

# P & F Meeting Term 1 2018

**Date:** Wednesday 28 February 2018

**Time:** 7:30pm general meeting

**Venue:** School Library

1. Welcome by Steve Lavis and opening prayer by Leanne Nettleton.
2. **Apologies:** Mark Lean-Fore, Jeff Younis, Therese Younis  
**Attendees:** Melissa Beggs, Nancey Abouhamad, Laurence Pratt, Julie Hawkes, Robert Taggart, Steve Lavis, Amanda Baker, Xiao Yin Ma, Natalie Coghlan, Natalie Perez, Dianna Zatie, Melissa Younan, Bernadine Nazareth, Naffa Arraf, Denny Allan, Mark Haj, Anne-Marie O'Byrne, Nick Gooley, Leanne Nettleton.
3. Passing of previous minutes- Moved by Steve Lavis, 2<sup>nd</sup> by Naffa Arraf.
4. Correspondence in/out- invoices for Treasurer, fundraising ideas.
5. Reports-

## **President report- Steve Lavis**

- Kiss 'n drop monitoring a success, kids loved it. Some parents not complying but most are following rules.
- Friday afternoon gardening great fun, good turnout. Di's dad donating 4 citrus trees for new gardens. Teachers giving up their time for this as well as parents and students. P & F fully supporting this.

## **Principal report- Leanne Nettleton**

- MAI's in first few weeks
- Staff undergoing lots of professional learning (reading recovery, EMU maths, new teacher, Danielle, replacing Pam Hord who is on long service leave)
- Building program continues
  - paused awning works til after Catholic Schools Week
  - toilets completed
  - accessible toilet major improvement
  - classrooms should return to normal next year
- Enrolments 2019 beginning
  - Advertising is CEO funded for brand consistency (fixed signs, scooters)

## **Treasurer report- Robert Taggart**

- 2017 accounts closed and sent to accountant
- Accounting software imminent, need to liaise with uniform shop so it all syncs

### **Uniform shop- Julie Hawkes**

- Thank you- Nick Gooley and Amanda Baker, Julie's parents and office staff. All so helpful and supportive. Made the transition much easier
- Munch monitor/flexischools more focused on online ordering, not our focus at the moment. Need inventory system as priority.
- Printer should arrive this week so shop is self-sufficient.
- Working with Robert on reconciliation sheets - able to email him directly or he has access to google drive.
- Developed database for tracking inventory/orders
- Cleared old documents from shop, stored in P and F room ready for secure disposal
- Winter stock ordered- ready to sell end of March. Will announce in newsletter and via Facebook.
- Flash sale on 2<sup>nd</sup> hand summer stock. Pure profit for P & F. All agreed good idea. Lots of time spent washing and ironing- would rather sell it than pack away.
- Starting to get new style of hat without cord.
- Sponsorship for new bags, Century 21.

### **Hospitality- Dianna Zaiter**

- Tea and tissues well received
- Kindy BBQ huge success, much more community feel. Great evening. Food was awesome
- Pancake day much better this year. Kids loved it. Easier for parents. Allergy friendly option much appreciated.

### **Maintenance- Naffa Arraf**

- Trees to be tidied up
- Garden near stage to be culled
- Working Bee to be scheduled. Lots of discussion about what would suit families- Fridays may suit some, Saturdays work for dads but may impact with sport.
- Dads with trades have indicated to Steve that they will volunteer their time, great news.
- Working Bee Friday 23<sup>rd</sup> to do general gardening. Garden club kids and parents invited to help. Open to whole school as well. School will draft letter. Rotary club still involved. Bunnings donating supplies for gardening club. Di's dad assisting as well.

### **Parent Representative Council- Denny Allan, Dianna Zaiter, Nancey Abouhamad**

- Need to complete online form
- First forum coming up soon, will be advertised to school

### **Grade Parent- no rep present**

- Steve advised high uptake this year
- Will be emailed to all parents
- Will have option to amend later in case of new families etc
- P & F will distribute with instructions on how to save

### **Book club- no rep present**

- No book club Term 1

### **School Banking- no rep present**

### **Social media- Laurence Pratt**

- Some Facebook posts not being seen
- Revive Instagram
- Encourage people to like and share posts
- Q from Denny Allan- can we have staff photos and names on website so we can easily identify teachers? Leanne advised this was privacy issue. Could possibly have photos located somewhere within school but would need to find suitable location. Website is being revamped.

### **Mother's Day and Father's Day stalls- Mel Younan**

- Stall 8/5, wrapping days before this date
- 11/5 Mother's Day morning tea, open classrooms and liturgy. (hospitality to cater)
- Leanne explained practicalities around this event, each year some people have issue but there are reasons we do it this way.
- Discussion around Father's Day- issues last year to be avoided this year. More suitable to discuss this with executive and hospitality committee

### **General discussion re Kiss and Drop**

- More appropriate to call it Stop and Drop?
- Leanne and Melissa exploring options
- Safety is key
- Sign that says Kiss 'n Drop closed to be put out at 8:30am? Parents then to park and take kids through office. Can't have kids locked out
- More signage to encourage cars to drive all the way down, don't park near crossing, don't get out of car
- We need a signed agreement like Blue wall car pick up
- Issue warnings?
- Annemarie had lots of ideas

- Leanne will explore signage costs
- Car safety lessons in class
- Utilise electronic signs
- Create sub group on signage, transport, special events (safety team should man kiss 'n drop during this time)
- Annemarie happy to create some wording for signs
- Police presence to reinforce positive behaviour for those doing right thing

### **Fundraising**

- Barn dance
- Movie night
- Trivia
- Leanne preferred family orientated event
- Preference for warmer months
- Won't happen this term, not enough notice
- Maybe term 2 but will be cold. May need sponsors
- End of term 2 if not weather dependant
- BBQ/Easter egg hunt?
- Robert- need something that is a fundraiser, can't just have fun fair
- Amanda- keep community feeling going after last year's fun fair
- Do we cancel working bee and just have egg hunt? School is currently a building site and that's a problem
- BYO picnic or BBQ for sale
- Early year for a community event and late year for a fundraiser
- Movie nights can be expensive and weather dependant
- Leanne said to keep in mind St Bernadette's day coming up end of term 1- 13/4. Mass, disco and picnic day
- Will revisit term 2 meeting. Need to decide
- Comedy nights are always good but adults only, good fundraiser though
- Nancey- international food day? Leanne advised parish already does that

**Meeting closed 9:30pm**

**Next meeting TBA**