



St Clare's Catholic Primary School
Parents & Friends Association

P & F MEETING MINUTES – 28 April 2026

Chair: Jessica Britton

Attendees: Marg Foldes, Ally Bailey, Jessica Britton, Christine Calgaro, Amy Haar, Hayden McCarthy, Bev Holmes, Kaise Sewalt, Jess Cagney, Michael O'Brien, Christina Bate

Apologies: Peta Shanahan Jen English, Joel Jarrett, Kass Goddard,

Minutes: Amy Haar

Item	Responsible
1. Meeting opened at 7:00pm	Jessica Britton
2. Welcome to Country Opening Prayer	Ally Bailey Marg Foldes
3. Correspondence in/out Fundraising correspondence and materials arrived last week for the colour run, further details to be provided in the fundraising update. Nil correspondence out	Amy Haar
4. <u>Confirmation of minutes</u> Copies of the minutes of meeting from P&F Meeting 3 March 2026 were provided to the meeting. Nil issues. Moved: Christine Calgaro Seconded: Jess Cagney Meeting minutes confirmed.	Jessica Britton
5. <u>Principal's Report</u> Good evening, everyone. I welcome you all back to the beginning of Term 2 and extend my sincere thanks for the ongoing support from our parents and families throughout last term.	Marg Foldes

It was wonderful to see the strong representation of our community at the Camden ANZAC Day March on Saturday. I would like to acknowledge the many students and families who joined us to pay their respects.

Our school community continues to grow and evolve. We welcomed 709 students at the start of Term 1. After some families relocated and 7 new students joined us this term, our current total stands at 711 students. We have received over 200 applications for Kindergarten 2027 and will conduct over 150 interviews in the coming weeks. The leadership team will spend the next two Saturdays interviewing.

Our annual improvement focus centres on strengthening the connection between home and school to boost student achievement and wellbeing. All students will have shared their individual goals for Mathematics with their parents. Parents are encouraged to talk to their child about the goal and how they will work to achieve it. We encourage you to check in regularly with your child regarding their progress.

In addressing this improvement outcome, we held Mathematics and Reading workshops for parents, which were well attended. These were recorded and shared via COMPASS.

At the beginning of Term One, we introduced our 'Wellbeing Hub'. This is a space that supports students at various times of the day with emotional regulation. It is open in the morning to support students with a safe and supportive start to the school day. Some students access the space during assemblies, and others throughout the day when needed. Student access to the 'Wellbeing Hub' is always under the supervision of a staff member. We have already seen the impact of this space on students' well-being and emotional regulation, and our behaviour data is reflecting the positive change.

We have progressed the discussions from our previous P&F meeting on the car park. Following our previous discussions, we have implemented a morning "Kiss and Drop" at the back gate, supervised by staff. The gate re-opens at 2:30 pm for afternoon dismissal. The Senior Leadership Team met with the Catholic Education Office and the local Council to explore further options to improve traffic flow. Discussions are continuing into this term.

We participated in both an Evacuation and Lockdown drill in Term One, and these will be repeated later in the year, involving a playground drill. This is part of compliance and ensuring we have our processes and structures in place to ensure our students are safe and supported.

Our Cross Country Carnival was a success, with many parents volunteering to help and turning up to support the students. Today, a team of students competed in the Diocesan Cross Country Carnival, with many making it through to the next level.

Students participated in a number of sporting trials, and some have made it through to the next level. Our cricket team played their first game in the Mark

Taylor Shield. While they were defeated by St Paul's, they showed great spirit and sportsmanship. We are proud to have received a letter from the Diocesan Schools Council recognising our commitment to the Laudato Si' Action Platform. Following their installation of Solar Composting Cones last term, we are now explicitly teaching the students how they work. Several new trees have been planted across the playground to provide much-needed natural shade for the students. We finished the term with a meaningful Holy Week Liturgy celebrated by Fr Hung. There was also a display in the hall for students, staff and families to visit and reflect on the days of Holy Week. Many of you will have seen in the Parish Bulletin that the building of our new church is not far away. The builders will erect a fence around the area later in May, and construction will start. This term is off to a great start, and I congratulate the parents on how the students have returned after the holidays, ready to learn. The staff returned on day one with a focus on differentiating the curriculum for all our students. The SSOs attended a workshop run by Jess Bassuti, the Occupational Therapist who works at St Clare's on Mondays and Tuesdays. Once again, I acknowledge the wonderful support of the parent community on a daily basis. I particularly thank all of those who are available to volunteer for the various events and as part of the Care Committee and Uniform Shop. Moved: Kaise Sewalt Second: Christine Calgaro Principal's Report accepted.	
6. <u>President's Report</u> Welcome to our Term 2 Meeting. Term 1 is a relatively quiet month when it comes to P&F activities, but it doesn't mean that there isn't plenty happening behind the scenes. We have a jam-packed Term 2 coming up, kicking off with our Mother's Day celebrations next week. Our Muffins with Mum event will be our first time including children in the event. We currently have over 500 people already attending the event with RSVP's open until this coming Friday at 2pm. Please ensure you do respond for everyone attending before Friday as due to the large numbers we need to be strict with RSVPs. We are also putting a call out for any Dads who can volunteer with serving food on that morning. Our first fundraising event for 2026 will be the Colour Run towards the end of the term. This is always a very fun exciting event for everyone involved. Our fundraising events are so important as we are continually giving back to the school and benefiting the students. With construction set to begin on the	Jessica Britton

Church very soon, the P&F will be looking to set some fundraising goals around the school's use of the church.

We are also excited to bring back the School Disco this year. This will be in Term 3 and with growing numbers we may need to split the disco into three sessions, but we do know there will be plenty of happy students on the night!

The School Fair is booked for Saturday 14 November 2026. The Fair is a fantastic day for our school, not just a fantastic fundraising event but also a great display of the fantastic community we have here at St Clare's. Our first Fair Meeting will be Tuesday 19 May 2026 at 7pm in the School Hall. We welcome everyone to join us for this meeting to come along and share some ideas. We farewelled a large number of great volunteers last year so we will be calling for some new faces to put their hands up and join the team. If you have any questions about the fair, please speak to one of our committee members.

Moved: Christina Bate
Second: Hayden McCarthy

President's Report accepted.

7. Treasurer's Report

Christine Calgaro

Balance Sheet

St Clare's Parents and Friends Association
As at 27 April 2026

27 APR 2026	
Assets	
Bank	
Catholic Development Fund - TD I3 (Nov Matures)	34,737.85
Catholic Development Fund S2	93,857.65
Catholic Development Fund S2.1	35,844.03
Total Bank	164,439.53
Total Assets	164,439.53
Net Assets	164,439.53
Equity	
Accumulated surplus (deficit)	161,693.25
Current Year Earnings	2,746.28
Total Equity	164,439.53

Profit and Loss

St Clare's Parents and Friends Association
For the period 3 March 2026 to 27 April 2026

3 MAR-27 APR 2026

Trading Income

Clothing Pool Income	3,908.51
Interest Received	10.90
Total Trading Income	3,919.41

Gross Profit

3,919.41

Operating Expenses

Administration Expenses	84.60
Clothing Pool Purchases	1,348.75
Mothers Day Expenses	390.00
Subscriptions	70.00
Total Operating Expenses	1,893.35

Net Profit

2,026.06

Moved: Kaise Sewalt

Second: Jess Cagney

Treasurer's report accepted.

8. Subcommittee reports

Care Committee

Since last reporting to the committee on 3rd March the Care Committee has undertaken the following work.

- Prepared 1 sympathy card
- Purchased stock for the clothing pool

We've had another strong start to the term with the cooler weather. Online orders are still popular with over 20 online orders fulfilled over the school holidays.

I would like to extend my gratitude to those volunteers on the care committee for their continued support.

The clothing pool is open Mondays from 8am and Thursdays from 2pm.

Fundraising Committee

Lots happening in the fundraising space this term:

- Mother's Day Stall on Monday 4 May 2026 – students will be able to purchase a gift from the stall on Monday. Gifts will be \$5 each and extra gifts will be available until sold out. Students need to bring cash. With the increased cost of gifts we don't expect to make a profit, however P&F decided to keep cost to families at \$5, with P&F covering any additional.
- Colour run is scheduled for Friday 19 June 2026. More details will be provided to the school community shortly after Mother's Day so please look out on Compass and put the date in your calendar
- Movie fundraiser has been booked for an evening session on Friday 10 July 2026 at United Cinemas, Narellan (which is during the term 2

Kaise Sewalt

Amy Haar

holidays). The movie will be the live action Moana, and more details will be provided later in the term.	
9. <u>General Business</u> <u>9.1 Uniform update</u> Update from last meeting in relation to the winter pants. Yeronga can obtain a grey girls tailored trouser but won't be available until 2027. The unisex grey pant will remain an option for girls and boys. <u>9.2 Other business from the meeting</u> <u>Sports equipment</u> A request from the meeting for additional soccer equipment (goals and balls). Ms Foldes and Mrs Bailey updated the meeting that new items were due soon, with some more research needed regarding the best goals. New balls for football, soccer, handballs, as well as skipping ropes and slam ball were also coming. <u>Parent Teacher interviews</u> Ms Foldes asked the meeting for feedback on the option to move term 2 parent teacher interviews to earlier in term 2 (e.g. week 4 before reports in week 9). The meeting provided some feedback: • Earlier meetings provide for better opportunity to identify and resolve issues, concerns or needs • Long time between interviews and the rest of the year Ms Foldes reminded the group they are welcome to request meetings with teachers whenever needed. She provided feedback that the response from teaches were mixed, with just over half in favour of the earlier interviews. <u>Water bottle stations</u> The meeting requested an update on the installation of water bottle filling stations. Ms Foldes advised they are planned for this year, there had been a delay waiting to see if the locations had to change for future works. The locations picked are not impacted so will go in this year. <u>Toilets</u> The meeting requested information regarding new toilets. Ms Foldes advised the number of toilets were assessed as meeting the required numbers. The new buildings would see toilets moved but no increase in numbers. Sanitary bins had also been relocated in response to the relocation of older classes.	Jessica Britton Marg Foldes
10. Meeting close at 7:37pm Next meeting on Tuesday 28 July 2026 (Term 3, Week 2)	Jessica Britton