



St Bernadette's P&F Association

GENERAL MEETING MINUTES

Wednesday, 9th March 2016 7:30pm – Library

1. **Meeting opened:** 7.35 pm Opening Prayer by Leanne Nettleton
2. **Attendance**

Apologies: Naffa Arraf, Sharyn Kinnane, Helen Stockdale, Karen Lee, Davina Pratt, Steve Vassallo, Jeannette Barone, Sharyn Walsh, Melissa Younan, Peter Visar

Present: Nick Gooley, Leanne Nettleton, Amanda Egan, Alison Silvester, Jeff Younis, Therese Younis, Karen Orsini, Steve Lavis, Damian Kelly, Ann Hishion, Karen D'Souza, Adrienne McGovern, Michelle Towner, Mark Lean-Fore.
3. **Acceptance of previous minutes**

Motion "That the minutes of the previous meeting held on 18th November 2015 be adopted as a true and correct record". Moved by Jeff Younis, seconded by Damian Kelly.
4. **Correspondence In/Out**

Advertising flyers received – for fund raising and Mothers/Fathers day stalls. These will be passed on to the relevant coordinators.
5. **Reports:** *Note: reports in italics directly provided by office holders.*
 - a. **President's Report (President Nick Gooley).**

A big welcome and thank you to all the new P&F Coordinators.
Our new Hospitality Coordinators are Karen D'Souza and Marion Dodd. The first two events for 2016 went very well. Tea & Tissues for the Kindi parents and the Welcome BBQ, for Kindergarten and all new families to the school.
The new Book Club coordinators have completed the first order for the year and the books have been delivered. The next Book Club order should be able to all be completed online.
Jeannette Barone is the new Class Parent coordinator and she has done a great job to collate the grade lists and these have been distributed to all grades.
Uniform shop - welcome to Ann Hishian and Michelle Towner.
 - b. **Principal's Report (Leanne Nettleton) follows:**

2016 has begun smoothly for the children, family and staff of St Bernadette's. We began the year with the Mathematical Assessment Interviews with approx. 530 children interviewed prior to school commencing and the remainder interviewed in the first 3 weeks. Kinders commenced on Friday of Week One and made a very easy transition to school. Our 14 school leaders have made a significant contribution to supporting the Kindergartens in these first 4 weeks.

Parents will be attending Parent Teacher Interviews in Week 8. This has been an initiative suggested at our Parent Forum held in Term 4 2016 and these will provided an opportunity for parents hear from teachers how their children are progressing in these first 8 weeks of term.

Our Year 5 students have already attended Camp at Vision Valley a wonderful experience for them and a great way for them to build team and community spirit.



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We have a great year ahead of us:-

It is our 60th Anniversary Celebration Year and we are already talking about this at school. This Term, in Weeks 10 and 11, the children will be studying units of work linked to each of the 6 decades of our school life. We will be opening the Anniversary celebrations with a mass and Fun Day on Tuesday 5th April. Then on Thursday 7th April the children will be experiencing school in the 6 decades of our history with the teachers dressing accordingly.

On our Anniversary Mass Day we will be launching our KidsMatter programme, which assist schools to support the positive mental wellbeing of our community.

We continue our theme of "Renew, Adapt and Listen."

Renew – recognise, celebrate build on and recommit to the successful initiatives in our learning community. In doing this we are able to continually focus our efforts on the needs of individual children and families.

Adapt - reflect on ways that we can improve and make our practices more relevant to our children and families and more reflective of real life purposeful learning. At St Bernadette's we are passionate about our children enjoying their learning, doing their personal best and growing in confidence through being continuously challenged.

Listen - make the deliberate choice to truly listen to our children and to each other by giving our full attention. It is through truly listening that we are able to understand how we can help our students to learn and understand what we can do to support them in their learning and ongoing development.

The Reading Recovery Programme and EMU Specialist Support Groups will continue for children in Years One and this year our primary focus group will be Year 3. Teachers will continue their professional learning about how to improve students writing skills, how to cater for differences in learning in the classroom and how to deepen our children's religious literacy understanding.

The school will continue its involvement with extra curricular sporting activities, CAPTIVATE Choir programme, Band (almost 120 children), and Debating.

We will reach out to the wider community through our mission work and involvement with Design2Shine.

This term we have commenced our involvement with the Sporting Schools government grants. Our 2 basketball after-school workshops are fully funded by this grant.

The proceeds of our 2015 FUN FAIR have gone towards the purchase and installation of our New TV screens and will also fund the networking of additional screens to the Years 5 and 6 learning areas and the library so that all screens can if we want to display the same view. We are in the final stages of organising our electronic sign for Brisbane Rd, the covered area for outside Year 1B and the repair of the roofline outside the Year5/6 stairs.

c. Treasurer's Report (Amanda Egan)

There is little to report this term from a treasury perspective. Current funds are quite low at the moment mainly due to the changeover from summer to winter uniforms in the uniform shop. (There has been approximately an additional \$20,000 spent in the first week of March). Funds will be boosted once winter uniform sales start to come through.

d. Uniform Shop (Ann Hishion & Michelle Towner)

Michelle and Ann are sharing the uniform shop jobs. Winter uniform stock is arriving and will be available from Week 9. A display will be going up in the shop. Three helpers have come on board. Currently working on the orders being able to be processed online. This online system should be set up for summer. Stock-take has been done. Michelle and Ann are looking at sourcing a new school bag. They will discuss school size requirements with Leanne and work with Amanda on the financials for placing an order. Sample shown was much lighter than the current school bag (one size only). Karen Orsini suggested a starter pack for Kindi's to order online, making the order process easier. Library & excursion bags also discussed.





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e. Hospitality Report Marian Dodd and Karen D'Souza

- *Tea and Tissues: 1/2/2016 - This event was held in the church hall on the day the new Kindergarten students commenced. It was an opportunity for parents to meet each other after dropping their children off on their first day at school. Roughly 50-60 people attended the function and they were provided with tea, coffee and biscuits and 'tissues'.*
- *Welcome BBQ : 5/2/2016 - All Kindergarten and new families to the school were invited to this event which was hosted by Year One parents and the P&F committee. It was well attended and the general feedback was very positive. This year the event was held on top court and the grass area which worked really well. We had a sausage sizzle followed by fruit platters and zooper doopers. A big thank you to all the Year One parent helpers and P&F members who did a fantastic job with setting up, cooking, serving and cleaning up on the day. We could not have done it without your help.*

Karen requested a list of upcoming events so she can plan ahead. We will put together a P&F Events Calendar for the 2016 and distribute shortly.

The Mothers Day Mass and morning tea will be the first event for Term 2, taking place on Friday 6th May. We did discuss if this could be changed to a mass followed by breakfast to be more accommodating of working mothers, however, there are many difficulties with this change. So the schedule will be maintained as Early Morning Open Classrooms, followed by special Mass coordinated by the School, followed by a morning tea that Fathers host.

We discussed holding a **Semi-Formal Dinner Dance** at the end of Term 3, to celebrate the school's 60th Anniversary. Leanne mentioned a similar event was held 10 years ago to celebrate the 50th Anniversary, with a dinner dance being held at the RSL Club. The P&F Exec Committee will discuss further and look at getting a sub-committee together to coordinate the event.

f. Maintenance Co-ordinator's Report (Naffa Arraf)

Working Bee is to be scheduled

h. Parent Representative Council (Alison Sylvester & Karen Orsini)

Alison attended the Term 1 meeting. Principal from Emu Plains spoke on how to read reports / goal settings. Patrician Brothers Principal – spoke "How to direct your children through school. Topic next term is ASPECT (Autistic children)

Term 3 - "Helping your child manage Anxiety" A physiologist for the diocese will be the speaker.

Term 4 event – Directions of Catholic Education in the future, presented by Gregory Biggs.

j. Book Club Report

The first order has gone through and books have been distributed. The electronic payment system has worked really well in terms of processing the orders. Next order will be 100% online payments. One brochure for all years worked much better. This will still go home with the children, even though orders will be made online.

k. Social Media Co-ordinator

This role has been taken over by Monique Doyle. Please email Monique or Sharyn Walsh if you would like anything posted on the P&F Facebook page.

l. Mothers Day Stall (Melissa Younan)

Mothers Day is Sunday 8th May.

Approx. \$2800 has been spent to date and most of the stock has been received. Two boxes of gifts were leftover from last year. The **stall will be held on Wednesday 4th May in the hall**. Prices start from \$2 to \$10. At the beginning of next term Melissa will advertise in the school newsletter a few "wrapping the gifts" days, for parents to come and help prepare the stall.



7. General Business

Car Park – Change to students entering school from Kiss and Drop has worked well. Issues still arise from parents doing the wrong thing, which puts children at risk.

- children are getting out on the wrong side of car and parents have been getting out to open the boot at Kiss & Drop in the morning
- children are walking between cars
- cars are still entering the carpark from Old Northern Road
- Jeff Younis raised the question “Could a footpath be added to the building in the top car park”. (against the church and between the two car park levels) Remove the trees and replace with the path? P&F and Leanne to have a meeting with Monsignor John to put together a proposal for minimizing the risk for children and parishioners as they walk across the car park.

Tuckshop - currently up for review. The school has advertised for tenders to be submitted, and to-date two businesses have visited the school. Leanne is holding a meeting to review the Tenders on Tuesday 15th March. Adrienne McGovern and will be representing the P&F executive committee at this meeting.

The Cleaners contract is also up for review and the school is looking to renew the contract with the current business.

8. Meeting Closed.