



St Clare's Catholic Primary School
Parents & Friends Association

P & F MEETING MINUTES – 3 March 2026

Chair: Peta Shanahan

Attendees: Peta Shanahan, Marg Foldes, Jen English, Joel Jarrett, Christine Calgaro, Jessica Britton, Amy Haar, Michael O'Brien, Simon Mannah, Kerri Toweel, Hayden McCarthy, Jess Cagney, Kaise Sewalt, Leonie Gromek, Christina Bate, Brooke Laws, Shane Culbert

Apologies: Cassandra Goddard, Bev Holmes

Minutes: Amy Haar

Item	Responsible
1. Meeting opened at 7:30pm	Peta Shanahan
2. <u>Confirmation of minutes</u> Copies of the minutes of meeting from P&F Meeting 21 October 2025 were provided to the meeting. No business arising from the minutes. Moved: Christine Calgaro Seconded: Simon Mannah Meeting minutes confirmed.	Peta Shanahan
3. <u>Principal's Report</u> The 2026 school year has commenced with a wonderful sense of calm and purpose. Our students have settled into their new routines well, building supportive relationships with the staff. The celebration of our Opening School Mass, was filled with joy as many parents and grandparents joined us for this occasion. Meet & Greet sessions and the Grade Information Videos have hopefully been a support to parents and carers, at the beginning of the year.	Marg Foldes

<p>We have welcomed several new educators to our professional team. Miss Nash, Miss Azzopadi, Miss Moyle, Miss Glodaveza, and Miss Rixon who are already valued members of our staff. We also extend a warm welcome to the many new families who have joined us across all grades from Kindergarten to Year 6.</p> <p>Our recent Welcome BBQ provided an opportunity for new families to make a connection with others on the same journey. A massive thank you to our volunteers and to one of our new families who generously donated the sausages for the event.</p> <p>Congratulations to our student leaders in the Government Team, who were recently presented with their badges. We look forward to their leadership and voice throughout the year.</p> <p>On 19 March, we will host our Open Afternoon to showcase our school to the wider community. We are also eagerly anticipating our Cross Country and our Holy Week Liturgy as we head toward the Easter break.</p> <p>2026 Annual Improvement Plan (AIP) Goals</p> <ol style="list-style-type: none"> 1. Numeracy: Our primary goal is to increase student proficiency and ensure every child meets their expected growth through targeted, data-driven teaching. 2. Catholic Life: Ensuring our Religious Education programs remain rigorous, modern, and deeply responsive to our students' spiritual needs. 3. Parent Partnership: We are committed to strengthening the link between home and school. <p>We will be running workshops in the coming weeks (which will also be recorded for those who cannot attend in person) to empower parents to support student achievement and wellbeing.</p> <p>The partnership between our staff and the parent community supports our students in their growth. I look forward to continuing our work together to make 2026 another year of growth and celebration.</p> <p>Moved: Jess Cagney Second: Christina Bate</p> <p>Principal's Report accepted.</p>	
<p>4. <u>President's Report</u></p> <p>We have already begun with the 2026 Welcome BBQ. Thanks to Christine, Jess and the Care Committee for arranging this event.</p> <p>We have already set some important dates in the Calendar for the year ahead. I spoke with our Rides Man just today to lock in the date for the Fair!</p> <p>We are also looking forward to expanding our Mother's Day morning tea to include students as well and bringing back the Colour Run.</p>	<p>Peta Shanahan</p>

We farewelled some fantastic volunteers last year, so we will be looking for some new stall coordinators for the Fair. Please think about this, these positions are vital for the fair to be a success!

Moved: Kaise Sewalt
Second: Jess Cagney

President's Report accepted.

5. Treasurer's Report

Christine Calgaro

Balance Sheet

St Clare's Parents and Friends Association
As at 2 March 2026

	2 MAR 2026
Assets	
Bank	
Catholic Development Fund - TD I3 (Nov Matures)	34,737.85
Catholic Development Fund S2	94,239.64
Catholic Development Fund S2.1	33,435.98
Total Bank	162,413.47
Total Assets	162,413.47
Net Assets	162,413.47
Equity	
Accumulated surplus (deficit)	161,693.25
Current Year Earnings	720.22
Total Equity	162,413.47

Profit and Loss

St Clare's Parents and Friends Association
For the period 22 October 2025 to 2 March 2026

	22 OCT 2025-2 MAR 2026
Trading Income	
Christmas BBQ Income	4,659.43
Clothing Pool Income	9,350.90
Fair Income	1,814.28
Interest Received	1,462.78
Stalls Income	78,269.42
Total Trading Income	95,556.81
Gross Profit	95,556.81
Operating Expenses	
Accountancy	660.00
Administration Expenses	429.26
Bank Fees & Charges	46.34
Care Committee	428.68
Clothing Pool Purchases	3,693.53
Fundraising Expenses - Christmas BBQ	1,102.09
Fundraising Expenses - Fair	7,539.35
Fundraising Expenses - Stalls	34,235.15
Subscriptions	35.00
Telephone & Internet & Website	205.13
Total Operating Expenses	48,374.53
Net Profit	47,182.28

Church/carpark update

The meeting requested an update from Ms Foldes in relation to the Church. Ms Foldes advised the meeting that it was possible the P&F would be asked to assist with items connected to the Church, such as a breezeway or AV equipment.

Ms Foldes advised that the Church building is not expected to have an impact on the school carpark. School is also in talks with Council regarding some updates for parking, signs, entrances etc, more details to follow when available.

Languages

The meeting requested update regarding the offering of languages. Ms Foldes advised that this was considered an extra when offered and no replacement will be made. Parents raised concerns regarding children having no preparation when heading to high school.

Uniform

Ms Foldes advised that there are currently no plans for alternate pants for girls in winter and they can wear the unisex grey pants. Ms Foldes to follow up with Yeronga if girls' option available. The meeting also asked the school to consider the use of an alternate supplier such as Lowes.

School calendar

The meeting requested an update on the school calendar. Ms Shanahan advised that the vote had concluded and that it was determined not to print the calendar this year. Mr Jarrett advised the information would be available in the newsletter.

Fundraising

The meeting requested an update regarding a school disco for this year. Ms Shanahan and Ms Haar advised that one will hopefully be planned later in the year pending space in the calendar. It would likely be after the Colour Run as a thank you. The meeting also advised alternate interest in this also being a fundraiser with an entry free.

8. Meeting close at 8:05pm

Peta Shanahan

Next meeting: 28 April 2026 (Term 2, Week 2)