



P&F General Meeting - Meeting 2 for 2023

Date: Wednesday, 3rd May 2023
Location: School Library and via Microsoft Teams
Attendees: 10 Total

Time: 7pm
Chair: Clare McIlree

F2F (School Library) - 5		
▪ Heath Nankivell	▪ Clare McIlree	▪ Carin Penberthy
▪ Sarah van Bockxmeer	▪ Sha Ragnauth	

Microsoft Teams - 5		
▪ Patrycja (PK) Spears	▪ Danah Dunkeld	▪ Phil Tucak
▪ Sarva Shanmuganathan	▪ Simone Mason	

Agenda Item 1

Welcome – Clare
Acknowledgement of Country – Carin
Prayer - Sarah

Agenda Item 2

Apologies:

▪ Natalia Thomson	▪ Bianca Della Vedova	
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Approval of minutes of previous meeting:

The minutes of the P&F meeting of 15th March 2023 were agreed by all to be accurate.
Approved by Simone Mason and Sarva Shanmuganathan.

Agenda Item 3

Acting Principal Report, Mr Heath Nankivell

Mr Nankivell advised that this was his first Principal report and he wished Mrs Natalia Thomson well on her well-deserved Long Service Leave, and that we look forward to her return on Monday 22 May.

“Step by step, our Principal Mrs Thomson is walking in the same streets where Nano Nagle once walked in, immersing herself in the vibrant history and rich legacy of our community's extraordinary foundress. She even joined the Presentation Sisters for a moving Prayer Service on the anniversary of Nano Nagle in Cork, Ireland.”

Mr Nankivell advised that at the moment, the new “Slip Lane” is mostly effecting the school. He thanked everyone for their patience with the altered process for drop-off and pick-up. He advised that our message to students is simple: Be calm, be observant, be prompt, and above all - be safe. We will continue to work with the Town of Claremont rangers who are assisting them in developing signage and protocols for this area.



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Mr Nankivell advised that he has been receiving a lot of feedback from the parents with questions like: “Can anything be done better with the trees? Could it be extended?” Mr Nankivell informed that it is our responsibility to park appropriately and observe existing signage. He advised: “Please note: safety is the first priority and while it may take an extra 15-20 seconds for the car in front of you to move, it may be safest to wait.” A handout is being created and will be distributed to all parents shortly.

In response to Mr Nankivell’s information on the slip road an online parent mentioned that she had seen children exiting their car from the wrong side and requested that parents be reminded to not leave their vehicle to assist children with bags when doing a drop off.

Mr Nankivell advised that this will need to be continuously communicated to parents to ensure the safe and efficient drop off and pick up. Mr Nankivell informed that the teachers need to keep pushing the children through. The other day the timing was taken and all cars were gone by 3.08 pm.

Carin Penberthy asked the question: “*What is the rainy day plan?*”

- Mr Nankivell explained that the children would stay undercover and be walked out to the car with an umbrella.
- It was agreed that this new process is best for the safety of the children and also to preserve the basketball court.

Carin also asked the question if more gates will be opened to allow easier access to pick up the children.

- Mr Nankivell explained that he is still careful to not fully open the basketball court gate to make sure that people do not make the mistake and enter with their car; however, he will review this and make sure that constant improvements are made with this new process.

Mr Nankivell acknowledged that quite a few parking spots have been lost and in between the pine trees there will only be two angled parking spots on that street.

An online attending parent, Phil Tucak gave the feedback that the new slip road system was great and quick and made a suggestion on how to possibly streamline and assist the teachers in knowing who to bring out. Phil suggested that parents place a paper in the window of their child’s name and the year that they attend to assist the teachers. Mr Nankivell explained that they had previously thought of this as well and even had children prepare A3 sheets; however in the end they did not go ahead with it. Mr Nankivell explained that it was a good suggestion and one that he will once again further look into.

Mr Nankivell advised that this Friday was the school cross country. He explained that Sharon is looking forward to it and the kids seem to be very excited. Mr Nankivell encouraged the parents to come on down to support the children and assist on the day if at all possible. The School Cross Country will be held at Rowe Park this Friday 5th May.

To conclude Mr Nankivell advised that he looks forward to celebrating Mother's Day on Friday 12th May with a liturgy at 9am followed by morning tea.



**Agenda Item 4.
Important Dates for Term 2.**

- Mother's Day Stall - Wed 10th & Thurs 11th May
- Mother's Day Liturgy & Morning Tea, Fri 12th May
- Year 3 Mass & Sausage Sizzle, Sat 20th May
- Parent Information Night, Tues 30th May - *"Raising Kids in a Digital Era"*
- Catholic Day, Pupil Free Day, Fri 2nd June
- WA Day - Public Holiday, Mon 5th June
- School Disco, Fri 23rd June
- EduDance Concert at Loreto, Tues 27th June
- End of Term 2, Fri 30th June



Mother's Day Events:

Clare McIlree advised that Mother's Day is next week and this year the Mother's Day Stall will be held on Wednesday and Thursday morning before school on both days between 8.10 and 8.45 am.

Email was sent out today requesting assistance with the stalls. The P&F team will run the stalls and the help required will include setting up, selling, gift wrapping and assisting the children to decide on what to buy. Clare advised that the email has the Sign Up link and we encourage the dad's and father figures in our community to help out if at all possible.

For Mother's Day, next Friday 12th May, the school will have a liturgy starting at 9.00 am and then after in the school hall, morning tea will be served. The P&F is also seeking volunteer help for this event and requested an RSVP via the link sent to obtain catering numbers.

The email was sent out by the school with all links included.

Year 3 Hosted Saturday Mass and Sausage Sizzle:

Clare advised that on Saturday 20th May, Year 3 will be hosting the 5.30pm Mass with a sausage sizzle to follow. Clare expressed: "I am sure that there will be families that have not been before and it would be lovely to see as many families attend as possible." Simone Mason advised that the gas bottle has been filled up since the last sausage sizzle and gave instructions to Sha Ragnauth on how to obtain a strong flame for cooking.



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Parent Information Night | Guest Speaker:

Clare informed that on Tuesday night 30th May, 7pm – 8.30 pm in the school hall, the school will be hosting a guest speaker Claire Orange, Child Advocate, Child and Family Mental Health Author, Advocate and International Speaker on “Raising Children in the Digital Age”. Clare encourages all to attend this information night.

Pupil Free Day | Public Holiday:

Clare informed everyone that The Pupil Free Day is confirmed for Friday 2nd June followed by the Public Holiday for WA Day being Monday, 5th June.

School Disco:

The School Disco has been confirmed for Friday, 23rd June. This is an event that is organised and run by the Year 6 parents and students and the P&F provides refreshments. Clare informed that a gold coin donation will be requested and it will be a fun night for the kids.

Simone Mason had a question about the school disco and asked if the Kindy children will be involved this year. Clare advised that she would need to speak to Mr Nankivell and get back to Simone by the end of this week, understanding that a flyer is being prepared and a confirmation would be required before distribution.

EduDance Concert:

The children started their EduDance classes this week and the concert for EduDance has been scheduled for the last week in June where it will be held at Loreto Primary School – Tuesday, 27th June.

Agenda Item 5. P&F Financial Position Update

Sarah provided a summary of the financial position:

- Current Balance = \$31,836.03
 - Building / Maintenance Fund = \$9,134.76
 - P&F Estimated Pledges from Wish List \$10,000

 - P&F GENERAL BALANCE: \$12,701.27

(Please see St Thomas' P&F Term 1 2023 Forecast on next page)

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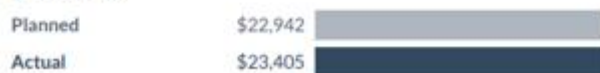
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St Thomas P&F Term 1 2023 Forecast

Starting Balance: \$38,708.11
 Building / Maintenance Funds \$9,134.76



Expenses



Income



Expenses

	Planned	Actual	Diff.
Totals	\$22,942	\$23,405	-\$463
Sundowner	\$3,727	\$3,862	-\$135
Bank Fees	\$100	\$0	+\$100
School Capital Purchases - 2022	\$17,920	\$17,920	\$0
School Capital Purchases - T1 2023	\$0	\$0	\$0
Uniform Shop	\$0	\$84	-\$84
Reimbursements Misc - T1 2023	\$0	\$0	\$0
Supplier Payments Misc - 2022	\$0	\$238	-\$238
Shrove Tuesday	\$132	\$117	+\$14
Parish Mass (lead by Yr 6)	\$109	\$0	+\$109
Harmony Day	\$182	\$0	+\$182
Mother's Day	\$773	\$749	+\$24
Reimbursements Misc - 2022	\$0	\$235	-\$235
P&F Fundraiser Event Term 3	\$0	\$200	-\$200

Income

	Planned	Actual	Diff.
Totals	\$3,700	\$7,717	+\$4,017
Sundowner	\$2,500	\$3,193	+\$693
Bank Interest	\$0	\$0	\$0
P&F Levy	\$0	\$0	\$0
Term 1 2023 Misc Income	\$0	\$0	\$0
Uniform Shop	\$1,200	\$1,924	+\$724
Permapleat (final)	\$0	\$2,600	+\$2,600
	\$0	\$0	\$0
	\$0	\$0	\$0



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Agenda Item 6 Fundraising Event for 2023

Clare advised that the July Parent social night has been booked and a "SAVE THE DATE" will soon be sent out but it will be held on Saturday night, 29th July.

It will be a "Hollywood" themed musical bingo event and a new venue has been secured but as before, you will need to purchase a ticket to enter and then alcohol will be purchased on the night while food can be arranged and bought in with you for the event. You can dress up as little or as much as you like for the fun night planned.

Clare advised that once Natalia returns, she will discuss with her what we will be raising money for and then we would have something to pledge the money for.

Agenda Item 7 Summary & Questions

Sarah updated and informed the group that \$10,000 was pledged by the P&F for the "Wish List". Part of that will be used towards the guest speaker for the "Raising Children in the Digital Era" information evening and that another wish list item - the Wobble Chairs that Natalia spoke off at the last P&F Meeting - have arrived. It was advised that these will soon be distributed around the school. Sarah also commented that the \$9, 134.76 is still there waiting to be utilised for its intended original purpose.

A question was asked by Carin Penberthy:

"Do you know what has happened to the new play grounds that were purchased last year and curious as to when we would see them in the school."

Mr Nankivell advised that Natalia is at drawing design phase and that it is still in the process and it may take another year before it is built. The school is collecting quotes and it has come to light that there is a drainage issue as well since the area is prone to flooding. Soak wells need to be considered to address the problem. Mr Nankivell explained that more preparation is required before it can all come together but work is in progress.

To conclude, Clare advised that the minutes will be typed up and uploaded to the website. If you need to get in contact with the P&F please use the email below or direct questions via your class reps.

- Thank you and meeting close.
- Keep in touch and if you have any questions please contact the P&F Executive Team via:
❖ stthomaspandf6010@gmail.com

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