



P&F AGM 2018

Tuesday 27th November 2018 – 7.00pm

Minutes

1	Welcome	President Belinda H opened meeting with Welcome prayer at 7.15pm
2	Apologies	Nat Bradshaw Rachael Crookwell Gen Ferris Shirley Matt Milligan
3	Matters arising from previous minutes	<i>Motion:</i> Accept minutes from Term 3 Meeting Tuesday 28 th August 2018 Accepted: Jo W Seconded: Natalie I
4	Principal's Report	<p>Mark Bateman addressed the meeting.</p> <p>Firstly, my thanks and congratulations to our executive team – Belinda, Caroline, Russell, Pip, Jo Woolford. Their support for our school, our goals, and their constant positivity and promotion of community has been so welcome. I have very much appreciated working with them during 2018. My thanks to our Class Parents and our many volunteers who have supported the activities of the school throughout 2018.</p> <p>Our recent St John's Fete was an outstanding success. It created an opportunity for our school and Parish community to gather and celebrate and it helped raise some welcome funds for the school and Parish communities. Inviting the wider community to take part in the event gave them an insight into our school and what we are about. I think the committee did a fantastic job in organising the event. They have also provided us with an excellent model for running this type of event into the future. My sincere thanks to our organising committee – Jo Woolford, Wendy Jones, Caroline Miller, Linda Nero, Kirstin Blyton, Ashley Blake, Gerry Haddrick and Jenny O'Donoghue. Our thanks also to our Class Parents for their ability to rally parent help and to support the organising committee in with the running of the school fete.</p> <p>Proceeds from the fete (approx. \$14k) have already been committed to the purchase of modern furniture in our senior classrooms. This is in line with our teaching and learning goal of authentically engaging our children in their learning. While great learning isn't about the furniture, it does allow us to create more flexible learning environments and, as a result, more engaging learning for our students. Carpet will be replaced in the upstairs classrooms over Christmas. We will be installing carpet tiles over a larger floor space area to increase the learning space size in those classrooms.</p> <p>Projector for hall might have to be held over until 2019.</p> <p>Our Kindergarten transition sessions have finished. They were very well supported by our new families. The sessions provided opportunities for the new children to be involved in play activities within the classroom. They met and played with children from Year 4 who will be their buddies next year. They were given an experience in our Church and about half of them attend the Blessing mass a couple of weeks ago. The parents were given some helpful information about promoting and helping with reading. I think overall the transition to school was an inclusive and varied experience that helped the children and their parents feel welcome and at home in their new school.</p> <p>Our Play Group, led by Zuzannah Bryant, is providing a great link to our school. The CSO will be providing some information and practical ideas about how to establish Play Groups as part of our overall transition to school program in 2019 and this is something I would like us to be involved in. Zuzannah Bryant is stepping out of the role next year, so there is an opportunity for an interested person or group to be involved next year. The Play Group puts young parents in touch with each other; provides opportunities for St John's children to be involved in welcoming new children and parents to our school; it provides children enrolling in school opportunities to be familiarised with the school environment. I think it has great potential within our community.</p> <p>Belinda M / Narraweena Fruit Market has offered to have flyers in the shop advertising the play group.</p> <p>We are at the half way point of our School Improvement Plan (SIP). We had the opportunity this year to check in with our teaching and learning goal – to authentically engage our students in their learning. This involved staff, parent and student surveys and a Learning Summit which included a visit from neighbouring principals</p>

and assistant principals. Ms Ingram and I presented the findings of our self-review to other schools and officials at the Catholic Schools Office in early November.

I offer the following report as a summary of the Tier 2 findings:

Areas of strength	Areas for improvement / focus
<p>High levels of student engagement in learning. Consistent teaching and learning practice. Evidence of feedback to children which directed learning. Professional learning opportunities for staff and for parents. Positive results being shown in Literacy and Numeracy learning overall. Consistent teacher work on adjusting learning to meet the needs of children, use of IEP's.</p>	<p>Provision of feedback to teachers and from teachers to students about learning. Improve the quality of assessments and the subsequent target setting and teaching focus. Communication about our work and achievement to the community in the area of learning. Making the work done to meet student needs more visible.</p>

Playground has been approved – start date later in the year

Opening of the playground good opportunity for local Kindergarten's to visit.

This year's NAPLAN results were used to show our **progress over time in the areas of Reading, Writing, Spelling and Numeracy**. We looked especially at the overall growth in student learning from Year 3 to Year 5 in Numeracy and Literacy (with a breakdown in our Spelling and Writing results). The results show a lift in the average NAPLAN score in all areas assessed in Year 5 for 2018. This is good news but we are aware that NAPLAN is one assessment used at a particular point in time and that results can reflect the particular abilities of the cohort according to size and ability. We will continue to use our assessment data to plan for teaching and learning that is targeted at student need and we will also continue to pursue an approach that helps our children develop a stronger understanding and foundation in the areas of counting and place value in Numeracy.

I think **St John's places a strong emphasis on social justice, practical mission and faith celebration**. Our children are very conscious of taking action for the common good and they are very respectful in the way they celebrate the traditions and practices of our Catholic faith. Religious education helps our children understand their faith and provides opportunities for them to express their connection to it. Feedback recognises religious education and our faith practices as an essential point of difference to other schools. The times in which we live, however, provide challenges in relation to the engagement of many of our families with Parish and religious life. This is a regular topic of conversation at Advisory Council and Pastoral Council meetings. I believe we are in time of great change and that it is really important for as many people as possible to be involved in giving feedback to the Church about what they believe God wants in Australia at this time. This can be done by **submitting a response to the Plenary Council** via their website or by joining a discussion group being run in our school and/or local Parish. This is your chance to have your say about the future of our Church in Australia – don't let it pass by.

Finally, **progress on our school hall** rests with the authorities at the Catholic Schools Office. They have indicated that the **hall will be recommissioned** in 2019. Start dates, scope of works and time lines have not been communicated to me at this stage. My thanks to the Advisory Council for representing the concerns of the community on this issue via a letter to the Director of Schools. This action supported the Parish and School in emphasising the importance of this facility and the need to have it operational once again.

Our playground has been approved for construction. Improvements and additions are included for the entire area with work due to begin at the end of this year. A firm start date has not yet been received. Funds originally raised by the P&F (\$20 000) will be used to help us meet the overall cost of the project.

In closing I wish to offer my thanks to the staff of St John's for their care and commitment to your children and this community. We are truly blessed to have such a cohesive group of people teaching your children. I am especially grateful to our Assistant Principal, Natalie Ingram, and our REC, Christine Dunk, for the amazing contribution they each make to this community. My thanks once again to this organisation for the great work done during 2018 and I look forward to working with the new P&F executive team in 2019.

5 Executive & Committee

Committee Reports were tabled and provided to the attendees.

	Reports:				
	• President	Belinda H addressed the meeting: Thank you to the following people for all your hard work throughout the term, especially the Fete Committee & all who helped, donated & supported the event. Special thanks to Kirsten B, Linda N, Ashley B, Wendy J, Jo W, Caroline M, Alisha W & Andy P. Kindy parents for the Disco. Year 2 parents for Father's Day Breakfast. Class Parents. Canteen Committee & Volunteers. Banking Volunteers, and Uniform Shop Volunteers. Without the support of our parent community we could not do what we do – thank you!			
	• Class Parent Co-Ordinator	Provided by Jo W. Refer to the report included in committee report attachment. <ul style="list-style-type: none"> • Sign up App has been working really well • Volunteer thank you afternoon tea • Bunnings BBQ on Saturday – more helpers needed 			
	• St John's Advisory Council	Provided by Rachel C/Natalie B. Refer to report included in committee report attachment.			
	• Treasurers Report	Provided by Russell S. Refer to the report included in committee report attachment. <ul style="list-style-type: none"> • Expenses for uniforms purchased • BBQ Bunnings on Saturday • Thank you to the current P&F 			
	• Canteen Co-Ordinator	Provided by Maria R. Refer to the report included in committee report attachment. Volunteers to help with the stickers (lunch orders) every day (except Tues) See the office ladies who have the stickers and lunch bags Thanks Anna for helping whilst Shirley away.			
	• Clothing Pool Co-Ordinator	Provided by Linda S. Refer to the report included in committee report attachment.			
	• Broken Bay Parent Council	Provided by Rony R. Refer to the report included in committee report attachment.			
	• School Banking	Provided by Belinda B. Refer to the report included in committee report attachment. CSO was looking into school banking – credit cards being offered to children / marketing material. Refer to committee report for response from CBA. Some banks allow children aged 12+ to transact on their own bank account. CBA allows access from 14+ Account holders 18+ may receive marketing material (credit cards) ... people can opt in or out. Should we be looking for more objective options for our kids?			
6	Guest Speaker				
7	General Business				
		Follow up Items	Raised	Owner	Status
		Fete Report Refer to committee reports for details Short Lead-in time but Kristyn was a wonderful leader Lots of fun and hard work. Great community spirit Wendy and team will put together a comprehensive report to be used for future events	T2 2018	Fete Committee	completed
		Cookbook – reduced to \$10	T4 2015	All	ongoing
		Playground & Hall Update – addressed by Mr Bateman	2016	All	ongoing
		Bunnings BBQ – Saturday 1 st December - Volunteers required 7am set up until 3pm Flexi Buzz to be sent asking for volunteers	T2 2018	P&F	ongoing
		New Items	Raised	Owner	Status
		P&F 2019 Committee Elections ➤ No nominations received for President – current president Belinda H has kindly offered to “hold the fort” until the end of year. Saartje Destoop-Timmonywill consider a joint role with Belinda in 2019 ➤ Nomination received by Matt M for Vice President – No			

	<p>other nominations. Nomination accepted</p> <ul style="list-style-type: none"> ➤ Nomination received by Gen F for Secretary – no other nominations. Nomination accepted. ➤ Russell S nominated by Pip for Treasurer. No other nominations. Russell accepted the nomination. ➤ Nomination received by Caroline Miller for Broken Bay Catholic Schools Parents representative. No other nominations received. Nomination accepted ➤ Jo Woolford has re-nominated for Class Parent Coordinator. No other nominations received. Nomination accepted. <p>Congratulations to the new 2019 P&F Committee</p>			
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	<p>2018 Events</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Event</th> <th style="text-align: left;">Organiser</th> <th style="text-align: left;">When</th> </tr> </thead> <tbody> <tr> <td>Bunnings BBQ</td> <td>P&F</td> <td>1st December</td> </tr> </tbody> </table>	Event	Organiser	When	Bunnings BBQ	P&F	1 st December			
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8	Date of next meeting	Week 5, Term 1 2019 – 26 th February 2019
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9	End of Meeting	Meeting closed 8:30pm
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