



## P&F MEETING– TERM 3, 2018

Tuesday 28<sup>th</sup> August 2018 – 7.00pm

# Minutes

1	<b>Welcome</b>	President Belinda H opened meeting at 7.07pm
2	<b>Apologies</b>	To be advised
3	<b>Matters arising from previous minutes</b>	<p><i>Motion:</i> Accept minutes from Term 2 Meeting Tuesday 29<sup>th</sup> May 2018</p> <p>Accepted by Russell S</p> <p>Seconded by Caroline M</p>
4	<b>Principal's Report</b>	<p>Mr Bateman asked for prayers for Miss Rath &amp; her family. Sadly Miss Rath's dad passed away last week. Congratulations to both our Year 6 students who competed in today's Northern Beaches Public Speaking Competition at St Kevin's Dee Why. Vanessa came second overall and will now progress to the Diocesan finals.</p> <p>Our fete will bring the Parish, School and local community together. Proceeds will be used to improve learning environments in our classrooms, beginning with our stage three students including flexible furniture (similar to Library) to be used across 4 rooms. Stage 3 have been working on design of furniture in classrooms / multipurpose spaces. St Mary's North Sydney have been consulted and have provided feedback on what they have / how it's used in their classrooms. Budget approx. \$35K</p> <p>Ms Ingram will give you an insight later into what is being planned in Stage 3 with input from the children. (Short video of Stage 3 played by Miss Ingram)</p> <p>Organisation is well underway. We are busily looking for sponsorship and donations as well as people interested in pop up stalls. Kirstin, has come along to our meeting tonight to update you on the organisation for the fete. It is time to get our class parents involved in running some of our stalls and helping to recruit volunteers for tasks needing to be done on the day.</p> <p>Following on from Kirstin's report, parents are encouraged to get involved with this event by purchasing tickets, taking on a sponsorship, donating prizes or encouraging businesses to take part.</p> <p>I recently took a couple of weeks renewal leave. I spent this taking part in a pilgrimage with other principals and the priests from Pittwater Parish. We travelled the Via Francigena in Italy. This is an ancient pilgrim route beginning in Canterbury in the UK, travelling through France, Switzerland then into Italy before ending in Rome at the tombs of St Peter and St Paul. The idea of pilgrimage is experiencing a revival these days and I found it to be a great means of renewal.</p> <p>My sincere thanks to Natalie Ingram, Christine Dunk and Samantha Cahill who worked in acting roles during my absence. It made the trip all the more enjoyable knowing the great job that was being done here at school while I was away. My sincere thanks to each of these wonderful people for their hard work.</p> <p>The school has a new website and Facebook page. Thank you to Christine and Natalie for managing this transition. We are getting more and more hits every week to the website and "likes" on the Facebook page. Always looking for different ways to get the message out to the community.</p> <p>Our children have received Reconciliation, Confirmation and are now being prepared for Eucharist. Our Year 3 parents have a particularly busy time this year and we are very grateful to those parents who have agreed to act as group facilitators supporting parents in the preparation of the children for the sacraments.</p> <p>We received good feedback on the revised Sacramental programs. It has been a more consistent approach that families seem to be responding to. BB mentioned that families were only told at the Thursday information session that the lessons were to commence the following Saturday. Families should be given more notice to ensure they can attend / commit to the lessons.</p> <p>I feel that the response to discussion that took place at our last P&amp;F meeting has been fruitful. Miss Dunk and Mr Frazer have introduced new repertoires of songs, including old and new hymns. They are continually looking at ways of involving the children in the mass and Father Reinaldo has been extremely supportive in listening to the discussion concerning the length of homilies at monthly masses and has responded. Our teachers have been attending and have also been helping to encourage involvement. Sadly, we can't say that the numbers have increased in the Church overall. We know that there are times when the children</p>

		<p>want to come but the response from their parents is not in favour.</p> <p>Later this year, we all have an incredibly important opportunity to let the leaders of our Church understand how we feel. We will have an opportunity to share our stories demonstrating our struggles, disappointments, joys and hopes in relation to our faith as we are asked to consider, <b>“What do you think God is asking of us in Australia at this time?”</b> This is your chance as a parent to speak of your experience and ideas in considering this key question. Don’t miss this once in a lifetime opportunity to have your say. Animator for Warringah Parish are Christine Dunk / Bruno / Pearly (DY Parish). How do we get the people that are disengaged from the Church? Would love to get their feedback / voice / story. Look out for information in the school newsletter / Parish bulletin.</p> <p>As you are aware, the hall has been closed until further notice. There is a problem with the floor that was identified several years ago, but engineers have now found, in addition to asbestos under the flooring, there is an issue with the piers / floor joists under the building. Issues have also been identified with the ceiling and egress points. The school is working with the Parish and the diocese to develop an interim plan aimed at meeting our combined needs. A meeting is planned in two weeks’ time to discuss aspects of this plan. They will also be looking at a master plan for the long-term use of the site. All options are being considered including repairing the floor / structure and/or complete re-build.</p> <p>We have been gathering information to identify the many ways we use the hall and to emphasise the importance of this facility to our community. These along with ideas from the Parish will be presented at the meeting.</p> <p>It was acknowledged that the impacts on the school are significant. OOSH has now been moved to room 10 (Yr 6 breakout room), which impacts the year 6 students. Christine H raised her concerns that the senior children in the school are missing out on important leadership opportunities, for example leading school assemblies, and being role models for the younger students. Russel S raised that surely the school should get priority in the planning meetings as the impacts are far greater on the school community. Belinda B asked if the school could look at other options for school assemblies so that the children didn’t miss out. Could the Church be utilised for whole school functions? Suggest keeping K-2 assembly in the library and holding the 3-6 assemblies in the Church?</p> <p>All planning / decisions will take time and Mr Bateman has asked for patience during this process. He understands and shares the community’s frustrations. He will keep everyone informed of the progress.</p> <p>Meetings have been held with the CSO concerning our playground and a contract from the landscaper is now being checked. The project will take 12-14 weeks and involves closing sections of the existing playground and opening newly completed components of the new playground as the work is done so that the area can have some degree of use. A start time depends on the acceptance of the terms of contract above.</p> <p>As part of school review, the parents, teachers and students will be invited to take part in a survey entitled ‘Tell Them from Me’. This will be conducted by a professional group outside the diocese and will be open in the next few weeks. Details will be provided in the school newsletter and via Flexibuzz. The information will be used to inform our direction over the next three years. Of particular interest in the survey will be information related to our teaching and learning practices at St John’s.</p>
5	<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>Addressed at meeting by Belinda H.</p> <p>Belinda H re-introduced the P&amp;F committee to the meeting attendees, reiterating our main objective to increase the sense of community within our school.</p> <p>Belinda thanked the following volunteers</p> <ul style="list-style-type: none"> <li>• Canteen committee</li> <li>• Year 5 &amp; 6 for wonderful Grandparents Day</li> <li>• Families &amp; businesses that have donated prizes</li> <li>• Banking / uniform shop volunteers</li> <li>• Father’s Day Breakfast</li> </ul> <p>Refer to General Business for further update</p>
	<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.</p> <p>Grandparents Day as a great success. Hosted by year 5&amp; 6. Lots of people attended, plenty of food.</p> <p>Father’s Day BBQ will be held later this week. Year 2 are hosting</p> <p>Will need to look at other options for the school DISCO with the hall being closed. Approach community</p>

		centres / scout halls etc for school functions until we know what's happening with the hall. St Kevin's have offered the use of their hall for the school DISCO. Wendy J to liaise with Pip / Lorraine to get this sorted.			
	• St John's Advisory Council	Report to be provided by Natalie B at later date and posted on school website			
	• Treasurers Report	Provided by Russell S. Refer to the report included in committee report attachment.			
	• Canteen Co-Ordinator	<p>Provided by Maria R. Refer to the report included in committee report attachment. Shirley advised that the volunteer roster / new model working really well. No cooking / daily shopping no longer required. Freezer space a bit of an issue but Shirley managing this by un-packaging food / supplies. Limit of 25 hot meals per day due to oven capacity. MB has approved the purchase of a new pie warmer that will increase the number of meals that can be ordered / heated.</p> <p>Children are loving the food options. 2 new flavours introduced this term. 30% average number of lunch orders – this time last year approx. 16%</p> <p>Special food days are very popular however approx. 5 volunteers are required for the toastie days – hence not being able to offer every week. Sausage roll / Prok dim Sim days don't require as many volunteers as less preparation required.</p> <p>Qkr! Seems to be working well and is being updated in timely manner – thank you CSO (Lisa)</p>			
	• Clothing Pool Co-Ordinator	Provided by Linda S. Refer to the report included in committee report attachment. New hat. Issue with chin straps (OHS). MB to consider options			
	• Broken Bay Parent Council	Provided by Rony R. Refer to the report included in committee report attachment. Kirsty Goodwin presentation at Mater Maria – 11 <sup>th</sup> September			
	• School Banking	Provided by Belinda B. Refer to the report included in committee report attachment.			
<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>
		<b>Canteen matters</b> Refer Canteen Coordinator report / update	T4 2017	Canteen Committee	ongoing
		<b>Fete – Update</b> Dunk tank & side-show alley have been sponsored More prizes are needed. Issue re giving alcohol as prizes when there are children involved. Committee to discuss further. Financial donations are welcome in lieu of prizes – committee with use funds to purchase “bulk” prizes. Raffle prizes – to include “child friendly” prizes Sausages / sushi / paelo for sale on the day as well as slushies / popcorn / fairy floss. 14 stalls available for purchase – 3x3 metre spot for sale. \$250 per stall. Approach local businesses. Christine H to provide names / details from previous fete. St John's school band will be performing. Would be good to get some other “talents”. Pip to approach Stage Artz (Sam) Class groups will be allocated to a “stall” for the day. Class parents will be responsible for rostering volunteers to man the stalls for the duration of the fete, including set-up / pack up Planet Entertainment are supplying the rides. There will be mechanical and blow up rides. All ages. 6 major rides. Cost \$20 all day. Try booking URL for tickets. Flyers being finished to be distributed - look at options of families doing letterbox drop Thank you to Kirsten and Nat and organising committee – lots of work / involvement in getting Fete up and running.	T2 2018	Fete Committee	ongoing
		<b>Cookbook – reduced to \$10</b> \$170 worth of books sold at Grandparents day Thank you to Year 6 kids that helped on the day	T4 2015	All	ongoing
		Playground Update – addressed by Mr Bateman	2016	All	ongoing

		<b>Picnic Tables</b> Picnic tables – quotes provided to Mark. On hold until Hall issue resolved	T2 2018	SJ	ongoing															
		<b>Captain of Community Result</b> Congratulations to Caroline who came 2 <sup>nd</sup> Very well deserved!	T2 2018	P&F	completed															
		<b>Bunnings BBQ</b> Saturday 1 <sup>st</sup> December - Volunteers required – roster to be organised closer to the date	T2 2018	P&F	ongoing															
		<b>New Items</b>	<b>Raised</b>	<b>Owner</b>	<b>Status</b>															
		<b>P&amp;F Committee 2019 – Call for nominations for all positions at AGM</b> All roles with be declared vacant at AGM (term 4). Please contact P&F if you are interested in any roles or would like further information	T3 2018	ALL	new															
		<b>Uniform Shop</b> New hanging rods have been purchased and installed by school New hats need to be ordered – no chin straps / stings. MB to give approval so that order can be placed for Kindy 2019 orders	T3 2018	P&F	completed															
		<b>Entertainment Books</b> Special for Father's Day - \$20 voucher or free delivery	T3 2018	P&F	ongoing															
		<b>Facebook Pages</b> John Hession CSO is creating guidelines for usage within schools – St Johns to "test"... Minimal content. Sports reminders. Closed groups. Issue with messages not getting out across all channels. I.e. change in sports days should be communicated via school channels – website, newsletter, flexibuzz	T3 2018	Advisory Council	new															
		<h2>2018 Events</h2> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Event</th> <th style="width: 25%;">Organiser</th> <th style="width: 25%;">When</th> </tr> </thead> <tbody> <tr> <td>Father's Day Breakfast</td> <td>Year 2</td> <td>31<sup>st</sup> August</td> </tr> <tr> <td>Disco</td> <td>Kindy</td> <td>19<sup>th</sup> October</td> </tr> <tr> <td>Major Fundraiser – FETE</td> <td>ALL</td> <td>3<sup>rd</sup> November</td> </tr> <tr> <td>Bunnings BBQ</td> <td>P&amp;F</td> <td>1<sup>st</sup> December</td> </tr> </tbody> </table>				Event	Organiser	When	Father's Day Breakfast	Year 2	31 <sup>st</sup> August	Disco	Kindy	19 <sup>th</sup> October	Major Fundraiser – FETE	ALL	3 <sup>rd</sup> November	Bunnings BBQ	P&F	1 <sup>st</sup> December
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8	<b>Date of next meeting</b>	AGM – date TBC																		
9	<b>End of Meeting</b>	Meeting closed 8:30pm																		