



## P&F MEETING – TERM 2, 2019

Tuesday 28th May 2019

### Meeting Minutes

1	<b>Welcome</b>	Co-President Belinda H open meeting at 7.00pm
2	<b>Apologies</b>	Brooke Williams, Gen Ferris and Saartje Destoop-Timmony
3	<b>Matters arising from previous minutes</b>	<i>Motion:</i> Accept minutes from previous meeting Tuesday, 26 <sup>th</sup> February 2019. Accepted by Caroline Miller and seconded by Matt Milligan.
4	<b>Principal's Report</b>	<p>Mark started off by stating that all three recent social/fundraising events were well run. He suggested going forward we could look at hiring St Paul's hall annually for the Bush Dance as we would not have to contend with wet weather issues. This raised the concern that families would prefer the bush dance at St Johns as it is closer for families to travel and parents/children enjoy being outside to dance. Perhaps we can look to pencil in St Pauls as a backup so we ideally don't have to reschedule dates.</p> <p>Other news, is we have two kindergarten classes have been confirmed for 2020. There are approximately 18 siblings and we do still have space to accept new enrolments. The open days were helpful in securing new families to the school and applications will remain open until June 2019.</p> <p>Playgroup has also helped to encourage new families to come and see our school and our Facebook page has shown what great things the school has been up to. The Catholic Schools Office has embraced our playgroup and we will get further assistance and equipment. The CSO will provide us with \$1,000 funding and also a wealth of knowledge to help run the program with ideas and activities etc. Also discussed was a need to form a Playgroup Committee as the current organisers may not be in a position to continue running the playgroup in the future. Jeanie McDonnell (Family Liaison Officer) has volunteered to be involved with the playgroup as it really helps with the transition to school and is a great introduction to our school with the local community.</p> <p>Mark noted that Years 3 and 5 recently completed the NAPLAN tests. Some of the exams were taken online this year, and whilst our school had some technical issues, it was not deemed sufficient enough for the tests to be redone.</p> <p>Mark also gave an update on the hall. A Memorandum of Understanding (or Contract) between the Parish and School is underway to determine how the hall will be used after it has been repaired e.g. insurance etc. After this has been finalised, we can obtain three quotes to get the repairs done. Both Ann Duncan and Peter Hamill (CSO) are aware of this outstanding issue and how important it is to be done in a timely manner. The hall repairs are floors to be concreted, new doors and roof. The inside of the completed hall e.g. painting and audio-visual equipment will be the School's responsibility. The Parish area and toilets will not be included in the repairs. Mark has suggested getting a vinyl flooring to cover the concrete which will be hard wearing and make it a functional space.</p> <p>The playground continues to be very popular with the children. There are some areas of soft fall which have recently been tested and need to be replaced within approximately 18 months at an estimated cost of \$50-70K. The boundary fence will be getting replaced in the near future.</p> <p>Initial preparations for the musical has begun and we are just in the process of trying to source props and costumes to work out what we are missing. The children are very excited and we need to spread word out to the school community about the musical – especially to our new families who may not be aware of how much of a performance the event it is and to save the date.</p>

	<ul style="list-style-type: none"> <li>• President</li> </ul>	<p>Bel H started by thanking both Saartje and her sister Hanne for organising and running the playgroup every fortnight. It was also mentioned that Rachael Crookwell and Duncan MacBeth have been helping with chess club and we gratefully appreciated their help in running the club. Bel H has also officially stepped down as co-President and will now enjoy coming to our future P&amp;F meetings as a spectator.</p> <p>From the P&amp;F Committee and School, thank you to Bel for being our President for nearly three years. President, Saartje D will be taking over full duties of this role.</p>			
<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>• Class Parent Co-Ordinator</li> </ul>	Provided by Joanne W. Refer the report included in committee report attachment.			
	<ul style="list-style-type: none"> <li>• St John's Advisory Council</li> </ul>	Provided by Rachael C. Refer to report included in committee report attachment.			
	<ul style="list-style-type: none"> <li>• Treasurers Report</li> </ul>	Provided by Russell S. Refer to the report included in committee report attachment.			
	<ul style="list-style-type: none"> <li>• Canteen Co-Ordinator</li> </ul>	Shirley R. Refer to the report included in committee report attachment.			
	<ul style="list-style-type: none"> <li>• Clothing Pool Co-Ordinator</li> </ul>	Provided by Linda S. Refer to the report included in committee report attachment.			
	<ul style="list-style-type: none"> <li>• Broken Bay School Parent Council</li> </ul>	Provided by Caroline M. Refer to the report included in committee report attachment.			
	<ul style="list-style-type: none"> <li>• School Banking</li> </ul>	Provided by Belinda B. Refer to the report included in committee report attachment.			
<b>6</b>	<b>Guest Speakers</b>	<p><b>Speaker: Natalie Ingram (Vice Principal)</b> Natalie discussed the Cultures of Learning system which is focusing on two strategies – time and routines. The children are learning to go into more depth within a subject to ensure that they totally understand it and get the concepts etc. They will often chat with a buddy their ideas and instead of children answering a question with a hand up, they quietly put their hand on their heart, which gives every child the opportunity to come up with a solution and plenty of thinking time about other possible solutions.</p> <p><b>Speaker: Caroline Miller (Broken Bay School Parent Council (BBSPC) representative)</b> Caroline recently attended a Broken School Parent Council meeting which focused on sustainability. Caroline reported that our School has a lot of systems in place e.g. eco garden, good recycling programs that some other schools in the area are not doing as yet. The idea of creating a Sustainability Committee was consider including members of the P&amp;F, Advisory Council and staff to ensure that we are doing all we can. Caroline mentioned a number of ways in which we can reduce our waste including taking your scrunchable plastics to supermarkets to recycle, taking useable goods to the Ecohouse at the tip and looking at what single use items we are putting into our children's lunchboxes on a daily basis.</p>			
<b>7</b>	<b>General Business</b>	<b>Follow up Items</b>	<b>Raised</b>	<b>Owner</b>	<b>Status</b>
		Playgroup Update	T2 2019	P&F	Completed
		Musical	T1 2019	P&F	Ongoing
		<b>New Items</b>	<b>Raised</b>	<b>Owner</b>	<b>Status</b>
		None at this point.			

		<b>Upcoming Events – 2019</b>		
		<b>Event</b>	<b>Organiser</b>	<b>When</b>
		Father's Day	Year 2	30 August 2019 TBC
		Musical	All	5 September 2019
		Disco	Kindy	18 October 2019 TBC
<b>8</b>	<b>Date of next meeting</b>	Tuesday, 20 August 2019		
<b>9</b>	<b>End of Meeting</b>	Meeting concluded at 8.00pm.		