St Francis Xavier Primary School
Kids who care

Parents and Friends Meeting Minutes

Date: 24 August 2015

Tour of newly renovated library

1. Welcome

In attendance: Christina Radcliffe-Smith, Julie Redshaw, Chrissy Peters, Tamra Bentley, Veronica Lawson, Rechelle Rogers, Denis O'Sullivan, Sonia Ledger, Robert Grant
Apologies: Fr Roger Burns

2. Minutes of Previous P&F Meeting

- Minutes of previous meeting (27 July 2015) were tabled as a true account of the meeting.

Business arising from previous minutes

- **Boxes for surplus craft items for OSHC:**
  Action: Veronica agreed to give teachers a box at the end of the year to place surplus craft items in.
- **Mention wanting to use funds for volunteers' party in next P&F newsletter:**
  Action: Christina to draft P&F newsletter. Chrissy to add to P&F section in electronic school newsletter.
- **Choral Festival 15 Sept catering:** P&F has agreed to sell food/drinks (sausage sizzle, drinks, cake, coffee/tea) at the night-time show
  Email from Veronica:
  - Food and Drinks will be available from 5:30pm until 6:55pm
  - Sausage Sizzle: $ 2:00, Soft Drink: $2.00, Water: $2.00
  - Tea and Coffee will be available at Intermission
  - Tea /Coffee With Biscuits: $3.00
  - Preorders are happening for the sausage sizzle so you will know how many to order

  Action: P&F Executive to organise catering. Organise slab cakes. Denis to lend us a trolley.
- **Oval:** Look at aeration over September school holidays and maybe first week of Christmas school holidays. The grass that builders have driven over will be replaced at their cost.
  Action: Veronica to ask architect, Bernard Rush to undertake aeration with P&F to pay.

3. Correspondence (Secretary)

- Correspondence was tabled by Chrissy Peters, Correspondence Secretary.
  - Letter from Paul Pisasale, Ipswich City Council enclosing Acquittal Report for $500 fete donation
  - Completed Acquittal Report mailed to Ipswich City Council

4. Treasurer's Report (refer to attachment)

5. Principal's Report (refer to attachment)

- Veronica advised that Uniform Shop was closed this week so they could undertake a stocktake

6. **P&F Subcommittees.**
   Fundraising/Events:

- **Fete 2015 (Sunday, 30 August 2015 – 11am-4pm – rides arriving before 7am):**
  - Paul Tully – donation of 2016 fees ($1,820) for art union first prize – Christina to contact and organise a time for his attendance at the fete. Christina to chase up the donation money. Paul will come at any time – give him the option of opening, drawing raffle or both.
    Update: Paul Tully has donated $5,000
  - Paul Pisasale – donation of $500 – unable to attend
  - Victor Attwood – able to attend – Christina to contact and organise time for his attendance at the fete
  - Bernie Ripoll – unable to attend–already donated to school this year
  - BOC account to be set up.
  - Denis to complete fete safety checklist.
  - Veronica has organised for the rides to be audited beforehand.
  - Setup 1pm-4pm on Saturday afternoon.

7. **General Business**

- **Ipswich City Council requested feedback re school parking:** No feedback received by school.
  Action: Christina to do letter to parents asking for feedback with parents' responses to go to the school.
- **Consider using part of P&F levy to pay for second Tuckshop convenor:** Discussed
  Action: Voted and agreed that P&F would donate $5,000 per year to cover extra costs. Veronica to make decision where the money goes. To start term 4 this year.

The next P&F Meeting is scheduled for **6.30pm Monday 14 September.**
Agenda items are to be emailed to sfxpfc@hotmail.com by **5.00pm Friday 4 September**.

Meeting closed 7:35pm