



Malvern Valley Primary School - Parents Association Meeting

Minutes – Annual General Meeting

Date	15th March 2021	Time 6.00pm	Duration: 1 hour	Location – MVPS	Minute Taker: Kate Kurdas
Meeting Objective	Discuss PA activities that fund additional services @ MVPS				
Attendees	Brendyn Flood, Claire Burzacott, Chantal McCrae, Kate Kurdas, Melanie & Justin Lafeen, Shino Shibata, Tanya LaBonne, Steven Leung, Kellie Badge, Carl Gent, Andrew Boylett, Prasoon V, Raymond C, Brigitte Chau, Dan Leon, June Wang, Tanille Jewell, Claire Lyons, Carly McKay, John Beach, Simon Gould, Nicole Matsoukas and Julie Hat.				
Apologies	Kellie Badge, Tina Johnston, Natalia Chistyakova, Cate Williams				
Actions and Agreements					
No	Item Details	Action (Recommended or taken)			
	Welcome and apologies				
	Minutes of previous AGM	Motion: that the minutes of the previous AGM be accepted as a true and correct record. Moved: Brendyn Flood Seconded: Chantal McCrae Vote: Carried			
	Business arising from previous AGM minutes	None			
	President's report (Brendyn Flood) <ul style="list-style-type: none"> See Appendix A 				
	Treasurer's report (Kellie Badge) <ul style="list-style-type: none"> Presented by Jo Ann Lamb See Appendix B 	Motion: that the Treasurer's report presented be an accurate reflection of the PA financial position at the end of 2019. Moved: Brendyn Flood Seconded: Chantal McCrae Vote: Carried			
	Acting Principal's report (Nicole Matsoukas) <ul style="list-style-type: none"> See Appendix C 				



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	Canteen report (Tina Johnston) <ul style="list-style-type: none">• See Appendix D	
	Election of Office Bearers <ul style="list-style-type: none">• Nicole Matsoukas was responsible for conducting the election• All office bearer positions were declared vacant and the following persons elected:<ul style="list-style-type: none">○ President – Chantal McCrae○ Vice President – Claire Burzacott○ Treasurer – Kellie Badge○ Secretary – Kate Kurdas• General Members (non-executive)<ul style="list-style-type: none">○ Tina Johnston, Shino Shibata, Tanille Jewell, June Wang, Brigitte Chan, Tanya LaBonne,	
	General/Special Business	None
	Closure of meeting: 7.10pm	

Proposed Meeting Dates for 2021

26th April

24th May

21st June

19th July

16th August

13th September

11th October

8th November



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Appendix A:

Malvern Valley Primary School Parents' Association, President's Report, 2020

Welcome to the Malvern Valley Primary school P.A committee AGM.

This year was a challenging one to us all in so many different ways.

The PA would like to thank those past and present volunteers for their commitment to Malvern Valley. With most of our events cancelled or postponed, As a committee what events we were able to have where a great success, The colour Fun Run being just one of them, Teachers appreciation day, also the grade 6 graduation was also a great event.

With the canteen operating on a small scale and a very unknown time line Tina Johnson did a great job and we can't thank her enough.

The Committee would like to thank the greater Malvern Valley community for their donations of non- perishable items to the Friends of Malvern Valley. Which where distributed to families in need in these unknown times. Those families where very great full for those items.

On behalf of myself I would like to thank the committee for their support, patience with myself and their commitment to the Malvern Valley way.

Brendyn Flood
President

Appendix B:

Malvern Valley Primary School Parents' Association, Treasurer's Report, 2020

We commenced the year with just over \$52,400 in the bank. 2020 was one out of the bag and the implications of the COVID-19 pandemic were felt by everyone within the Malvern Valley Primary School community including the Parent's Association. We were successful in hosting the "Welcome" BBQ at the start of the school year and quickly snuck in our first fundraiser for the year being the Baker's Delight Hot Cross Bun fundraiser (profit \$217.50). This was assisted by the fundraiser being conducted through our on-line canteen ordering system and the help of parents to collect the buns, bagging the orders and setting up a collection point at school. 2020 was a carnival year and unfortunately we were unable to host it during the year. We look forward to bringing the carnival back to the school community as soon as we can and have made a deposit of \$2,000 to secure carnival rides for the big event. With a good chunk of the school year being conducted from home we were adaptable and engaged with our school community as best we could digitally and in-person once government regulations allowed including:



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Learn:

- Guest Speakers: Mr Velez & Mr Harrington at the AGM
- The Fathering Project registration (cost \$1,000)

Celebrate:

- New Families Welcome BBQ (cost \$450)
- Teacher's Appreciation Days – Kudo Board messages for every teacher and aide plus a morning tea (cost \$354)
- Principal's Appreciation Days – Hampers (cost \$139)
- Father's Day – on-line collage of photos of Dad's and their kids (cost \$nil)
- Grade 6 Graduation (cost \$1,000)

Have fun:

- Replacement of the MVPS branded gazebo (cost \$2,600) - so that we can all have fun at the usual events when government restrictions allow including Twilight Sports & Fund runs
- Colour Fun Run (cost \$150)

Fundraise & Community Engagement:

- Hot Cross Buns (profit \$217.50)
- Cards and Calendars (profit \$430)
- Tea towels (profit \$182)
- 2nd Hand Uniform Shop (profit \$725)



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The Parent's Association continued their ongoing support of the Grade 6 students in their final year through the purchase of a specially designed Rugby Top to distinguish the students as our school leaders (cost \$1,350) and subsidised their graduation. Canteen is the other significant contribution to the school community and everything possible was done to bring some normality back to the students when they returned to school including offering canteen one day a week including snack and lunch menu's delivered to classrooms. The canteen made a profit for the year of \$1,170.00. We will head into 2021 with a healthy bank balance of approximately \$47,000. We would not have been able to do any of these activities without our fantastic volunteers, both those in the Parents' Association & the others in the school community that donate their time, effort and support. Thank you to everyone who helped make each activity a success!

Kellie Badge

Treasurer

Appendix C:

Malvern Valley Primary School Parents' Association, Principal's Report, 2020

Nothing noted during acting principal's term.



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Appendix D:

Malvern Valley Primary School Parents' Association, Canteen Report, 2019

After a challenging year in 2020 the canteen still proved to be popular with the MVPS community. Unfortunately we are still not yet running window service or full menu due to COVID restrictions however we are hopeful that may change next term.

Our school is one of very few in the area and in fact Melbourne that continue to run a volunteer based canteen for students that offers an affordable service as well as fundraising opportunities. We aim to keep menu prices as low as possible with many items offered at cost.

Most schools in the area have outsourced their lunch orders to a delivery service which is significantly more expensive and does not offer any hot food options. So far this year we have had no trouble filling our volunteer roster which shows what a fantastic community we have here at Malvern Valley. We hope the strong parent support of our canteen continues in order to offer such a popular and varied menu.

This year we welcome Shino Shibata as Canteen Supervisor who has joined Tina Johnston by running canteen every second week.

The Canteen finished 2020 making an approximate profit of \$1,200 for the year which is significantly lower than usual due to the extend school closures.

During 2020 it was difficult to offer rotating specials as we were not able to welcome volunteers into the Canteen. Popular special items have recently returned this term such as Jelly cups, Yoghurt & Strawberry cups, Honey joys and chicken nuggets.

I would like to thank all parents that helped out during the year and welcome anyone interested to sign upper a shift when they can and use the opportunity to ge tot know other parents at the same time.

Tina Johnston
Canteen Supervisor