

Braeside Primary School P&C Association
General Meeting Minutes
8TH June 2026

HELD: Dome Katanning

Meeting Opened: 6:32 pm

ATTENDANCE: Kristy Phillips, Katrina Power, Emily Rowley, Tyler Rowley, Sandy Thill, Jason Allen, Donna Shepardson, Tegan Matheson

APOLOGIES:

ITEMS

ACTION

1. Confirmation of Minutes of Previous Meeting 1.1. Resolution: That the minutes of the previous General Meeting of Braeside Primary School P&C Association on the 26th of February 2026, be taken as read and confirmed as a true and accurate record. Moved: Kristy Phillips Seconded: Jason Allen CARRIED	
2. Business Arising from Previous Minutes: • Square Website – APPROVED for uniform shop, canteen & fundraisers, online ordering system. WORKING PROGRESS • CCTV Cameras for school grounds, for school security and student safety. • Will be taken to the next school board meeting. REVISIT NEXT MEETING Moved: Sandy Thill Seconded: Kristy Phillips CARRIED	
3. Correspondence: 3.1. Correspondence In: - Boniface care funding cheque - 2026 P&C Handbook - Aussie Broadband advert - Smart ideas catalogue - Moon & Back Mother's Day catalogue - Cadbury Fundraising - Australian Fundraising Catalogue - Tulips with a difference - WACSSO P&C Day WA- Kit Kats - Foodbank WA. Breakfast club order. Completed - Flexi Schools - Trutex formerly LW Reid, catalogue - WACSSO Invoice - Chris Mills. Request for latest Boniface Care balance to be sent by June 25th • Carol Patterson Katanning Artisan Store donation to breakfast club	

• Braeside Admin- Fathers day fundraiser idea, Moon and Back • Braeside Admin- Fundraiser idea Stik stickers • Trutex invoices. PAID • Katie Wheeler- Invoice from Katanning Hub. PAID 3.2. Correspondence Out: - Carol Patterson. Katanning Artisan store. - Chris Mills -Braeside PS Moved: Sandy Thill Seconded: Donna Shepardson CARRIED	
4. Principal's Report: 1. We are taking down a wall in the library and looking for volunteers to help pull down the wall and clean up as Wayne frames it. Date to be advised. 2. At the end of week 1 (Friday) term 3 we will be having our NAIDOC event. Looking for any donations of wood for the firepit and also volunteers to help with the fire. This will be from 11.30am-12.55pm. 3. Minor works at the school are underway. The money was part of the department response to our one-year Public School Review where they have given us \$1000,000 to upgrade the office area as a priority to improving the look of the school. So far, the office has been painted and new flooring. Kerry's office has been cut down so that the students can actually see her. There has been concrete and a seat put in outside the office door and a new office door as the old one was really hard for the little kids to try open. We are still waiting to do branding and get everything back up on the walls, and the front of our school will be painted and branded term 4 when it is dry. 4. As Literacy and in particular Reading is our focus on our improvement journey we have done our second testing using DIBELS. This first lot of data has shown improvement across the school which is pleasing. We spent the afternoon analyzing data and setting class goals with Laura from Tracks to Literacy. 5. On Friday all students went to the Reconciliation Event at Piesse Park. Everyone showed outstanding behaviour and represented themselves and Braeside really well. Moved: Emily Rowley Seconded: Katrina Power CARRIED	
5. President's Report: It's been quite the transition for the P&C this year with a few unexpected delays along the way. We are hoping that most of that is behind us and that we can find our feet together as a new committee. P&C held an extraordinary meeting on the 18th of May to fill some executive positions that had become available, We have filled nearly all committee positions now for this year -President: Emily Rowley	

-Vice President: Kristy Phillips -Secretary: Sandy Thill -Treasurer: Jason Allen -School Council rep: Emily Rowley -Year 6 Parent Rep: TO BE FILLED -Uniform Shop Coordinator: Katrina Power Canteen/Breakfast club Coordinator: Emily Rowley -Fundraising Coordinator: Tyler Rowley We are on the last step with finalizing the banking and hope to have that done in the next week or so. Thank you again to everyone who has stepped up and taken on a position this year. P&C Day WA was on the 22nd of May and WACSSO sent us a little thank you gift for the committee members. (KIT KATS) Moved: Jason Allen Seconded: Kristy Phillips CARRIED	
6. Treasurer's Report: • Boniface Fund: \$671.85 • Working Account: \$10,879.32 • Uniform Account: \$9,577.07 • Reserve Account: \$17,862.74 • Year 6 Account: \$0 Moved: Sandy Thill Seconded: Katrina Power CARRIED	
7. Canteen Committees Report: • Ongoing funding request approved for 2026: Dishwashing tablets for Canteens P&C to fund throughout year. Executive committee member to purchase and be refunded by P&C. • Potential for lunches to be prepared by Fresh Start Café. Lunches will be fortnightly with an online ordering system ordered thru Fresh Start Café. • Faction Athletics carnival sausage sizzle. - Speak with KPS regarding hosting a sausage sizzle fundraiser at each other's school. Each school covers the costs and receives the profit we just seek the parent's volunteers from the other school to cook and serve. Donna to follow up • Sandy to make sure Woolworths have 8 loaves of bread put aside for breakfast club each week. Moved: Kristy Phillips Seconded: Donna Shepardson CARRIED	

8. Uniform Committee's Report: • Change price of school beanies to \$10 each. • If you spend over \$100 on uniforms, you will receive a free beanie • Full stock orders to be done in term 4 in preparation of the start of the following year Moved: Jason Allen Seconded: Emily Rowley CARRIED	
• Yr. 6 Camp / Graduation Committee: • Currently no parent rep, but sandy will touch base with Arnika to see what assistance the P&C can offer, in regard to the potential shearing bee they plan to do. • Would the 2026 Year 6 Camp/Graduation Committee like to become a sub-committee of the P&C? Agreement in forming a sub-committee will allow your group to utilize our insurance for fundraising outside of the school, access to a dedicated bank account and support from the P&C Executive Committee and Volunteer's. Moved: Sandy Thill Seconded: Tegan Matheson CARRIED	
9. Grant Committee Report: • Textured surface painting in the Junior block hallways to minimize slippery surfaces and to bring colour back to the Junior Block. REVISIT NEXT MEETING • Water Fountains for Junior Block and EY area, new electrical cables need to be purchased as the original one came damaged. REVISIT NEXT MEETING • P&C have requested an ongoing wish list to be provided from the school for an ongoing fundraising incentive. Early Childhood Requests to P&C 2025: 1: Removal of unsafe nature play in EY area. – COMPLETED 2: Extension of existing cycle track. COMPLETED 3: Cubby to be repainted/varnished. – REVISIT NEXT MEETING DONNA WILL UPDATE ** SCHOOL COMPLETING INSPECTIONS - Updated Required Moved: Sandy Thill Seconded: Tyler Rowley CARRIED	
10. Fundraising Committee Report: We held an Easter Raffle in Term 1 with a total of 10 Easter hampers being made up from donations. Special thanks to Skillhire Katanning, Woolworths, IGA, Zanyacs, Fresh Start Café and Regional Retailers for their generous donations	

and support for our school and the P&C. We raised a total of \$782 to contribute towards our Early Learning Centre upgrades. • 2026 Fundraising Ideas – (Discussion floor open): • Tattoos at the Katanning Show Kristy will purchase tattoos, Sandy will book a stall together with the school • Cadbury Fundraiser • Car Batteries. Kristy will get more information. REVISIT NEXT MEETING • Design a Brick Deputy to send information through department email. DATE? Sandy will get flyers. REVISIT NEXT MEETING • Katanning Speedway is looking for a group to prepare cook and serve food in October. Potential for this to be an on going yearly fundraiser. The Braeside P&C would Like to take this on. Kristy to provide an update • Lapathon. REVISIT NEXT MEETING • Win a drive to school in an emergency vehicle. REVISIT NEXT MEETING Moved: Sandy Thill Seconded: Kristy Phillips CARRIED	
11. General Business: • WACSSO Membership. UPDATE POSITIONS • Bank Account Signatories. IN PROGRESS • WACSSO Conference in August. Would anyone like to attend? Emily Rowley and Jason Allen will be attending. Moved: Emily Rowley Seconded: Kristy Phillips CARRIED	
12. Other Business: Application: Donna Shepardson Application Date 21/05/2026 Request for \$20 Voluntary contribution draw per year level Amount Requested: \$20 per year level Kindy - year 6 <u>APPROVED</u> Moved: Tyler Rowley Seconded: Jason Allen CARRIED	
13. Next Meeting: The next General Meeting will be held on ____/0_/2026 @ 6:30pm at _____. TBA	
Meeting Closed: 7:44pm	

