



RIVA PRIMARY SCHOOL
PARENTS & CITIZENS ASSOCIATION (INC).
General Meeting
Tuesday 25th February 2025

1.0 Welcome and apologies

Opening and welcome, Acknowledgement of Country.

Code of conduct – All members adhere to the Code of Conduct for our meetings and are required to abide by it.

Attendees – Aaron Chaplin, Cassandra Cutler, Cindy Tan, Dianne Carlshausen, Karen Passmore, Oyeniyi Afolabi, Loncha Dhanbai, Taarika, Aisha Afolabi, Yogi Hatmojo.

Apologies / absentees - Sharon Tan, Bronwyn Mugeridge, Ainslie Olney.

Confirmation of agenda

Correspondence In & Out – IN- Nil

OUT - Nil

2.0 Disclosure of interests

Identify real, perceived, or potential conflicts of interest experienced by any member in relation to items on the agenda. These should be raised with the President before the meeting to determine the appropriate way to manage the conflict.

No conflicts of interest were declared in relation to items on the Agenda.

3.0 Minutes of previous meeting

Review of previous meeting minutes

Minutes of Executive Meeting, Tuesday 22nd October 2024 – Moved Cassandra Cutler.

CONFIRMED

Actions arising

No actions arising.

4.0 President's Report

- N/A -

5.0 Principal's Report

Attached.

6.0 School Board Report

- N/A – first Board Meeting for 2025 is scheduled for Tuesday 11th March.

7.0 Treasurer's Report

- Opening balance, \$12,480.73

8.0 Planning for 2025

- Discussion of Fundraising Activities and Initiatives for 2025:
 - **Federal Election** – Riva Primary will be a polling place for the Federal Election. The Committee resolved to run a sausage sizzle / stall on this day. The election date has not yet been announced. Discussion on sending fundraising authorisation letters to exec committee to seek donations from businesses.
 - **Disco** – was not held in 2024 due to lack of volunteers and logistics given student numbers. Will investigate how we may do this, with student numbers now nearly 850
 - **R U OK? Day** – was a first time initiative for the P&C for awareness raising. Some variation on evidence of impact from student experience. Will support this year, but perhaps look for new ideas
 - **Fun Run / Colour Run** – enthusiastic support for this. Discussion of the model for fundraising. Cass will seek out the information pack.
 - General discussion about being mindful of timing of events, given the busyness of the school calendar and the number of activities which have costs to families (swimming lesson, back to school, Camp etc).
 - **Free Dress / Theme Days** – discussion that our School Plan has student input which calls for one themed dress day per term. Generally these are split between the school/students and P&C, for fundraising and giving. P&C would be responsible for one fundraiser (Pyjama Day / Loud socks / Creative hair etc).
 - Suggestion to have an Arts evening, with student artworks on display / available for purchase.
- Potential beneficiaries of fundraising activities
 - P&C may consider the continued subsidy of swimming lessons
 - Year 6 camp in Term Four will be a significant cost for parents which the P&C may consider subsidising
 - Members asked to think of improvement projects from their perspective and that of their children
 - Suggestion for the P&C to possibly provide sunscreen around the school
 - It is easier for parents and community to support the activities of the P&C when there are clear goals and outcomes.

9.0 Mother's Day Stall

- The Mother's Day Stall will be held on Tuesday 6th, Wednesday 7th and Thursday 8th May
- Ordering early is required to ensure the best range is available
- P&C authorised Dianne Carlshausen to purchase the stock
- Members will be asked to assist with pricing prior to the stall, as well as set-up, rostering to staff the stall over the days.

Motion: *That the Riva P&C authorise expenditure not to exceed \$7 000 for the purchase of stock for sale for the Mother's Day Stall.*

Moved, Cassandra Cutlers, Seconded, Cindy Tan

CARRIED

10.0 Other Business

- Nil

11.0 Next Meeting

Tuesday 20th May 2025, 6.00pm

12.0 Meeting Close

There being no further business, Cassandra Cutler thanked all members for their contributions and declared the meeting closed at 7.04pm.

PRINCIPAL'S REPORT P&C MEETING 25th FEBRUARY 2025



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Start-up and Census

- We had a smooth start to the year, opening fully staffed and with all classrooms in operation;
- We have an enrolment just over 830 students;
- Changes to school day times for teaching and learning, and traffic
- Purpose, calm, and achievement focus.

State Election

- Election commitment announced of \$250 000 for the school if current government is re-elected
- Was announced as \$250 000 for the "Undercover Area" at Riva Primary School. Clarified that this would instead be for provision of shade as follows:
 - Rigid permanent shade over the 2 x bike compounds
 - Rigid roof structures over the gaps between Block 6 classrooms and Block 7 classrooms
 - Shade sails over the playground in the Hub
 - Possibly ½ to full court coverage with rigid shade structure over the basketball/tennis courts.

Upcoming Events

- Federal election
- To assist possibly with P&C support, or general planning, there are a few things returning, and a few new things to consider this year:
 - Swimming 3 x series, two venues, 4 weeks
 - Year 6 Camp
 - Riva Day
 - Junior and Senior Athletics Carnivals

School Plan

- We are heading into the final year of our school plan, Voyage and will be consolidating some of the remaining actions, while consulting and shaping the next plan for the next three years.