



St Patrick's Catholic Primary School P&F Association

Minutes for P&F Meeting Thursday 29th May 2014

Chairperson: Annabel Cockerton

Meeting opened: 7.35pm

- **Prayer**

- **Record of Attendances** – Sharon Bevan, Annabel Cockerton, Julia Conroy, Michelle Cormack, Sonia Costa, Patti Cox, Nicole Cumming, Marcus Hams, Karen Hayhurst, John Malicki, Michelle Perry, Adrienne Prazauskas, Anna Rott, Angela Stitt, Janelle Treadwell

- Apologies** – Rachael Brady, Yolanda De Silva, Renee Heaney, Leona Holliday, Sharon Palmer, Megan Thompson, Megan Waterhouse

- **Confirmation and acceptance of previous AGM minutes** – accepted Annabel Cockerton, 2nd Marcus Hams

- **Vice Presidents Welcome – Annabel Cockerton**
 - Annabel thanked everyone in attendance for their ongoing support
 - Meetings should go no longer than 2 hours with the aim of completing all meetings by 9pm
 - Each agenda item should go no longer than 10-20 minutes. If further discussion is required than a sub-committee will be formed and required to report back at the next meeting
 - All agenda items are published in advance. Any new items brought forward at the meeting will be tabled under “Matters for future consideration”.
 - House rules for a friendly and welcoming P&F meeting –
 - Everyone should be opened minded and respectful of others
 - Only one person speaks at a time

- **Correspondence IN**

Bus Zone primary campus (refer to meeting minutes 27/2/14)
Traffic Committee Report, Gosford City Council. Report attached.

- **Correspondence OUT**
 - Email to Bunnings West Gosford (dated 25 May 2014) regarding position on waiting list. Original request was misplaced during their move. **ACTION** Michelle to follow up in June.
 - Personal invitation to Class Pastoral Parents inviting them to P&F meeting

REPORTS

PRINCIPAL – Nicole Cumming

- Kinder enrolments for 2015 strong
- Slideshow - Kinder Photo board – 2014 children (showcased at Kindergarten Information Evening) – with thanks to Mrs. Morris
- New website has been received well. All feedback has been positive. It is bright and has a more professional look

- Chrome Trial has commenced for Years 4 & 6 (refer to ENEWS 16 – 30 May 2014 for more details)
- NAPLAN completed for 2014 earlier in the month
- Year 6 excursion to Canberra went well
- Excursions for Year 1, 3 & 5 will be held later this term
- Drumming lessons for K-6 will commence soon with thanks to Craig Morrison. Years 5 & 6 will complete intensive lessons over a four week period.
- GALA days for soccer coming up. League completed earlier in the month.
- Two extension math programs have commenced once a week during lunch. Children were invited to participate by class teachers. Stage 2 (Years 3 & 4) are working with students from St Edwards and a Math's Olympiad is running for Stage 3 (Years 5 & 6) with Mr. Coote.
- Seasons for growth/grief program has commenced
- Hearing tests very successful. Two days scheduled 26 May & 2 June
- First reconciliation program underway
- Grandparent Day to be held Friday 25 July.

SPORTS – Nicole Cumming

- Athletics Carnival Friday 30 May.

TREASURER – Patti Cox

Balance as of last meeting (27 February 2014) -	\$4,578.72
Income -	
P&F Levy total	\$6,287.10
Mother's Day stall	\$2,582.35
Interest	\$ 10.72
TOTAL INCOME	\$8,880.17
Outgoing expenses –	
Easter parade prizes	\$ 137.99
Mother's Day Stall gifts	\$2,462.00
P&F drinks & meeting supplies	\$ 128.77
TOTAL OUTGOING	\$2,728.76
Balance as of 29 May 2014	\$10,868.12
Mother's Day Stall Profit	\$120.35
(Please note extra gifts were ordered). Excess stock will be used next year	

CANTEEN – Michelle Cormack

- \$10,000 to be kept in canteen account for Garden of tranquility project.
- \$4,000 on hand (outstanding invoices to be paid)
- Streets to provide new ice cream freezers for both canteens in the coming weeks

- Primary façade looking tired. Blackboard needs freshening up and the area above roller doors. Michelle to put notice in newsletter asking for help with design to update blackboard. John Malicki will take a look at outside area to see if he can repair board and clean façade.
- Once updated, look at students taking ownership (SRC?) of presenting artworks regularly
- Chest freezers need to be shuffled between canteens. New seals needed. Infants needs new pie warmer. Nicole has approved.
- Still issue with children not finishing ice blocks and drinks before bell at recess and lunch. Volunteers not to sell them past the times listed in canteen to allow children to finish. Nicole will speak with primary children and Michelle to infants warning them if ice blocks or drinks not finished then the leftovers will go in the bin.
- Michelle C would like to show support to the Year 6 children at the end of the year. Perhaps contributing to their fundraiser or graduation. The primary canteen relies on our Year 6 students to open for recess on Wednesdays and lately on Fridays and the children are always willing to help. All in attendance agreed. **ACTION – follow up and next meeting on what we can do. Need to speak with Year 6 parents.**
- New items - will trial vegetarian quiche and quiche Lorraine from June. P&F has approved canteen to stock Paddlepop Thickshake at \$2.00. Please make sure spoons are on hand. Hot Milo to return once weather is cool enough. Removing chicken pies from menu as not a good seller.

PARISH – No report. Father Tadeusz on leave.

UPDATE from Sub committees

Disco – Sharon Bevan

- First disco of the year was a success, no complaints regarding entry fee
- Positives: DJ on time, set up easy, canteen organized, lots of volunteers, rubbish picked up. All infants children were signed out, no parking on campus great initiative. Senior children stayed back to clean up after primary disco finished.
- Negatives: changeover a problem (between the infants disco finishing and primary starting), lighting not sufficient on the playground, not enough water cups, not enough change for entry for primary children.
- Solutions: create holding area for primary children who arrive early on the year 6 verandah / Nicole to investigate what's happened to floodlights on playground / order more cups or send children to purchase water from canteen (bubblers not an option – too far from supervision) / extra coins/change to be supplied in time for primary sign on.
- **Next disco** – Friday 8 August. DJ booked. Annabel to organize roster, Michelle canteen, Sharon – Infants Supervisor, Rachael – Primary supervisor

Trivia Night

- Agreed Saturday 23 August was a suitable date. Event to be held in the hall.
- Sonia presented a fundraising idea on behalf of Mr. Mac (5MJ) "Pick a sport" card. Patti to investigate further.
- Prizes need to be organized for event.
- Committee – Annabel, Angela, Patti
 - NB – Renee Heaney has book the Trivia Host for the evening.

Canteen Volunteers

- Struggling to find volunteers to assist.
- Annabel requested that family members be asked to help e.g. grandparents / aunties / uncles etc.

- A commitment of once a year would ease the load of our few regular volunteers
- Decided that both canteens require 2 volunteers to open on Fridays. We have been regularly operating with 1 volunteer only on primary (with an extra helper coming in for an hour around lunchtime to help pack and serve lunch orders). This will stop. If we do not get the 2 volunteers per canteen every Friday, then the canteen will not open. Newsletter and email to continue to be used to communicate canteen news.

Dinner Dance

- Annual dinner dance is currently held around March 17 (to celebrate the Feast of St Patrick)
- School community believes that this is a busy time of year with the new school year starting, winter sports getting underway etc.
- New parents to the school (e.g. kindergarten parents) feel uncomfortable attending as they are don't know a lot of people so early in the school year
- Previous dinner dances have been held in October, numbers were higher (currently selling around 130 tickets, maximum seating 160)
- Look at renaming the evening as a "St Patrick's Dinner (with disco and prizes)." The name "Dinner Dance" is a little old fashioned.
- Potentially swap our Trivia Night and Dinner Dance timings e.g. St Patrick's Trivia Night to be held mid-March and St Patrick's Dinner to be held in October (24/10/2015 deemed suitable). Winter timing not appropriate (too cold), Spring better option
- **ACTION** – Nicole to speak with the Parish. Review topic again at Term 3 meeting

Father's Day Stall

- Stall to be held on Tuesday 2 September (different day to allow different people to volunteer / any issues with gifts can be sorted before the end of the week /end of the week busy with Mass, book fair etc.)
- Patti to coordinate ordering of gifts / Michelle to organize pre-paid system / Annabel to source carry bags for children to take gifts home in
- **ACTION** – notice to be put in newsletter in Term 3 requesting volunteers to help children chose their gifts.

Air Conditioning

- Neither campus has air conditioned classrooms
- Comes down to a matter of priorities. It would cost well over \$100,000 to fit out just one campus. This does not include the ongoing maintenance or running cost.
- Ultimately, we are affected by 3 weeks of hot weather (February) in a school year and cannot justify the cost of installation

Matters for future consideration

1. **GALA Days/Sport Events – option for the school to provide a bus service (paid for by parents) for student attending Gala days or sporting events. Rather than relying on parents to drive or car pool. As many parents work this service would help children to attend.**

Meeting closed – 8.57pm

NEXT MEETING

**Annual General Meeting
Thursday 21st August 2014
7.00pm**

**in the LARC, Primary Campus (Victoria Street).
All positions declared vacant.**

Term 3 meeting will follow at 7.30pm

***Any matters for consideration to be forwarded to the Executive Committee via
email to SPEGparents@dbb.org.au by Thursday 14 August 2014***