



## Meeting Minutes of P&F General Meeting 13 May 2019 At 9:00am

### Attendance

Principal	Mr Justin Tuohy
President	Mrs Sarah Chatfield
Treasurer	Mrs Trish Cognilio
Secretary	Mr Paul Leighton
Members	Nicola Lovejoy Saeed Heidari Deliah Cassidy Celeste Hartfield

**Apologies:** Melissa Trend, Linda Foot, Belinda Hammond, Damira Relota, Lyndal Gallagher

**Opening Pray:** led by Mrs Sarah Chatfield

### Minutes of previous meeting:

The minutes of the previous meeting held on Monday 18<sup>th</sup> March 2019 were presented and accepted by the Committee as a true and correct record and to be published on the school website.

### Matters arising from the minutes

None noted

### Principals Report – Mr Justin Tuohy

- Recognition from (Australian Curriculum, Assessment and Reporting Authority (ACARA)) of the schools improvement over the past few years as measured by NAPLAN testing. It is not the schools approach to specifically focus on the NAPLAN testing, rather a philosophy of strong teaching will prepare students.
- Term 2 is very busy this year.
  - Two assemblies this term
    - Year 3 – Friday 14 June
    - Year 6 – Friday 28 June
  - NAPLAN testing starts tomorrow (Tuesday 14 May) and expected to finish by end of the week. Certain tests have to be done on specific days and testing will be online. By 2020, all Australian Schools will be testing online.
  - Cross County carnival is on 31 May followed by interschool carnival on 12 June
- Congratulations to the School Swimming Team – Sam Hicks received his Record Certificate at Gathering this morning. Boys team won the Shield which was a great result. Thanks to Mrs Seaman, Mr Gibbs, Miss Hubbard and all Staff who supported and assisted.



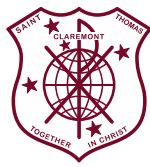
- Marketing letter box drop has been completed in the Subiaco/Shenton Park areas. Thanks to Lori Canalini (Gatecrasher Advertising) who developed the postcard flyer for the school.
- The School Psychologist (Leigh Thomas) will be supporting families at the school again in Term 2. Dates yet to be confirmed when she will be available for appointments
- 2019/2020 enrollments for Kindy intake are occurring now. Parents, please let your networks know.
- Mothers Day liturgy and stall – thank you to all those involved. This was a great success
- Edudance is on again in Term 2. Dance Concert will be at Loretto Primary School again after the success of last year. Claire is organising the coffee stall again for the P&F.
- Cyclical review is happening this Term, 27-28 May. This will allow the school to share the results achieved over the past few years and provide insights into the plans for the coming years.
- Testing & Tagging was completed over the school holidays, together with checking of fire extinguishers and exit signs.
- This term - Holy Communion for Year 4 students and mass (11 May – held); Pre-primary mass (15 June).
- Wednesday Parish Masses this term – Year 2 Wednesday 15 May, Year 3 Wednesday 5 June, Year 1 Wednesday 26 June. Mass starts at 12.30pm and all parents are welcome to attend.
- LifeLink Day at St. Thomas' raising funds for Archbishop's Appeal – Monday 20 May.
- Thanks to Mrs Gibbs for Stations of the Cross & ANZAC day services
- Thanks to all for Caritas Australia fundraising, the School raised over \$960.

## **Presidents Report: Mrs Sarah Chatfield**

- No specific report to provide – covered in General Business

## **Treasurers Report: Mrs Trish Coniglio**

- Report tabled showing income and expenses
- Since last meeting, P&F Executive approved the purchase of Gold Level Litteracy support materials for approximately \$6,000.
- Night on the Green ran at a small loss (\$294.90)
- P&F has supported Clare Orange talk on Girls.
- Mothers Day stall has been run over past week
- \$448 has been raised through the Entertainment book
- P&F levy has raised \$8-- by end of Term 1.



## Fundraising Report

### Entertainment Books

- Request to raise awareness with parents
- Note has gone out to parents through class reps already
- Remind families closer to school holidays of savings available
- Books can be purchased online/on your phone and people interstate can purchase these, linked back to the school.

### Mothers Day Store

- Thanks to Belinda and Damira for organising

### Quiz Night

- Will be looked at for 2020

### 110<sup>th</sup> Anniversary Celebrations – 5<sup>th</sup> July 2019

- Last Friday of Term 2
- Getting invitee list together now of past families and staff
- The school will use facebook to promote/reach out
- School will have an Open Morning where people can come and see the school
- Asking for help with setting up in days prior plus on the day help
- P&F asked to support with hiring of catering equipment etc for the day
- Parish will be providing lunch for the children, P&F asked to help with cooking/serving.
- The day will also link in with St Thomas' Day Celebrations (bouncy castle etc) for the students in the afternoon.

*Motion: "That the P&F support the 110 Anniversary Celebrations and allocate up to \$2,000 for the School to spend at its discretion for this"*

Moved: Justin Tuohy; Seconded: Sarah Chatfield. Motion Passed

## Canteen Report

- This continues to work well, no report presented

## Uniform Shop Report

- Has now gone online and is working well
- Need to label sample stock being held by P&F as "Sample" so that it doesn't go missing.

## Class Representative Report – Mrs Sharron Tee

- No report received

## Parish Representative Report

No report presented



## General Business

### 1. Sticker fundraising

Sarah has been approached by one of the parents who has a sticker business to see if the School would be interested in running a fundraising activity whereby families can order sticker labels and all profits go to the school. Decided to look at in Term 4 for start of new school year for approval then.

### 2. Staff wishlist

The first round of the wish-list has been purchased

Reviewing remaining items and Justin will present at the next meeting any further items to be supported.

### 3. P&F Constitution

This has been updated following feedback from the last meeting and is now being signed for publication.

Next Meeting: Monday 17 June 7pm in the School Library.

Meeting Ended 9:40am

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Meeting Minutes Approved