Parents and Friends Meeting Minutes

Date: 30 July 2012

1. Opening Prayer - Father Roger

2. Welcome
In attendance: Lydia Felu, Helen Youngberry, Meredith McCallion, Louise Mason, Chrissy Peters, Hannah Nelson, Veronica Lawson, Fr Roger Burns, Vanessa Marsh, Theresa Wallace, Sr Veronica Ekerick, Catherine Meiklejohn, Michaela Lewis, Natalie Chong Nee, Chen Hoang, Tony Brose, Jeremy Bick
Apologies: Kelly Watson, Ina Salapo, Danielle Bosse, Tenille Mantei

3. Minutes of Previous P&F Meeting
   • Minutes of previous meeting (18 June 2012) were tabled as a true account of the meeting.
   Moved: Louise Mason  CARRIED
   Seconded: Helen Youngberry

   Business arising from previous minutes
   • Pie Drive feedback - Positive feedback from some school mums who feel that a pie drive (or similar) is a way to contribute to the P&F if they are unable to contribute in other ways. The school feels there is a conflict with the information provided to parents of new students that the P&F levy negates the need for fundraising. Possibility that the school, from 2013, will advise parents of new students there is a levy and optional fundraising events throughout the year. A suggestion was made to survey current parents to assess positive and negative feedback.
     Action: Lydia Felu to investigate survey methods and report back.
     Moved: Meredith McCallion  CARRIED
     Seconded: Lydia Felu
   • Proposed Calendar for 2013 - A calendar detailing both school and P&F events for the year, to be given to parents of newly enrolled students. The calendar would also be available on the school website and P&F section of the school website.
     Action: Lydia Felu (or delegate) to compile a draft calendar.
     Moved: Natalie Chong Nee  CARRIED
     Seconded: Hannah Nelson
   • Basketball Court - was supposed to be demolished/removed over the school holidays but this was unable to occur. The work will now have to wait until next school holidays. Lydia emailed Cr Paul Tully but has not yet had a response.
     The Landcare grant application for the turf has been submitted. We will know if we’re successful by the end of September
     Action: Lydia Felu (or delegate) to follow up with Cr Tully.
     Moved: Louise Mason  CARRIED
     Seconded: Helen Youngberry
• Class 3 Blue’s ideas for the next school disco - specifically that the class with the best attendance have some kind of reward. It was suggested that a trophy would be better than 3 Blue’s idea of no homework for a week (which gives homework a negative connotation). A spreadsheet of classes will be checked off upon admission at the next disco (August 10) and then tallied to ascertain the winner.

Moved: Louise Mason  
Seconded: Helen Youngberry  
CARRIED

4. **Correspondence (Secretary)**  
• Correspondence was tabled by Chrissy Peters, Correspondence Secretary.

5. **Treasurer’s Report**

• Opening balance: $13,262.25  
  Balance as at 29 July 2012: $14,536.02  
• Opening balance (On-call acct): $24,526.68  
  Balance as at 29 July 2012: $27,630.23

• Louise raised the outsourcing of the Uniform Shop to LJ Apparel. Prices will be guaranteed for 12 months on a 5 year contract. LJ Apparel buys uniform stock from the P&F. The money from this purchase will be kept in a separate account and will remain untouched for the period of the contract. Vote: unanimous yes.
• Secondhand uniforms will not be part of the uniform shop when LJ Apparel takes over.  
  **Action:** Louise Mason to organise the transfer of responsibility and assets.

Moved: Louise Mason  
Seconded: Meredith McCallion  
CARRIED

• Purchase of a colour printer for the P&F, plus moving the P&F-owned black and white printer from the tuckshop to the dressing room behind the hall stage. The school will investigate whether a guest wifi logon is accessible in this area.  
  **Action:** Louise to compare printers and make purchase.

Moved: Chen Hoang  
Seconded: Chrissy Peters  
CARRIED

6. **Principal’s Report**  
Summary:  
• Prep Science Fair was successful - thanks to P&F for generously organising a BBQ for parents and students.
• School Vision and Mission Statement are being reviewed. School is seeking feedback from parents.
• The 2012 AEDI results will be released in early 2013 and will be available at [www.aedi.org.au](http://www.aedi.org.au)  
• World of Maths presentation was attended by years 2-7. Prep-Yr 1 will be participating in a similar age-appropriate activity towards the end of term.
• Catholic Education Week 2012 was held 22-28 July.

7. **P&F Subcommittees**  
**FUN-raising** - Chen Hoang, Danielle Bosse  
1. Trivia Night was successfully held with $930 profit going to the P&F.  
   NOTE: Thanks to Chen Hoang from the P&F for organising the Trivia Night.
2. School disco will be held on 10 August with a mini carnival theme. A request was made to make the disco 6-8.30 rather than 6-8 as a one-off time change.  
   **Action:** Veronica Lawson to ask staff if this would be acceptable, and let the P&F know.
3. Father’s Day stall will be held on Friday 31 August in the hall. The items have been received and look great. Other items will be randomly drawn for children at the assembly before father’s day.  
   **Action:** Chen Hoang to contact Rachel Grant, to see how many items are available for random draw.
8. **General Business**

- **Yearbook** - discussion was had regarding development of a yearbook created by students. Questions raised included: CD vs hard copy? Would it be for every grade, or only grade 7? Who would coordinate it? Who would fund it? Would it be possible/viable considering media permission protocols? What kind of costs would be incurred? Is sponsorship a possibility? Further discussion needed.

- **Asset Register** - For the purpose of seeking volunteers in the community who have skills or abilities that may benefit the students and/or school, and are willing to help with events. Further discussion needed.

- **Hall Toilet** - The disabled toilet may be used by parents with prams - they will need to ask teachers/principal for a key.

- **Clarity re. second break eating** - ITEM REMOVED FROM AGENDA

- **Process for moving/seconding motions** - raised by Father Roger.

  **Action:** Meredith McCallion to read through constitution for specific information on moving/seconding processes.

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😄 The next P&F Meeting is scheduled for **7.00pm Monday 27 August.**

😄 Agenda items are to be emailed to [sfxpfc@hotmail.com](mailto:sfxpfc@hotmail.com) by c.o.b **20 August.**

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**Meeting closed 8:23pm**