



St Clare's Catholic Primary School
Parents & Friends Association

P & F MEETING MINUTES – 18 OCTOBER 2022

Chair: Trent White

Attendees: Trent White, Maureen Donaghey, Marg Foldes, Alicia Broadhurst, Joan Barnes, Nikoletta Kalamvokis, Peta Shanahan, Shane Culbert, Amara Gardiner, Melissa MacDonald, Leanne McMonigal, Amy Haar, Kerri Toweel, Alejandro Buggedo

Apologies: Birgit Hoffman, Ashleigh Cagney, Mitchell Elks

Minutes: Maureen Donaghey

Item	Responsible
1. Meeting opened at 7.00pm & Welcome	Trent White
2. Acknowledgement & Opening Prayer	Marg Foldes
3. Attendance / apologies (as above)	Maureen Donaghey
4. <u>Confirmation of minutes</u> Minutes of meeting from 26 July 2022 Moved: Joan Barnes Seconded: Kerri Toweel Accepted: Unanimously	Trent White
5. <u>Principal's Report</u> Summary <ul style="list-style-type: none">• Term three gave us an opportunity to reflect and plan for future school improvement at St Clare's. We were able to obtain feedback from parents, students and staff so that we can set priorities for the next 4 years. I would like to acknowledge the parent panel who gave up their time on the day – Martin P, Amy G, Kerrie T, Anna M, Noreen F, Alicia H. I have received a draft report and after the priority goals are finalised, with the Director, I will share it with the community.• Term three began with a Grandparents Day liturgy which was very well attended. We also saw the return of the Creative Arts Night which was celebrated in Magdalene Catholic College new school hall. Book Week was celebrated with a parade and the Book Fair was well supported. The students enjoyed incursions for Maths, Music and Science. Year 4 students participated in the Religious Literacy Assessment.• Years 1 and 3 had their excursions. This term kinder, year 2, 4 and 5 will have their annual excursions.• I would like to acknowledge and thank Mr Elks who stepped into the role of Acting Principal in my absence at the end of last term. Mrs Beringer supported Mr Elks as Acting Assistant Principal and has remained in that role for the first two weeks of this term, whilst Mr Elks is on leave.	Marg Foldes

<ul style="list-style-type: none"> • This term we have already had students represent SCNV at Christmas Art Competition, 5 teams engaged in the Tiger Shield and tomorrow and Thursday, 5 girls will compete at the PSSA Athletics. On Thursday, 2 students will be at the Northern Region Public Speaking competition. On Sunday, the choir is participating in the Celebration Sing Out event to raise money for the Music Therapy Unit at the Children’s Hospital at Westmead. • Years 3-5 are currently participating in swimming lessons each Tuesday and K-2 will attend swimming sessions across weeks 9 and 10. • Future events for term four include: <ul style="list-style-type: none"> - 5 November – St Clare’s School Fair - 30 November – Christmas Concert starting at 6pm on Wednesday night - 9 December – Awards/assembly Friday week 9 at 8.45am - 16 December – EOY Mass followed by year 6 clap out. • Special thanks to the parents for their support with the Colour Run and Feast Day as well as the Father’s Day store. • I am looking forward to an exciting term 4 to finish off a great year. <p>Moved: Leanne McMonigal Second: Melissa MacDonald Accepted: Unanimously</p>	
<p>6. <u>President’s Report</u></p> <ul style="list-style-type: none"> • Term 3 was a busy term for the P&F with many events and plans underway. • We have provided the school support with the annual St Clare’s feast day events. • Colour Run was an amazing success and raised a substantial amount of funds for the school to use. Well done again to Ashleigh and Alicia for this event’s execution along with the volunteer army. Including a super!! late night to sort the prizes out. • We also approved the support of children to represent the school higher Dioceses level events, but I believe the dioceses has then funded some of that themselves. This has led us to have more conversations with the school about how we support students when they are at representative events. These discussions are ongoing. • Fair preparations have ramped up, with the plans now being finalised for the even in a few weeks time. In general business this can be discussed more but we are hoping to good weather and a smooth ride on the day – hoping we have filled shoes that Angela left for us after the 7-8 years doing the role. • Correspondence in – notification from CEO in relation to Constitution – this is to be carried over until next meeting. <p>Moved: Amy Haar Second: Joan Barnes Accepted: Unanimously</p>	Trent White
<p>7. <u>Treasurer’s Report</u></p> <p><u>Account balances:</u> Working account 1: \$96,270.46 working account 2: \$1,601.05 Term Deposit: \$30,712.95 (matures 21-11-2022) Activities from Term 3 in table below. Apologies for being absent at the term 4 meeting, I am currently overseas for a family matter.</p>	Birgit Hoffman (read by Trent White)

P&F Financial Activity term 3	
category	
clothing pool total	\$2.132,00
income	\$2.132,00
colour fun run total	\$30.335,23
to BLC International	-\$24.699,40
admin expense	-\$949,57
income colour fun run	\$55.795,00
cake sale colour fun run	\$189,20
fair total	\$10.169,71
toy stall	-\$1.059,50
admin expense	-\$550,49
fruit and vegetable stand	\$685,10
tables, marquee	-\$4.564,31
sponsorship money received	\$12.125,00
raffle tickets through paypal	\$3.533,91
fathers day stall total	\$415,90
fathers day stall	
expense	-\$3.287,70
income	\$3.703,60
interest earned	\$24,95
mothers day stall	\$90,50
admin expense	-\$16,50
mothers day stall iou	\$107,00
school contribution	-\$4.475,73
bus for celebration sing out	-\$350,00
feast day	-\$1.280,71
mosaic tiles	-\$505,46
rubix cubes	-\$657,29
ukuleles	-\$1.682,27

Moved: Amy Haar
Second: Melissa MacDonald
Accepted: Unanimously

8. Sub committee reports

8.1. Care Committee

Since our last report on 26 July, the care committee has **not** prepared any care meals or welcomed any new babies into our school community.

Leanne
McMonigal/Melissa
McDonald

Clothing Pool

- Our clothing pool continues to run by our wonderful volunteers who have worked hard sorting through and organising our donations with the change over from winter to summer uniform. We have cleared out the old girl's summer uniform and are no longer accepting donations of these. We wish to thank all our volunteers for giving up their time each week. We would also like to welcome Jessica Cagney to our team who will be helping out on Thursdays. We will be needing a few more volunteers for next year and will send out a notification towards the end of term 4.
- We ask that all donations please be washed before donating to the clothing pool.
- On Friday 28 October, it is Teacher's Appreciation Day. The Care Committee has always put on a morning tea to thank our teachers and staff for all that they do for the students of St Clare's. We are looking at holding this event on Wednesday 26 October. Last year we provided small individual boxes for each of the staff (due to covid). This worked well as previously it was always put on at break 1 and staff would miss out due to duty commitments. Each staff receives a box of morning tea and is able to enjoy during their break regardless of the duty they have. This also means the office ladies don't miss out as they have their breaks at different times.
- The clothing pool hours are Monday 8-9am and Thursday 2-3pm.

Motion for P & F to pay \$13.50 per person for teacher's appreciation day plus a gift – motion unanimously accepted.

8.2. Fundraising / Social Committee

Fundraising Committee

- Father's Day Stall – Friday 3rd September
 - Was well received and enjoyed by all students.
 - Next year we will purchase additional gifts as many students liked the idea of buying additional presents (ie grandparents, step parents etc)
- Colour Fun Run – Friday 12th August
 - Huge success and a great day was had by all.
 - We raised \$55,795.00.
 - All prizes have been distributed to students.

8.3. Fair Committee Update

- Preparations for fair are well underway.
- More volunteers are required and a communication to this effect will be put out shortly.

Moved: Amy Haar
Second Joan Barnes
Accepted: Unanimously

Alicia Broadhurst

<p>9. <u>General Business</u></p> <ul style="list-style-type: none"> ● Cyber safety and parent workshops <ul style="list-style-type: none"> - These workshops are discussions in progress, whether they are put on by the school or P & F and whether we have police, speech/OTs etc ● Request for funds <ul style="list-style-type: none"> - The P & F currently contribute \$10k to the school for technology purposes (ipads etc). Marg Foldes has asked that this be increased to \$16k to enable more apple tvs to be purchased, new robots for VEX, apple pencils for classrooms. - Mrs Parkes (sports teacher) has requested gazebos for sporting events, walkie talkies, bags for basketball posts. - Marg Foldes advised that sports uniforms would be looked at and the possibility of purchasing blazers for students representing the schools (at masses etc). - New church is to be videolinked back to the hall – proposal for the awnings to be extended from church so walkway is covered. - Money donation from Campbelltown Catholic Club for active play space and additional funds from P & F to have things to aim for. <p>Motion was put to the meeting for the increased amount to \$16k to be granted to the school for the cost of new technology – moved and unanimously agreed.</p> <p>A further motion was put to the meeting for a special payment of \$10k for additional items above – moved and unanimously agreed.</p>	
<p>10. Next meeting to take place on TBA (Term 1, 2023)</p>	
<p>11. Meeting close 8.15 pm</p>	<p>Trent White</p>