meeting Minutes

**Date:** Thursday, 25 June 2019

**Time:** 6.15pm

**Venue:** Coledale Public School

**Apologies:** Emma Robin, Tahlea Rigden, Vanessa Johns

**Attendees:** Tanya Potter, Emma Johnston, Chris Kline, Amy Geddes, Britta de Laat, Knutt Menden, Lana Bright, Jo Chilton, Lauren Boers, Lara McCabe, Bettina Steffens, Heidi Emerson, Tanya Potter, Anthony Bohm, Karen Bohm

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- 1) *MyOrganic Schools (David Walsman)*
  - a) *Invited by Bettina and Britta to present.*
  - b) *David runs a not for profit, organic produce co-operative. Currently operating in approx. 13 schools, the bulk buying model enables families to purchase an organic fruit and vegie box at approximately 40% discount to normal retail pricing.*
  - c) *The model requires a minimum of 40 interested families (to make purchasing and delivery viable), and a minimum weekly order of 15 boxes.*
  - d) *17 parents at Coledale have already indicated interest in the service.*
  - e) *It is not a fundraiser and if the minimum purchase orders aren't met, the service will cease. No financial liability to the P&C.*
  - f) *Orders are placed online and payments made via PayPal. The service only operates during school term.*
  - g) *Each school needs one person to volunteer as the 'school facilitator'. That person is responsible for printing off labels and coordinating packing and distribution (the produce arrives in crates and needs to be divided up at the school). As a reward for this role, the school facilitator gets their organic box at half price or, if the total number of orders hits 30 or above, free of charge.*
  - h) *One freight company is used to deliver the produce and delivery to Coledale would occur on a Thursday.*
  - i) *Need 3-4 people to pack the boxes (takes 20-25 mins). Typically done just before end of the school day (parents there anyway to collect kids, so this makes packing easy. Some schools involve the kids in the packing process too).*
  - j) *Currently purchasing from the largest organic wholesaler, however the goal is to eventually purchase direct from farmers.*

- k) *If interested, we will supply some posters to try and generate interest and get to the 40 user minimum. Going forward, we need to be placing a minimum of 15 orders per week for it to be viable. You will need to open it up to about 400 families to get to that minimum.*
- l) *Once the minimum of 40 is achieved, David would attend the school and conduct a short risk analysis to ensure appropriate procedures are in place. These would be agreed and signed off with the school and the P&C.*
- m) *Tanya confirmed she would be happy to open up the Garawa space for the packing and collection.*
- n) *Some discussion about opening the service up to the broader Coledale community (in order to achieve minimum orders). Tanya would just need to consider collection processes given the school grounds are utilized by WildCare.*
- o) *Bettina happy to act as the School Facilitator. Britta happy to consider delivering boxes to non-school families in Coledale if needed.*

**Motion** by Anthony to support the promotion of MyOrganic Schools, allowing David Walsman to erect a sign at the front of the school to gauge interest in the service. Also to appoint Bettina as the 'school facilitator', in the event sufficient interest is generated for the service to proceed. Seconded by Emma Johnston. 1 dissenter. Motion passed.

2) *Adoption/ Correction of May 2019 Minutes*

**Motion** by Lara to adopt the May 2019 meeting minutes, seconded by Anthony, all in favour. Motion passed.

3) *President's Report (Anthony)*

- Learning Committee met on 17 June 2019. Minutes to be distributed shortly, however three topics were discussed:
  - 2018 Naplan results analysed.
  - How the school will implement the additional learning support funded by the P&C. The intention is to support children currently at the bottom and top of the curve in Naplan results.
  - Learning Committee to provide input and advice on school's technology policy. A small working group tasked with gauging parent's views on the technology resources currently used by students and screen time management more generally. Going to prepare a short survey.
  - Tanya noted that MacqLit and MiniLit testing results completed this week confirmed that those children receiving this support are showing improvement in learner growth.

4) *Treasurer's Report (Lauren)*

P&C bank balance is \$27,259.50 and the P&C Uniform account has a balance of \$820.

5) *Correspondence (Karen)*

The 2018 Annual Information Statement for the P&C has been completed & lodged.

6) *Principal's report*

- a) Coledale Markets licence expires on 8 June 2019. The DA that allows the market to operate remains in place until 20 November 2020, so the Department may be prepared to allow the current market operators to continue until then. However the market operators have had a discussion with Tanya and indicated that due to rising costs, they may not wish to continue. If that is the case, there has to be an open tender process to offer the market licence to another operator sooner. Tanya will keep the P&C informed as BBQ stall is an important fundraiser.
- b) Concreting of the sports court zone is almost complete. All paid for by Assets.
- c) Some new seating has been purchased and P&C might be able to secure some shade sale funding via the grants discussed with Ryan Park during his visit. Anthony to revisit this and check grant closing dates (September 2019?)
- d) School reports due out at the end of this week.
- e) Lots of additional activities underway: ANSTO coding camp, a writing camp for some year 6 children, NAIDOC, COS public speaking, TOM, a number of sporting events including the district athletics carnival.
- f) Thanks to all those parents who assisted with the smooth running of the school athletics carnival.
- g) New iPads have been purchased (P&C funded) and have just arrived.

7) *Core services:*

Canteen (Emma Robin): Absent

Karen received an email and Emma would like to offer a meal deal for the last day of term – hamburger and juice. P&C happy if Emma would like to run this. Emma J noted there are leftover sausages that could be used if that was easier. Conscious of not wanting to add workload to Emma who already contributes greatly to the canteen.

Uniform (Tahleah): Absent

Environmental committee (Amy)

- Two water tanks still not installed, but this will occur (probably next Term).
- Have applied for a few grants, including: Life Education Yates grant and Tradie's grant (previously successful on).

- Possibly discuss needs with SRC students. Tanya recommended Amy discuss this with Tracy Gould.
- Vanessa and Amy are still reviewing the school environmental management plan. Vanessa making good progress and we will report back at a future P&C meeting.
- Amy to explore offering an eco-friendly stationary kit to families.

8) *Fundraising (Emma Johnston) – market BBQ stall*

- Report on BBQ operation circulated (attached).
- In light of licensing issues mentioned by Tanya this evening, will hold off considering a location change.
- Volunteer management remains the biggest issue. Emma to be the sole point of contact rather than the school front office.
- Election Day and Harmony day BBQs raised almost \$3000 between them. Normal BBQ takings (at markets) are down by approximately 50%. Sounds like there is a broader market viability issue though, so perhaps fewer people attending. Location in Garawa (away from other food stalls) still seen as a primary issue.
- Consideration given to drinks that should be sold at the BBQ. Feedback confirms that Coca Cola still popular and so this will continue to be stocked. Water in recyclable aluminium cans will also be sold (in place of single use plastic bottles).
- Additional shade needed over BBQ (faces north). Tanya ok for P&C to borrow school gazebo for this (stored in sports shed).

9) Other fundraising – Lana

- School Disco – 27 June 2019 (4.30-6.30pm). 55 tickets sold.
- Father's Day stall planned & Heidi taking the lead on this.
- Bunnings have given us 21 September 2019 for a BBQ stall.
- Trivia night booked for 19 Oct.
- Looking at also running an outdoor movie night. Need to consider copyright licensing. Possibly combine with a BBQ to raise funds.
- Tahleah – would like to run a cancer research/ support fund raiser (selling socks). All ok with this.

10) Other business – Karen received an email from Kimberly O'Brien who confirmed she would be able to run a 'Managing Children's Anxiety and Boosting Independence' workshop in Term 3. Any Monday or Wednesday suits. Agreed this will be scheduled next term.

11) Next meeting: Next meeting will occur 6.15pm Thursday, 8 August 2019 (Term 3, week 3).

12) Membership:

**Current Members:**

1.	Emma Robin	Due	Joined 15 May 2018
2.	Helena Dargan	Due	Joined 15 May 2018
3.	Emma Johnston	Due	Joined 21 June 2018
4.	Adam Jiang	Due	Joined 21 June 2018
5.	John Hayes	Paid	Joined 26 June 2018
6.	Lana Bright	Paid	Renewed 29 Aug 2018
7.	Mark Bright	Paid	Renewed 29 Aug 2018
8.	Pip Budgen	Paid	Joined 8 Nov 2018
9.	Matt Bright	Paid	Joined 8 Nov 2018
10.	Scott Kirkwood	Paid	Joined 8 Nov 2018
11.	Pru Rowe	Paid	Joined 8 Nov 2018
12.	Cally Collins	Paid	Joined 8 Nov 2018
13.	Britta de Laat	Paid	Joined 8 Nov 2018
14.	Melinda Best	Paid	Joined 8 Nov 2018
15.	Bettina Steffens	Paid	Joined 8 Nov 2018
16.	Knut Menden	Paid	Joined 8 Nov 2018
17.	Kaylie Power	Paid	Joined 8 Nov 2018
18.	Natasha Thorn	Paid	Joined 8 Nov 2018
19.	Adam Thorn	Paid	Joined 8 Nov 2018
20.	Tahleah Rigden	Paid	5 December 2018
21.	Lizzie Buckmaster-Dove	Paid	5 December 2018
22.	Mel Wigan	Paid	5 December 2018
23.	Amy Geddes	Paid	Renewed 10 Dec 2018
24.	Lauren Boers	Paid	Renewed 13 Feb 2019
25.	Lara McCabe	Paid	Renewed 13 Feb 2019
26.	Michael McCabe	Paid	Renewed 13 Feb 2019
27.	Vanessa Johns	Paid	Joined 13 February 2019
28.	Lizzie Rose	Paid	Joined 13 February 2019
29.	Toni Mills	Paid	Renewed 1 April 2019
30.	Kate Kline	Paid	Renewed 7 April 2019
31.	Chris Kline	Paid	Renewed 7 April 2019
32.	Rebecca Bont	Paid	Joined 15 April 2019
33.	Anthony Bohm	Paid	Renewed 15 May 2019
34.	Karen Bohm	Paid	Renewed 15 May 2019
35.	Melanie Griffiths	Paid	Joined 16 May 2019
36.	Simon Pinn	Paid	Joined 17 June 2019