



CARINE
PRIMARY
SCHOOL

P&C

Carine Primary School P&C Association

Minutes of Annual General Meeting

24 February 2025

Meeting held: CPS Staff Room

Meeting Opened: 7.30pm

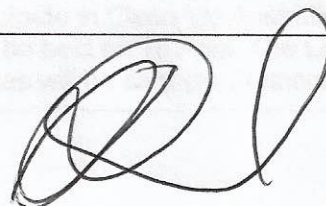
ATTENDANCE

Alana Fredrickson (chair)	Michael Black (Ex-officio - Principal)	Blake Jaenke	Sara Jaenke
Samantha Daniel	Hayleigh Bowyer	Kate Enston	Thomas Enston
Nicole Cobern	Alex French	Kerrie Rundell	Leanne Carruthers
Lauren Knowles	Lynzie Bremner	Zoe Wallace	Karen Tassell
Kathryn High	Claire Watson	Amanda Houghton	Michelle Stephens

ITEMS

ACTION (NAMES)

1.	Welcome by Chair	AF
2.	Attendance See above list	
3.	Apologies Nil	
4.	Confirmation of Minutes of Previous Meeting Minutes of the General Meeting held on 19 November 2024 and Executive Meeting held on 2 December 2024 were confirmed as true and correct.	AF
5.	Correspondence: Nil Correspondence was reported by the Secretary.	SJ

 18.3.25



6.	Reports	
6.1	President's Report Alana Fredrickson presented the attached report to the committee.	AF
6.2	Solvency Declaration Alana Fredrickson declared the P&C association solvent and signed the declaration in the presence of the committee members.	AF
6.3	2024 Audited Financial Statements The attached statements were presented by Blake Jaenke and adopted by the committee as true and correct.	BJ
6.4	Treasurer's Report Blake Jaenke presented a summary of 2024 financials as per attached Audited Financial Statements.	BJ
6.5	Uniform Shop Report Stock information included in financial statements. Samantha Daniel reported sales over \$5,000 from two Term 1 open days. Winter stock will arrive soon.	SD
6.6	Carine League of Dads Report Blake Jaenke presented the attached report on behalf of Luke Floyd.	BJ
6.7	Year 6 Report Alana Fredrickson presented the attached report on behalf of Belinda van Andel.	AF
6.8	Outdoor Project Report Nil report to present.	MS
6.9	Principal's Report Mr Black thanked the 2024 committee for their efforts. The school has welcomed new school staff members, and there are 574 students enrolled with no composite classes. In-term swimming commences in week 5 in 2 cohorts over 4 weeks at Scarborough pool. The school swimming carnival will be held on 19 March. MiniLit will commence soon. NAPLAN testing will be carried out in weeks 6 and 7. The school has adopted a new behaviour policy, SOAR. There is a new community volunteer helping to maintain the veggie garden. The school will participate in Clean Up Australia day on Friday 28 th February. The Anzac Day assembly will be held on 10 April. The Lego club is still seeking Lego donations. All school notices will be sent via Connect.	MB



7.	Elections	MB
7.1	Office Bearers Michael Black conducted elections for 2025 Office Bearers and Executive Committee. President: Samantha Daniel Vice President: position not filled Treasurer: Blake Jaenke Secretary: Sara Jaenke	
7.2	Executive Committee Hayleigh Bowyer Thomas Enston Lynzie Bremner Zoe Wallace Michael Black (ex-officio)	
7.3	Sub-Committees Alana Fredrickson moved that the P&C committee form the Year 6 sub-committee (motion 01/25). Resolution: Carried Alana Fredrickson moved that the P&C committee form the Carine League of Dads sub-committee (motion 02/25). Resolution: Carried Alana Fredrickson moved that the P&C committee form the Run Club committee (motion 03/25). Resolution: Carried Alana Fredrickson moved that the P&C committee form the Outdoor Project sub-committee (motion 04/25). Resolution: Lost	



8.	Appointments	
8.1	Review/Auditor Blake Jaenke's proposal that Pascoe Partners be appointed as auditor for the 2025 financial year was accepted by the committee.	BJ
8.2	Delegates to the WACSSO Annual Conference Alana Fredrickson informed the committee members of the WACSSO Annual Conference in August 2025 with one ticket included in WACSSO membership with the option to send another delegate. It was proposed that Samantha Daniel and Blake Jaenke attend.	AF
8.3	Volunteer/Member Engagement Coordinators Uniform Shop: Samantha Daniel Lunch Orders: Ella Del Prete Run Club: Leanne Carruthers Book Club: Hayley Clarke	AF



9.	General Business	
9.1	Principal's Wish List Mr Black presented the attached list of potential purchases/expenses for the P&C committee to consider.	MB
9.2	2025 Draft Calendar Alana Fredrickson presented the attached proposed calendar of events to assist with forward planning of financial motions and event planning and promotion.	AF
9.3	Adoption of Terms of Reference The attached 2025 Terms of Reference documents for the Year 6 sub-committee, Carine League of Dads sub-committee and Run Club sub-committee were presented to the meeting attendees. The Terms of Reference were accepted and adopted by the committee members.	AF
9.4	Unforeseen Expenses Alana Fredrickson moved that the President and Treasurer have authority to spend up to \$200 per event for unforeseen expenses. Resolution: Carried (motion 05/25)	AF
10.	Next Meeting The next General Meeting will be held: Tuesday, 18 March 2024 7.30pm, doors open 7pm	
	Meeting Closed: 8.40 pm	