



### P&F Meeting Minutes- 17<sup>th</sup> February 2020

- 1 Welcome: 7.00pm. Note: Future meetings to include Acknowledgment of Country
- 2 Opening Prayer
- 3 Attendees: Michelle Rodwell (Principal), Rebecca Nunes (Assistant Principal), Amy De Santis, Maria Bancroft, Jane Bancroft, Sara-Jay O'Shea, Tim O'Shea, Olivia Abnett, Jodie Robson, Melanie Jennison Karin Kolodzey, Toni Frendo, Kira Groznik
- 4 Apologies: Danielle Holt, Angela Allen, Lydia Jones, Deanna Carbonara, Nyssa Surian.
- 5 Confirmation of Minutes of the Meeting 21<sup>st</sup> October 2019: Confirmed by Sara-Jay and Tim.
- 6 Business Arising from the previous minutes
  - a. Fundraising chocolates from 2019 and outstanding money owed - [Update from Kellie Mundt](#): There are boxes of fundraising chocolates remaining from last year in the P&F storeroom. There are 10 families that did not return their boxes or money. These families have been contacted by the school and P&F. Motion passed by P&F executive to write-off these outstanding amounts. Sara-Jay committed to sorting the remaining boxes and will distribute as per P&F meeting; those past 'Best Before' date boxes will be donated to charity, boxes still in date to be used at Welcome Morning Tea and sold if possible at upcoming school events.
  - b. Future planning of the Year 6 Graduation dinner; is there an option to have at an external venue? – [Michelle Rodwell and Rebecca Nunes](#) will take this to the school staff to discuss. It was discussed that the main reason the dinner has been held in the school hall previously was to have it close to the Church (Mass), reduce costs for parents, and restrict alcohol consumption (nil). Parents however are then required to set up the hall, clean up after the event and pack up. Previous students have commented that the Year 6 Farewell lacks 'fun and celebration'.
  - c. Funding priorities to be determined and voted on – [Michelle and Rebecca](#) advised that the priority fund raising requests for the P&F are:
    - Playground upgrades, more seating and table spaces, more sensory play opportunities – School has already committed \$8000. P&F Funds requested to add to this should P&F undertake fundraising in 2020.
    - Laptop/iPads additional and upgrades – School has requested \$10,000 from P&F
    - STEM (eg Robotics) – amount to be advised, currently the P&F are working on applications for Grants for STEM equipment.



- Year 6 Farewell contribution - \$1500
  - Annual Library contribution - \$1500
- d. Fundraising ideas to be discussed. Noted that we need a change from Chocolates and Colour Run.
- Agreed that the Colour Run to be every second year. Chocolates needs to be 'rested' for at least one to two years – parent feedback is that they also must sell them for extracurricular activities. A post on P&F FB page has provided the following fundraising ideas; Raffle with cash first prize, Tea Towel fundraiser, Family Portraits, Pizza day, Snow Cone day, Fairy Floss day, Entertainment book, Spring Fair, Spelling Bee, Trivia night, P&F levy, Movie night in the hall, Bingo night, Bunnings BBQ, Obsticool, Second hand bookstore, Fundraiser movie night at Hoyts or Gala cinema, selling trolley keys, Wine drive, Picture Plates, Golf day, Talent show, Mufti day, Jeans for Genes Day, Jersey day, Variety night.
  - Fundraising committee to be formed. Post to be made on P&F FB page and School Newsletter asking for volunteers for the committee. Amy De Santis to do.
- e. Talent Show – Students and parents would like to see a return of a Performing Arts Showcase. P&F members advised Michelle and Rebecca of the history of previous Talent Shows. Michelle and Rebecca to discuss with staff to seek teachers to co-ordinate this. Michelle and Rebecca felt positively towards the idea.
- 7 Correspondence In/Out
- a. Childcare sharing platform 'Littlehubs' - Sara-Jay O'Shea has followed up with company requesting more information. If appropriate, Sara-Jay will share on P&F FB page.
- 8 Principal's Report - See attached report. Other important points; the school website is currently being upgraded, a new official Facebook page and possibly an Instagram page will be coming in Term 2. All K-3 classes are getting new smart TV's this week. The K-3 classes are receiving 40 new iPads, 5 per class. Confirmed that iPads will be used for Naplan testing for Year 3 students. Very positive feedback on new afternoon dismissal.
- 9 President's Report- See AGM report
- 10 Treasurer's Report- See AGM report
- 11 Subcommittee Reports - Nil



## 12 General / New Business

- a. Welcome morning tea (maximum \$250 budget, as per previous years) – Sunday 23<sup>rd</sup> March 2020 - [Sara-Jay O'Shea](#) to arrange food purchase. P&F members asked to attend to help set up, meet, greet etc.
- b. Thank you and farewell card/gift to Lynne Arblaster – Discussed a gift and card should be arranged for Lynne. Additionally, the P&F agreed to give a card and gift to Lisa Cooper who is currently undergoing treatment for cancer. P&F executive to arrange.
- c. Thank you to the P&F members who finished with the school in 2019 (Melissa Gillis etc) – to be noted on minutes and posted on P&F Facebook page by Amy De Santis.
- d. Grant application progress and priorities – [Melanie Jennison](#) updated P&F on current grant applications. Melanie to meet with Michelle and Rebecca to discuss future grant opportunities. Melanie to contact Gareth Ward regarding any potential assistance. Melanie asked is anyone has contacts with the three local clubs (Shellharbour Club, Albion Park RSL and Albion Park Bowling Club) could they please advise Melanie. We have a better chance of receiving funding if we have local connections to the clubs. Amy De Santis to place question on FB page.
- e. Confirmation needed of the correct entity, ABN, and not-for-profit status to use for the P&F when applying for grants etc. - [Melanie Jennison](#) and [Tim O'Shea](#) to follow up. Amy De Santis to contact Emily Greig regarding what ABN was used for the Shade Sail / Calderwood grant.
- f. School canteen feedback – how are parents finding it? How do parents raise issues or concerns with canteen operators? - [Michelle Rodwell](#) and [Rebecca Nunes](#) to follow up and advise.
- g. Mother's Day, Father's Day and Christmas Stalls – feedback and date setting – P&F executive to discuss. Time did not permit during meeting.
- h. Disco review, feedback and date setting – P&F executive to discuss. Time did not permit during meeting.
- i. Swimming carnival BBQ – [Tim O'Shea](#) to advise at next meeting.
- j. Sporting equipment – Can the sports leaders be responsible for bringing out and packing up additional equipment in breaks. It has been raised that there is little for the children to do in the breaks (if they don't play handball, basketball or soccer). Mr McCann has discussed previously having a variety of activities, eg. Mindfulness,



meditation etc, how can we make this happen? – P&F executive to discuss with Michelle Rodwell. Time did not permit during meeting.

- k. Swimming Lessons in school – parent representative enquired to if swimming lessons could be arranged within school time. Suggested that one year does a two week course each year, potential year 2 so they are then ready for the Swimming Carnivals in future years. P&F to investigate this for coming years and advise Michelle Rodwell.
- l. Mufti Days and Book week parades – Parents have asked if Mufti days will be permitted and if children will be allowed to come to school in their book week parade outfit. – Michelle Rodwell and Rebecca Nunes advised that yes the school would be supporting Mufti days and children will be required to wear their parade costumes to school. Children won't be getting changed in classrooms.
- m. P&F Calendar to be set by Secretary – DRAFT calendar being developed and will be issued once approved.

13 Agenda items for next meeting

- a. Social Media update
- b. Use of "Facebook Live" to broadcast meetings to be discussed

14 Closing Prayer: 8.40pm