



St Clare's Catholic Primary School
Parents & Friends Association

P & F MEETING MINUTES – 28 July 2026

Chair: Peta Shanahan

Attendees: Peta Shanahan, Amy Haar, Jessica Britton, Christine Calgaro, Hayden Dixon, Christina Bate, Ally Carter, Joel Jarrett, Marg Foldes, Sarah Kulczycki

Apologies: Kass Goddard, Bev Holmes, Jess Cagney, Brooke Laws, Kaise Sewalt

Minutes: Amy Haar

Item	Responsible
1. Meeting opened at 7:00pm	Peta Shanahan
2. Opening Prayer Welcome to Country	Marg Foldes Ally Carter
3. Correspondence in/out Nil correspondence in and out Apologies noted.	Amy Haar
4. <u>Confirmation of minutes</u> Copies of the minutes of meeting from P&F Meeting 28 April 2026 were provided to the meeting. Nil issues. Moved: Jesscia Britton Seconded: Christine Calgaro Meeting minutes confirmed.	Peta Shanahan
5. <u>Principal's Report</u> Enrolments Update - Throughout Term 2 to now as of Week 2 Term 3: • Two student withdrawals (Year 2 and Year 1) • Five new student enrolments (Year 5, Year 4, Year 3, Year 2 and Kinder) • Total number of enrolments 708 students Kindergarten offers for 2027 were provided to all families at the end of Term 2 with a projected cohort size of 124. At this point we are in the process of	Joel Jarrett

planning and preparing for the upcoming playgroup sessions which will occur in October and the Orientations in November.

Sport Update

Over the course of the term there were a number of sporting opportunities for students at a school level and diocesan levels. These included:

- Football Trials Western Region
- Rugby League Trials Western Region
- CNSW Mackillop Cross Country
- NSW Combined Mackillop and Polding Softball Trials
- Inaugural NSWPSSA Rugby League Girls
- Primary St Clares Athletics Carnival Narellan Sports Hub
- Western Region Athletics Carnival (This Friday 31st)
- Western Region Netball Gala Day

We are excited that on top of the approximately 130 students that participated in all of the above pathways, we have had 4 students who have qualified to represent at a significant level. This includes:

- Australian Swimming Championships in Melbourne 1 student
- CNSW Mackillop Football Competition 1 student
- Rugby League NSW Championships 2 students

Most of these opportunities wouldn't exist or be able to occur without the support of many parent volunteers that are supported by coaching, managing or helping out with track/field events. Thank you to all of these individuals and the staff that have given their time to/for these students.

Catholic Life Update and Community

On the 22nd of May last term we held the formal 'Turning of the Sod Ceremony' with significant figures that included Most Reverend Bishop Brian, Peter Hill Executive Director of Catholic Schools of Wollongong, Fr Michael, Principals and Assistant Principals from surrounding schools, parishioners and staff and students from St Clares.

The building project has commenced, and St Clares is working closely with Fr Michael and the contracted builders to ensure that all building works proceed with limited to no impact on daily school life.

Further to the Parish update, our St Clare's community has been actively engaged in a range of faith, service and community initiatives throughout the term. Through our Mini Vinnies fundraising efforts, we raised over \$900 in support of those in need. Students also enjoyed participating in our Pyjama Day fundraiser, while our Mother's Day Liturgy and Year 6 Mass celebrated with the bishop were wonderful opportunities to come together in faith.

We also celebrated World Environment Day by commissioning our Eco Ambassadors from each grade and launching the use of our solar-powered environmental cones, reinforcing our commitment to caring for God's creation. To conclude the term, we proudly commemorated NAIDOC Week with a whole-

school assembly, recognising and celebrating the rich histories, cultures and contributions of Aboriginal and Torres Strait Islander peoples. Lastly, our students, staff and families came together for the Colour Run. It was a wonderful community event filled with fun, laughter and school spirit, culminating in the much-anticipated slime challenge, where teachers embraced the occasion by being slimed in support of the fundraising efforts. We are incredibly grateful for the generosity of our school community, with the event raising an outstanding total of \$48,704.

Facilities Update

- Covered Walkway: A new covered walkway has been installed to support students moving from the demountables to the rest of the school, particularly during wet weather.
- Library Grass Area: New seats have been placed under the tree behind the library. This area is for passive seating.
- Kindergarten Play Equipment Refresh: Part of play equipment has been out of use for the kinder students. Modu-play has fixed a part of this, and we are awaiting the monkey bar component to be resolved to hopefully have all the playgrounds open for the students.
- Line Marking: All the basketball courts have been re-lined and are in use.

All thirteen courts are being used daily by the students at both breaks. Further to the work, the students at the start of this term and throughout last term have had access to new portal soccer goals for Year 1 and Year 2. Also, every grade has received a new 'bin' of equipment that includes soccer balls, footballs, handballs

NAPLAN and DATA Update

NAPLAN results for families were released to parents last week. The school through analysis has looked at all domains to support our strategic direction. In relation to our AIP focus which has been targeting Numeracy, in both year 3 and year 5 we have increased in the number of students who have achieved proficiency with 78% of students in Year 3 and 74% of students in Year 5. Additionally, we measured growth of students between Year 3 and Year 5, Numeracy was the domain in which we had the most students demonstrate expected growth. In all other domains across both year groups, a large portion of students achieved proficiency.

As you are aware, the TTFM survey was completed by parents, teachers and students last term. In total we had 239 students from Year 4 - 6, 90 parents and the majority of teaching staff complete the survey. For the student survey St Clares, achieved a mean score higher than the national norm/average in 14 out of 16 areas. Students clearly demonstrated that our school maintains positive behaviours at school, positive student teacher relationships and high expectations for success. In terms of the parent survey results, St Clare's results indicated that 5 out of the 7 domains we achieved higher than the regional mean. With a particular emphasis on the fact that our school supports positive behaviour, safety at school, parents feel welcome and that we support learning. As a school we will continue to look at our lowest scored domain which is where parents are informed.

Extra Curricular Update and Excursions Students have been able to enjoy a wide range of extra-curricular activities and opportunities including excursions. Some of these included: • Kindergarten - Calmsley Hill City Farm • Year 3 - Stanwell Reserve • Year 1 - Elizabeth Farm • Year 2 - Science to Space Wollongong • Year 4 - Kamay Botany Bay • Year 6 - Canberra Overnight Camp • Year 6 - Magdalene Feast Day Celebrations To finish I just wanted to take the time to thank the PNF Committee for their support of the many initiatives that we have had, and we know are in planning for term 3 and 4. It is only by working together with all the teachers and families can we continue to provide extensive opportunities for our students. Moved: Christine Calgaro Second: Hayden Dixon Principal's Report accepted.	
6. <u>President's Report</u> If Term 1 was a quiet one for P&F Activities, then Term 2 definitely made up for it!! We kicked off with our Mother's Day Stall followed later that week by our Mother's Day Muffins with Mum Event. It was the first time we have included Children in our Mother's Day breakfast, and this made organization a little more complicated. Our attendance numbers increased from around 100 to an incredible 700!! With the help of some fantastic volunteers – we managed to keep the crowd fed and moving. It was a fantastic morning celebrating the mothers of our school community. Events such as our Mother's Day events are only possible thanks to your ongoing support of the P&F. Whilst sometimes, we feel like broken records when we are continually reminding people to RSVP, asking for donations or begging for extra volunteers but we run the Mother's Day Stall not as a fundraising activity but an event purely for the enjoyment of the kids. Likewise, for large-scale events such as the breakfast, your support in RSVPing on time is essential to ensure everything runs smoothly and can be properly catered. Colour Run was also a fantastic day for the school community. Thank you to everyone who supported this event. Big thanks to Ms Foldes, Mr Jarret and Mrs English for their slimy support of this event. It is so rewarding as a volunteer to see everyone so happy on days like this and makes all the hard work worthwhile. With our fundraising activities we are able to provide such events as the Mothers Day breakfast with Dad's having a similar event later this term. We are also able to continue our Feast Day Sausage Sizzle tradition but also this year	Peta Shanahan

for the first time welcome parents to join us. We have also been able to support the school's purchase of new trees and sporting and playground equipment. With this in mind, please when we ask for volunteers and support – keep it coming! It would be fantastic to have as many helpers for the Feast Day BBQ as we do for the fun events like the Colour Run and Disco.

Fair Planning is coming along – we have held our first meeting with a couple more to come over this term. Hayden has been working hard securing sponsors and there has been plenty of behind the scenes planning from our Stall coordinators. Please stay tuned for the first Fair Newsletter coming very soon for some more information!

Moved: Jessica Britton

Second: Hayden Dixon

President's Report accepted.

7. Treasurer's Report

Balance Sheet

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

27 JULY 2026

Assets

Bank	
Catholic Development Fund - TD I3 (Nov Matures)	34,737.85
Catholic Development Fund S2	118,202.66
Catholic Development Fund S2.1	43,907.46
Total Bank	196,847.97
Total Assets	196,847.97

Net Assets	196,847.97
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Equity

Accumulated surplus (deficit)	161,693.25
Current Year Earnings	35,154.72
Total Equity	196,847.97

Christine Calgaro

Profit and Loss

St Clare's Parents and Friends Association
For the period 28 April 2026 to 27 July 2026

28 APR-27 JULY
2026

Trading Income

Clothing Pool Income	6,146.00
Colour Run Income	27,274.66
Fair Income	4,000.00
Interest Received	33.00
Mothers Day Income	5,622.55
Movie Night Income	4,354.00
Total Trading Income	47,430.21

Gross Profit

47,430.21

Operating Expenses

Care Committee	125.50
Clothing Pool Purchases	1,739.55
Colour Run Expenses	157.88
Fathers Day Expenses	315.18
Fundraising Expenses - Stalls	120.00
Mothers Day Expenses	8,978.66
Movie Night Expenses	3,478.00
Subscriptions	107.00
Total Operating Expenses	15,021.77

Net Profit

32,408.44

Moved: Jessica Britton

Second: Christina Bate

Treasurer's report accepted.

8. Subcommittee reports

Care Committee

Since last reporting to the committee on 28th April the Care Committee has undertaken the following work:

- Prepared 4 sympathy cards
- Provided 6 care meals
- Welcomed 2 babies with a small gift & card
- Purchased stock for the clothing pool

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.

Care Committee Coordinators Christine Calgaro & Kaise Sewalt
Carecommittee@scnvpf.com

Fundraising Committee

Term 2 was a busy one for fundraising:

- Mother's Day Stall on Monday 4 May 2026 – thanks to everyone that helped set up and who helped sell gifts on the day.

Amy Haar

• Colour run – what a fun day! Thanks to our generous wider school community for supporting us – we raised \$48,704.75. Thank you also the P&F committee, teachers and parent volunteers who helped make this day so wonderful. Fundraising prizes were distributed on Monday. Larger gifts have been kept at the office and can be collected by families. • Movie fundraiser at United Cinemas, Narellan during the term 2 holidays to see Moana. Thanks to everyone who came along. • As a thank you for all the support given to the P&F so far this year, we are hosting a disco on Friday 21 August 2026. More details to come out on compass shortly. • Father’s Day stall is coming up on 31 August 2026. 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. • Upcoming focus for fundraising will shift to the School Fair in November. Please come along to the next fair meeting and help in any way that you can. This could be as a stall coordinator, working on the day, getting in touch about sponsorship or supporting our donation days leading up to the fair. There will be two mufti days in 14/09/2026 and 23/10/2026.	
9. <u>General Business</u> Marg Foldes gave an additional update about feast day. Feast Day will be celebrated at school on 11 August 2026 with activities, open classrooms, dramatization and parent picnic. Students will then attend mass by bus on 12 August 2026. Peta Shanahan raised the previously discussed option of developing a sponsorship framework for P&F to support students who represent the school at higher levels of sport. This could include covering travel costs, accommodation, uniforms, parental leave and could be tiered based on level achieved, distance to travel etc. Magdalene has a framework that could be used as a guide. School Executive to discuss and look to develop a framework. Marg Foldes identified additional items that school would like to request P&F financial support – Toss Ball Hoops x3 and soft-fall surfaces, and Basketball Hoops for approximately \$12,000. P&F also nominated to assist in replenishing the sports bins provided previously on an annual basis. Money was also requested to cover the cost of two additional air-conditioning units for the library at a cost of approximately \$14,000. Marg Foldes advised that demountables would be installed later this year (hopefully around the end of term) at the back gate end of the playground. Those present discussed the impact changes at the school will have on the fair and the group was advised that there was an intention to promote parking and access to the fair via Liquid Amber Reserve. A suggestion was also made to introduce a park and ride option.	Peta Shanahan

The group also discussed concerns regarding recent media attention on the publication of student photos on schools' websites and social media and the potential for AI manipulation of images and improper use. Marg Foldes mentioned she would be attending a principal retreat this week and that this is something that is likely to be discussed. It is also a concern held by the school and something that they will be discussing and considering.	
10. Meeting close at 7:44pm Next meeting on Tuesday 20 October 2026 (Term 4, Week 2)	Peta Shanahan