



## **St Patrick's Catholic Primary School P&F Annual General Meeting Wednesday 7 March 2018**

**Chairperson: Michelle Perry**

**Meeting opened: 7.10pm**

- **Prayer – Building Communities**
- **Record of Attendances** – Ange Stitt, Nick Carbonara, Rachael Payle, Suzanne Simpkins, Katie Talbot, Jennifer Madden, Gemma Haskell, Emma Paulley-Hughes, Michelle Cormack, Julia Conroy, Rachael Brady, Alison Vickers, Sharon Bevan, Annabel Cockerton, Michelle Perry, Jacqui Nenadovic, Father Tadeusz
- **Apologies** – Cheryl Walsh, Nicole Patrick, Marie Walsh
- Photo Slide Show – prepared by Mrs. Morris (Music)
- **Confirmation and acceptance of previous AGM minutes** – accepted Ange Stitt 2<sup>nd</sup> Annabel Cockerton
- **Correspondence IN – NIL**
- **Correspondence OUT – NIL**

### **Annual reports**

- Principals report - see attached
- Presidents report – see attached
- Treasurers report – see attached

### **2018 Teams and leaders**

- ❖ **Social Team** – coordinate children and adult P&F social events including discos/trivia nights/movies nights
- ❖ **Celebration Team** – coordinate P&F run Mother's Day and Father's Day stalls, Easter raffle, Christmas raffle, World Teachers Appreciation Day
- ❖ **Welcome Team** – Welcome School Mass morning tea / Kinder first day "Tears & Tissues" / Welcome BBQ night / Kinder Orientation / Assist school with Mother's Day and Father's Day breakfasts
- ❖ **Canteen Team** – coordinate the running of the canteen

Volunteers were called upon and the following people will run the teams and organize people to help them –

**Social –** Emma Paulley-Hughes \*\*  
**Celebration –** Katie Talbot  
**Welcome –** VACANT – VOLUNTEER STILL NEEDED  
**Canteen –** Rostering: Ange Stitt  
Ordering: Marie Walsh  
Financial: Alison Vickers

*\*\* Emma Paulley Hughes would like the record to show that she runs an event and entertainment business (JC Entertainment) and in 2017 Emma's business was paid minimal fees to host the school disco. Any previous and future costs paid to JC entertainment are purely for her to cover her staffing costs and are not a conflict of interest in her coordinating the social team.*

**Election of new officers for 2018 –  
All positions declared vacant and called for nominations**

Nominations for President – Ange Stitt (nominated by M. Cormack 2<sup>nd</sup> A. Cockerton)  
Nominations for Secretary – Nicole Patrick (nominated by A.Stitt, 2<sup>nd</sup> E.Paulley-Hughes)  
Nominations for Treasurer – Nick Carbonara (nominated by S.Bevan, 2<sup>nd</sup> J.Conroy)  
Catholic School Parent (CSP rep) – Sharon Bevan

Nominations for Vice president – Position will not be part of the P&F executive team from 2018

**Meeting closed – 7.30pm**

## **St Patrick's Principal's Report for 2017**

2017 was a great year for St Patrick's. The year started with all classrooms having air conditioning installed. A fantastic way to start the year.

We had some very successful community events:

- Outside Community Radio Broadcast
- St Patrick's Day
- The colour fun run
- The school discos
- The trivia night
- Mother's Day
- Father's Day
- Grandparents Day
- Swimming Carnival
- Cross Country
- Athletics Carnival
- Welcome and thank you morning teas
- School Concert

All of these events were well supported by our school community. A special thank you goes to the many parents who volunteered to help out, which meant that these events were very successful.

Our Mother's Day and Father's Day Stalls were also very successful as was the Easter Raffle.

We have four successful 'Wellbeing Weeks' with a different theme and activities each term. There were opportunities for the parents to participate in some wellbeing activities as well but these are not always well supported.

For the first time in many years we had over 70 applications for Kindergarten this year. We sent out 56 acceptance letters and have 48 students starting this year.

We also had for the first time three 'pop-up' playgroups for the Kinders before they started the Transition Program in Term 4.

In 2017 we also introduced 'Google Docs' to the Primary students. The staff have been working with these with the students.

As a staff we also embraced 'Google Docs' as a form of communicating within the school.

The staff continued their work with Virginia Ryan on Liturgy development and with Mike Gaffney on developing a Governance within the school community.

2017 also saw some very difficult times for the Diocese in regards to funding from the Federal Government. Government Funding to our schools will be an ongoing issue for the coming years as well.

Our students also had much success in a variety of extra curricula activities. Public Speaking was probably our most successful with one of our students, Tom Conroy, taking our the First Place position in the Diocese. Our students were also successful in Swimming, Athletics, Water Polo and Cross Country.

A large number of students participated in Gala Netball and Soccer Days. Smaller numbers of students participated in Touch, Rugby League and Cricket.

Our School Concert was also another well supported event. While the concert this year will be similar we have listened to parent feedback and will be making some changes to the format. A special thank you goes to Michelle Van Tempest for all her hard work once again. I am pleased to announce that Michelle has already agreed to continue assisting the school this year.

The new items of classroom furniture that we purchased last year has made a difference in our classrooms. They are slowly beginning to change!

Last year also was two of our long term staff members retire – Jan Shanahan and Julie Brewer. Both ladies had worked at the school for many year and we are most grateful for all that they have contributed to our school community.

We also saw the beginning of our School Governance Group with 6 parents willing to be part of this group as well as two staff members. We will have our first meeting in Term 1.

Finally, I would like to take this opportunity to thank the P & F for their tireless work within the school community and the parents who always support our many activities. It is because of their work that we have been able to achieve so much, especially the new classroom library units and air conditioning for 2017. They have also agreed to finance the upgrade to the Primary Canteen, which was a WHS issue. On behalf of the other parents, the students and staff I would like to say a huge thank you. I would also especially like to thank the P & F Executive, Michelle Cormack, Annabel Cockerton, Ange Stitt, Nicole Patrick and Patti Cox who have been outstanding in their giving of time and who have worked so hard for our children. Thank you just doesn't seem enough.

## **P&F President's report** **2017**

The P&F of St Patrick's has a proud history of having a positive, active and effective role in the way our school provides a high standard of education for our children.

We do this by giving support to a wide range of activities and events that our school undertakes. I believe that everything the P&F is involved in is to benefit the children – our children.

To Cheryl, Michelle and the entire St Patrick's staff – Thank you for making this a beautiful school in which our children can learn and grow. Mrs. Walsh has been instrumental in some major changes to our school and we thank her for the efforts in organizing funding for major works within our school grounds. The staff and children now enjoy air-conditioned classrooms which Cheryl prioritized in 2016 and was funded through P&F levies, canteen takings and major fundraisers (inc the walk-a-thon and Colour Fun Run).

In 2017 The P&F were also pleased to provide the funds for in classroom libraries (bookshelves and books). In Term 2 we voted on upgrading the primary canteen (our canteens are run entirely by volunteers and managed by the P&F) which was completed during the summer school holidays. (Mrs. Walsh gets things done!). Our primary canteen has been fully renovated including new ceiling, floors, brand new fit out and air conditioning.

In 2018 the P&F will raise funds to update classroom technology.

We would like to acknowledge and thank the family members who support and volunteer to help run P&F events throughout the year. Without parental involvement, events such as Discos, Mothers/Father's Day stalls, World Teachers Day, Annual Trivia Night etc. would not go ahead. There are many other mums, dads, carers and grandparents who regularly answer our call for help and to them I thank you.

I would also like to acknowledge the work of Annabel Cockerton, Ange Stitt, Nicole Patrick and Patti Cox who formed the 2017 executive committee. Always ready to pitch in and help and ensure the kids have fun. Thank you, girls! And a special mention to Patti Cox who has retired from St Pats as her youngest heads to high school in 2018. Patti has been a long serving committee member and we thank her for her contribution to St Pats.

This is Annabel (treasurer) and my last year on the executive committee. New to the exec committee in 2013 we didn't know what to expect but we have thoroughly enjoyed our time on the P&F and it has been our pleasure to help our school. Annabel and I believe it's time to move on and let the next wave of parents bring new ideas and enthusiasm to our P&F and we wish the new committee the best of luck. With a strong leadership in Cheryl and Michelle you will be in safe hands.

To all families (new and old), we strongly encourage you to be part of the 2018 P&F and connect with our school. We have 4 meetings a year and it is a terrific opportunity to hear first-hand what is happening in our school. Don't be shy – we would love to see some fresh faces at our meetings!

Michelle Cormack  
President

**P&F Treasurer's report**  
**2017**

***A FULL COPY OF THE 2017 AUDITED ACCOUNTS FOR THE CANTEEN (AKA AS TUCKSHOP) AND P&F ARE AVAILABLE IN THE SCHOOL OFFICE.***

**Canteen**

Canteen proceeds had a small increase of 2% to just under \$43,000 at a trading gross profit of 42.65% (Last Year = 38.27%). The higher trading gross profit has been generated by price increases on products and also better stock management which has resulted in less stock wastage.

As a result of this increased trading gross profits, and tuck shop has made a bottom line profit of \$16,900 (Last Year = \$15,283).

As at 31<sup>st</sup> December 2017 the tuck shop operation has bank funds of \$22,416 (Last Year = \$5,003).

**Parents & Friends Association**

The P & F's 2017 revenues were down slightly on last year to \$38,393 (Last Year = \$43,884) due to less fundraising income (due to the air-conditioning fund-raising in 2016) and P & F levies received. As a result – the P & F made a bottom line profit of \$34,096 (Last Year = \$37,578).

Of this profit – a donation to the school was made for \$47,988 for the air conditioning. (Last Year = \$63,290) and was financed out of bank reserves.

END OF REPORTS