**General Meeting No. 1**

**Minutes 2 March 2022**

**Venue:** Teams **Date:** Wednesday 2nd March 2022 **Time:** 7:00pm

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| **TERM 1 UPCOMING EVENTS** |
| Sundowner | Friday 18th February, *postponed*  |
| Shrove Tuesday | Tuesday 1st March |
| School disco | Friday 4th March, *postponed as of 14/3*  |
| Harmony Day | Thursday 23rd March  |
| St Thomas Feast Day | Term 2 |
| Art Show | Term 3 |
| Opening Morning  | Term 3 |
| Grandparents Morning Tea  | TBA |
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1. Opening Prayer and Welcome, *Melissa Di Latte*
2. Apologies
3. Approval of Minutes of previous meeting
	1. Approved by Sha Ragnauth and Bec Hartley
4. Covid Update, *Natalia Thomson*
	1. Ongoing management, directives from CEWA, Education Department and Health Department
	2. Isolation requirements (when required to be enacted) to be communicated in school newsletter tomorrow
	3. Mask requirements in place Thursday 3/3/22 Y3 to Y6 in line with government mandate
5. **Item 1**: Upcoming Events, *Bianca Della Vedova*
	1. Sundowner postponed in line with Covid restrictions
	2. Shrove Tuesday class based activities undertaken
	3. Disco planned for 1st April. Hopeful this will go ahead and managed in line with Covid requirements
	4. Harmony Day. Class based activities will be undertaken in line with Covid requirements. P&F can provide funding per 2021 (gelato and Little Italy)
	5. Mother’s Day Stall. Will be held in some capacity in line with Covid management, Carin Penberthy and Mel Di Latte to coordinate gift purchasing.
6. **Item 2:** Financial Update, *Bianca Della Vedova*
	1. Treasurer role to be filled, seeking volunteers. Tom Curnow to provide support in the interim. Role mainly require managing cash flow and actioning re-imbursements for out of pocket expenses.
	2. Operating account $17,362.92 and fixed term account amount of $12,000.
	3. A portion of the FTI will be moved to the operating account to maximise support to our school and current students. Amount to be determined by the P&F Executive and School Leadership Team.
	4. Research shows that schools that collect a P&F levy also undertake fundraising throughout the year
7. **Item 3:** Applications for Financial Support, *Bianca Della Vedova*
	1. School wish list.
		1. Smiley Minds grant won to create a wellness centre. View is to use the courtyard adjacent library. Additional funding sought to install a shade sail so the area can be used in warmer months.
		2. Equipment for the early learning area such as sporting equipment, frames, tepee and bikes
		3. Sound system has been purchased for drama / theatre and school events and functions. P&F approved funds for purchase in 2021. Students interested in theatre production but not wishing to perform will have the opportunity to learn and use the system during performances etc.
		4. Artshow planned for Term 3. Day will also have Open Day and Grandparents Day. View to incorporate with a wine/cheese evening to auction art items. P&F funding will be sought to support facets of the show.
8. **Item 4**: Passive Fundraising Brainstorm
	1. Given Covid environment and 2021 quiz night being a big fundraiser, view is to coordinate passive fundraising in 2022.
	2. Survey issued in 2021 indicated St Thomas Cookbook, St Thomas tea towel and shopping bag would be welcome
	3. Further suggestions in this meeting include St Thomas picnic blanket incorporating Linzi Carter artwork, silent online auction, St Toms Build a Bear mascot
	4. Opportunity to sell child face masks as a fundraiser. Pharmacy with school connections to purchase wholesale and then St Toms can mark up (within RRP) and retain the mark up component as fundraiser. NOTE – as of 4/3/22, this fundraiser will not proceed.
9. Class Rep Update
	1. A class rep coordinator role is not in place for 2022 as whole school communications issued through SEQTA. Class reps still in place for each class who will organise class-based events and provide class based communications.
10. Principal Update and Question Time
	1. Refer to attached Principals Update and Newsletter 3/3/22
	2. Swimming carnival completed in cohorts. Interschool carnival proceeding is dependent on Covid environment.
11. General Business
12. Meeting Close

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| **Completed P&F Events 2021** |
| **Term 1** | Parent Sundowner 19/2 Harmony DaySchool Disco 19/3 |
| **Term 2** | Mother’s Day Stall – wc 3/5Mother’s Day High Tea – 14/5Dad’s Golf & Dinner (St Thomas Dads Group) – 27/5Parents Quiz Night – 18/6 Edudance – June St Thomas Feast Day + Sausage Sizzle – Thursday 1/7 |
| **Term 3** | Father’s Day Breakfast - 31/8Father’s Day Stall – 1/9 |
| **Term 4** | Campout – 16/17 October Movie Night – November  |

