



St Clare's Catholic Primary School  
**Parents & Friends Association**

**P & F MEETING MINUTES – 26 JULY 2022**

**Chair:** Trent White

**Attendees:** Trent White, Ashleigh Cagney, Maureen Donaghey, Birgit Hoffman, Mitchell Elks, Marg Foldes, Alicia Broadhurst, Joan Barnes, Nikoletta Kalamvokis, Gabriella Lowe, Peta Shanahan

**Apologies:** Leanne McMonigal, Melissa McDonald, Kerri Toweel

**Minutes:** Maureen Donaghey

<b>Item</b>	<b>Responsible</b>
1. Meeting opened at 7.00pm & Welcome	Trent White
2. Acknowledgement & Opening Prayer	Marg Foldes
3. Attendance / apologises (as above)	Maureen Donaghey
4. <u>Confirmation of minutes</u> Minutes of meeting from 2 May 2022 Moved: Ashleigh Cagney Seconded: Joan Barnes Accepted: Unanimously	Trent White
5. <u>Principal's Report</u> Summary <ul style="list-style-type: none"><li>• Term Two was another term filled with much to celebrate and some hurdles to get over.</li><li>• We began with a good number of students and their families coming together to represent SCNV at the ANZAC Day March. The following weeks had the leadership team involved in a large number of Kindergarten 2023 interviews. Later in the term, we sent out 93 offers of placement with a waiting list option for a number of families.</li><li>• We celebrated our first Athletics Carnival at the Campbelltown showground, for Primary Students, which was a great success. This was followed by the traditional carnival at school for our Infant's students.</li><li>• Thank you to the P&amp;F for organising the Mothers Day Stall and we also celebrated our mothers at a liturgy.</li><li>• We hosted the Biggest Morning Tea, bringing staff and families together to raise funds for a worthy cause.</li><li>• Our Year Three and Year Five students participated in NAPLAN in Weeks 3 and 4.</li><li>• Year Six students came together with their peers at SPC and SJOP to experience Activate Fire.</li><li>• Infants experienced a Music Incursion and Primary had a similar experience yesterday.</li><li>• Students participated in a variety of sporting experiences, with some going on to play finals this term.</li></ul>	Marg Foldes

<ul style="list-style-type: none"> <li>• Year 6 went to Canberra for their excursion and on the following weekend many were confirmed by the Bishop.</li> <li>• Student reports were shared with parents and many of you were involved in a follow up interview with your child’s teacher to celebrate each child’s successes and plan future goals</li> <li>• As we move into this term, we have the opportunity to reflect on the achievements made across the last 4-5 years since our last school cyclic review in 2017. Over the next 2 weeks the staff, students and parents will be given the opportunity to engage with a survey about our school. The next 6 weeks will be a time to reflect and evaluate the progress made over the last 4 years and to use our data to prioritise goals for the next 4. It is important that everyone is given the opportunity to respond. This process of School Inquiry occurs every 4 years to strategically plan ahead, with a similar inquiry annually to set our goals for the following year.</li> <li>• Our Feast Day is on Thursday 11 August, week 4. The children will bus over to SPC for Mass at 10 am. After Mass they will come back to school and receive a sausage sizzle, which is supplied by the P&amp;F. The students will engage in some reflective activities including participating in creating a mosaic cross to be hung on the front of the hall. I will talk further regarding this in the general business.</li> <li>• Thank you all for your continued support and I look forward to working with you through Term 3.</li> </ul> <p>Moved: Ashleigh Cagney Second: Joan Barnes Accepted: Unanimously</p>	
<p>6. <u>President’s Report</u></p> <ul style="list-style-type: none"> <li>• There is lots going on mid year in the committee and I’ll let them update you on some of those specifics.</li> <li>• There is some great work already done for Father’s Day and the colour run and I’ll thank Ashleigh and Alicia for organising those for us.</li> <li>• For the fair – I know this organising work is also increasing towards the event in November – again thanks to those assisting in this area.</li> <li>• The care committee will also update us on their activities and the clothing pool too. So that’s always nice to know how that help is being supplied.</li> <li>• We will be looking for ongoing support from parents for volunteering roles for some events coming up and looking for help at that time – so when the message comes, let’s hope for reactions.</li> <li>• Longer term, I’m keen to work more with the school about the longer agenda for the P &amp; F to assist the school students – for example, what’s our next big project? There are a few balls in the air at the moment that will dictate exactly what this would look like but we need a direction before it can be decided upon.</li> </ul> <p>Moved: Ashleigh Cagney Second: Joan Barnes Accepted: Unanimously</p>	Trent White
<p>7. <u>Treasurer’s Report</u></p> <p><b><u>Account balances as of 26/7/2022</u></b> Working account 1: \$86,764.46 Working account 2: \$5,725.70 Term Deposit: \$30,712.95 (maturing 21/11/2022)</p>	Birgit Hoffman

<p><b><u>Mother's Day stall reconciliation:</u></b>  Expenses: \$2,895.96  Income: \$3501.85  Profit: \$605.89</p> <p><b><u>Income:</u></b>  Clothing pool banking: \$1007.50  Colour Fun Run: \$23,619  Interest: \$15.82</p> <p><b><u>Expenses:</u></b>  Fair/Father's Day \$2,365.96 reimbursements to Ashley, Trent and Alicia</p> <p>Moved: Alicia Broadhurst  Second: Nikoletta Kalamvokis  Accepted: Unanimously</p>	
<p>8. Sub committee reports</p> <p>8.1. <u>Care Committee</u></p> <p>Since our last report on 3<sup>rd</sup> May, the care committee has undertaken the following work:</p> <ul style="list-style-type: none"> <li>• Welcomed 4 new babies to our community with a small gift.</li> <li>• Provided 8 meals to our school community.</li> <li>• Sent out 2 sympathy cards.</li> </ul> <p>Clothing Pool</p> <ul style="list-style-type: none"> <li>• A big thank you to Tony Apps from Yeronga Uniforms for donating our recent order of hats and school bags for the clothing pool, it's very much appreciated.</li> <li>• Another big thank you to our volunteers Jodie Thurtell Maroulis and Katharine Galjar for volunteering their time in the clothing pool. We are looking for new volunteers that are available to assist in the clothing pool on Monday mornings. A notice will be sent out via Compass.</li> <li>• The girl's knee-high socks are available in all sizes for \$6 a pair.</li> <li>• Clothing Pool hours are Monday 8am – 9am and Thursday 2pm – 3pm</li> </ul> <p>8.2. <u>Fundraising / Social Committee</u></p> <p>Fundraising Committee</p> <ul style="list-style-type: none"> <li>• Mother's Day stall – Thursday 5<sup>th</sup> May <ul style="list-style-type: none"> <li>- It was a success, with great selection of gifts to choose from. Although the objective isn't to make a profit, we still did.</li> <li>- Many students had the opportunity to purchase a second gift</li> <li>- P &amp; F purchased and supplied gift bags for all the gifts.</li> </ul> </li> </ul>	<p>Leanne  McMonigal/Melissa  McDonald  (read by Ashleigh  Cagney)</p> <p>Alicia Broadhurst</p>

- Father's Day Stall – Friday 3<sup>rd</sup> September
  - Presents will be sold for \$5 each.
  - Like with the Mother's Day stall, there will be an opportunity to purchase a gift if a parent knows their child will be absent on the day.
  - There will be an opportunity to purchase additional presents
  - P & F will again provide gift bags for the gifts
  
- Colour Fun Run – Friday 12<sup>th</sup> August
  - We currently have 343 students registered. So just over half the school, of that 235 have raised \$1 or more.
  - We have raised \$31593.10.
  - Caitlyn is the highest fundraising student, at \$835.
  - 2blue is the highest fundraising class having raised \$3123.10
  - Kindergarten blue has created the most profiles, 23 out of 31 students.
  
  - Have multiple incentives to encourage fundraising.
  
  - Recent incentive offered by Australian fundraising is that for every \$50 raised the student receives an entry in the draw to win a razor scooter. And every student that raises over \$30 goes into the draw to win a Lenovo tablet.
  
  - By the end of the school holidays, year 3 had the most amount of students registered at 69% followed closely by kindy on 58%. Year 3 will receive a pizza lunch on Tuesday 9<sup>th</sup> August.
  
  - There is a teacher incentive. A gift card for teacher of the class that has the most students registered, and a gift card for the teacher of the class that raises the highest amount.
  
  - There will also be a movie afternoon for the grade that raises the highest fundraising amount.
  
  - Will need some parent volunteers.
  
  - P & F will supply a treat for after the run. Not a sausage sizzle as feast day is the day before. Suggestions welcome.

### 8.3. Fair Committee Update

- We held our first fair meeting in person on the 21<sup>st</sup> June here in the school hall.
- We were completely amazed by the turn out. With between 20 and 30 attendees, which must be some sort of record!
- We announced the theme for this year's fair, being all the colours of the rainbow, which will pay homage to our Umbrella installation from our last fair held in 2019 which will be continued again this year.

Ashleigh Cagney

- We went through the stalls planned for this year, along with a brief description and outlined which of those required a stall coordinator. From this, we were able to fill all but a few stalls which was absolutely incredible! At this point, I would like to reiterate we still have the Book stall left without a coordinator.
- We also outlined that the focus of this year's event will be on family fun and good value for money. It's been a tough couple of years so we want to make sure we are supporting our community who always supports us.
- If you would like to get involved in our school fair, feel free to contact me anytime.
- Looking ahead, now that the school holidays are over and we are all getting back into the swing of things, the Fair Committee will be in contact with stall coordinators and stall holders to move forward in the planning stages.
- To keep up to date with fair news, keep your eyes out for our Fair Express newsletters, compass notifications, the school newsletter in the P&F section and social media.

Moved: Joan Barnes  
 Second Nikoletta Kalamvokis  
 Accepted: Unanimously

9. General Business

- **Staff Spirituality Day – Marg Foldes**
  - Each staff member created a mosaic tile which is to form part of a large cross that we would like to put on the outside of the wall of the hall.
  - On Feast Day selected students will have an opportunity to put their tile onto the cross. The cross needs to be granted and put together so we are seeking help from parents in this regard. We will be asking for parent helpers in the newsletter and photos will be taken for the website.
  - Request from P & F to fund the building and construction of the cross which is estimated at approximately \$2,000.00.

Motion was put to the meeting for an approximate amount of \$2,000.00 to be granted to the school for the cost and construction of the mosaic cross – moved and unanimously agreed.

- **Music equipment – Gabriella Lowe**
  - Mrs Gabriella Lowe attended the meeting to request funding for some new music equipment.
  - She has asked the students what musical instrument would they like to learn the most and the majority of the students said guitars.
  - Unfortunately, due to cost, size and storage guitars are not really an option so she suggested Ukuleles.
  - The benefits of these instruments are;
    - \* allows students to learn guitar concepts
    - \* exposes students to another way to create sound
    - \* students learn to read a different form of music notation
    - \* a class set allows a whole school to learn a new instrument
    - \* it's a beginner friendly instrument
    - \* increases student focus
    - \* encourages collaboration with peers
    - \* another way for the students to have fun in music
  - Request from P & F to fund the purchase of approximately 30 ukuleles costing approximately \$1,050.00.

<p>Motion was put to the meeting for an approximate amount of \$1,050.00 to be granted to the school for the cost of purchasing new musical instruments as requested – moved and unanimously agreed.</p> <p>It was also suggested that should any storage units to needed to be purchased or built, the P &amp; F were agreeable to meeting these costs as well.</p>	
<p>10. Next meeting to take place on <b>Tuesday, 18 October 2022</b></p>	
<p>11. Meeting close 8.05 pm</p>	<p>Trent White</p>