



**P&F MEETING– TERM 2, 2018**  
**Tuesday 29<sup>th</sup> May 2018 – 7.00pm**  
**Meeting Minutes**

<b>1</b>	<b>Welcome</b>	President Belinda H opened meeting @ 7.10pm
<b>2</b>	<b>Apologies</b>	Linda N, Maria R
<b>3</b>	<b>Matters arising from previous minutes</b>	<i>Motion:</i> Accept minutes from Term 1 Meeting Tuesday 27 <sup>th</sup> February 2018 Accepted by Nat I Seconded by Russel S
<b>4</b>	<b>Principal's Report</b>	<p>Thank you to all for supporting the Canteen – especially Caroline M who generously gave up many hours to ensure that we were still able to provide a service to our parents / community</p> <p>Welcome to Shirley M – our new Canteen coordinator</p> <p>Thank you to everyone that attended our Maths workshop earlier this evening. We hope these workshops will provide a better understanding of the methods used to teach the children.  As a Diocese we have identified a need in counting and place value / quantity. This year we have participating in a Diocesan project – in year 5 &amp; 6 where the Stage 3 teachers are spending more time in conversation regarding Maths. We believe this is time well spent.  All children participate in an MAI assessment at the beginning of each year that provides the teachers with a 'starting point'. Children also complete ACER / PAT Maths Assessments annually. Along with counting and place value / quantity we will be focussing on Maths ideas – thinking &amp; building. We also have EMU specialists (Mrs Jones, Miss Cahill &amp; Mrs Booth) to help support those children that need extra support (mainly in younger grades).</p> <p>There are several Parent engagement opportunities throughout the year including spelling and reading workshops. Mrs Sheehan will also be offering Literacy workshops. Mrs McDonnell (FLO) will be running social &amp; emotional workshops (1-2-3 Magic) later this term and the Resilient Child in Term 3.  We are always looking for ways to better engage our parents / community – all ideas welcome!</p> <p>Our school Fete is being held on SATURDAY 3<sup>rd</sup> November from 10am – 3pm, with an emphasised importance about community involvement. So far we have had 3 planning meetings and a fete committee has been formed. Linda N has been appointed as Fete Coordinator. Further information will be provided in the coming weeks.</p> <p>Playground upgrade has been submitted to the Diocese for approval – the community will be informed once this approval has been granted.</p> <p>The carpet is being pulled up in Hall this Thurs to allow builders access to look at the floor and see what repairs are needed. OOSH and Parish Hall still open</p> <p>Semester 1 reports due this term. Term 2 interviews are optional as we had 3-way interviews in T1. Please see your classroom teacher for appointment times / days.</p> <p>Thank you to everyone that attended Father's installation. The church was "bursting" with about 700 people in attendance. A lovely supper for approx. 300 was served at St Kevin's School Hall. A wonderful evening for all.</p> <p>Mr Bateman was also asked about the school curriculum in particular Maths. Mr Bateman advised that as a school we follow the NESA syllabus. We have autonomy regarding scope &amp; sequence but must ensure all outcomes are met. Teaching plans are regularly audited by CSO. Australia's ranking in Maths have slipped – more focus on schools, NAPLAN, lots of debate what relevant education looks like for the future. Big focus</p>

		on creative thinking – communicating, reasoning, problem solving, conceptual understanding. Full curriculum review of all subjects in the next couple of years.			
<b>5</b>	<b>Executive &amp; Committee Reports:</b>	Committee Reports were tabled and provided to the attendees.			
	<ul style="list-style-type: none"> <li>• President</li> </ul>	<p>Belinda welcomed everyone to the meeting and re-introduced the Committee to meeting attendees The goals for 2018 we re-iterated to the group. Belinda also thanked Caroline for her fabulous commitment to the Canteen., and a big thank you to the banking &amp; uniform coordinators, and the St John's staff for providing parent education workshops. Also a shout out the families &amp; businesses that have already got behind the upcoming Fete. Your support is greatly appreciated! Belinda also acknowledged Linda N for taking on the role as Fete Coordinator. Canteen Committee currently conducting "food tasting" and gaining feedback for the new menu Upcoming events</p> <ul style="list-style-type: none"> <li>• Year 1 Mother's day</li> <li>• Year 3 cross country</li> </ul>			
	<ul style="list-style-type: none"> <li>• Class Parent Co-Ordinator</li> </ul>	<p>Provided by Jo W. Refer to the report included in committee report attachment. 3 events since Feb – Cross Country, Bush Dance, Mother's Day breakfast. All used the sign-out app for volunteers which is working well Next event scheduled for August – Grandparents Day</p>			
	<ul style="list-style-type: none"> <li>• St John's Advisory Council</li> </ul>	<p>Provided by Natalie B. Refer to report included in committee report attachment.</p>			
	<ul style="list-style-type: none"> <li>• Treasurers Report</li> </ul>	<p>Provided by Russell S. Refer to the report included in committee report attachment. Good profits to date. Uniform shop doing well - thank you Linda</p>			
	<ul style="list-style-type: none"> <li>• Canteen Co-Ordinator</li> </ul>	<p>Provided by Maria R. Refer to the report included in committee report attachment. Welcome to Shirley – new canteen coordinator. Shirley will be in the canteen 4 days a week / 3 hours per day. Shirley will also require an additional (min 1) volunteer to help out on the days the canteen open. The canteen will only operate for big lunch – no recess. This provides more flexibility for volunteers. Sushi will be offered Mon &amp; Wed / New hot food option Tues &amp; Thurs / Menu will go live this Thurs via Qkr! Sushi &amp; hot food via lunch orders (Qkr!) ... drinks can be purchased over the counter All hot meals \$3.80, served in plastic trays / sleeves. Menu to be updated on website / weebly and also nutritional information available (green / amber etc) Menu will be increased to include toasties and other "special food days" once the new team / menu bedded down! Moving forward ... looking at options for ovens</p>			
	<ul style="list-style-type: none"> <li>• Clothing Pool Co-Ordinator</li> </ul>	<p>Provided by Linda S. Refer to the report included in committee report attachment.</p>			
	<ul style="list-style-type: none"> <li>• Broken Bay Parent Council</li> </ul>	<p>Provided by Rony R. Refer to the report included in committee report attachment.</p>			
	<ul style="list-style-type: none"> <li>• School Banking</li> </ul>	<p>Provided by Belinda B. Refer to the report included in committee report attachment. CBA have changed how they distribute commissions to schools</p>			
<b>6</b>	<b>Guest Speaker</b>				
<b>7</b>	<b>General Business</b>	<b>Follow up Items</b>	<b>Raised</b>	<b>Owner</b>	<b>Status</b>
		Canteen matters – New Manager appointed. New Menu	T4 2017	Canteen Committee	Completed
		Cookbook sales <i>Sell at Fete??</i>	T4 2015	All	Ongoing
		Giving Back to the Community Joint Initiative with Advisory Council <i>Palmgrove &amp; local pre-schools</i>	T1 2018	P&F	Ongoing
		Playground Update <i>See principal report</i>	2016	All	Ongoing

	<p>Entertainment Book – On Sale NOW \$70 21 books sold - \$300 profit to date</p>	T1 2018	P&F	Completed						
	<p><b>New Items</b></p>									
	<p>Fete – 3<sup>rd</sup> November. Call out for Helpers, Businesses, Prizes How can YOU help? Need helpers. Meeting held with parents that showed initial interest Linda has put together plan Planet Entertainment to provide rides. Jumping Castle for fee Sideshow Alley – make things, hire activities Wendy Jones – raffle coordinator. If anyone has social / business connections please let us know. Face painting / tattoos Food stall – BBQ, Cake stalls, commercial stalls Music entertainment – local dance studios, clubs School tours on the day Fire truck / police truck (RFS will bring truck on the day) Carly – in charge of Marketing Parish will be involved – Jerry coordinating Parish side of things <i>RISK – will work be completed on the hall by November? Fete committee to liaise closely with school executive and provide an update in T3</i></p>	T2 2018	ALL	New						
	<p><u>Church Engagement</u> – Genevieve F Can we make attending Church more appealing to our children? Gen F – family school mass, decline in attendance. How can we encourage more families / children to attend? Children feedback – boring, don't understand the Mass, children get disengaged, not interested. Suggestions: using well known hymns, reference children's bible for the Gospel readings / sermons, Uplifting songs / actions 5pm not a good time for all families – could we alternate Sat / Sun family Mass Christine has spoken to all priests about sermons – suggestions to Fr. about content. Last family Mass – sermon was relevant to children Could we combine with St Kevin's – options? Feedback to Fr with some options / concerns Survey parents?</p>	T2 2018	P&F Advisory Council	New						
	<p><u>Bunnings BBQ</u> OLGC made \$1500 from Bunnings BBQ Narrabeen has given Russell some dates later in 2018 <u>Circulate</u> the dates &amp; gauge peoples interest</p>	T2	P&F	New						
	<p><u>Picnic Tables</u> – Belinda B Additional picnic tables for children to eat lunch. Location behind the hall. Will be used for eating hot food – something to lean on. Can be used for other things – multipurpose MB raised supervision – will need to discuss with staff. PT has offered to obtain prices from supplier Potential for Yr 6 to contribute as gift to school</p>	T2	P&F	New						
	<p><u>Congratulations!</u> To Caroline – nominated for Captains of Community One of 3 finalists 10 second video &amp; people needs to vote for Caroline – voting open 13<sup>th</sup> June ... Tiqbiz / newsletter / tell everyone!</p>	T2	P&F	New						
	<p><b>2018 Events</b></p> <table border="1" data-bbox="391 1944 1449 2016"> <thead> <tr> <th data-bbox="391 1944 954 2016">Event</th> <th data-bbox="954 1944 1181 2016">Organiser</th> <th data-bbox="1181 1944 1449 2016">When</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>				Event	Organiser	When			
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		<i>Grandparents day / book parade</i>	<i>Year 5</i>	<i>4<sup>th</sup> August</i>
		<i>Father's Day Breakfast</i>	<i>Year 2</i>	<i>30<sup>th</sup> August</i>
		<i>Disco</i>	<i>Kindy</i>	<i>19<sup>th</sup> October</i>
		Major Fundraiser – FETE	ALL	3 <sup>rd</sup> November
<b>8</b>	<b>Date of next meeting</b>	Week 5 Term 3 – 21 <sup>st</sup> August 2018		
<b>9</b>	<b>End of Meeting</b>	Meeting closed @ 8:20pm		