



**P&F MEETING – TERM 4, 2019**  
**Tuesday 12<sup>th</sup> November 2019**  
**Meeting Minutes**

<b>1</b>	<b>Welcome</b>	President Saartje Destoop open meeting at 7.00pm
<b>2</b>	<b>Apologies</b>	Apologies: Amelia Chandler
<b>3</b>	<b>Matters arising from previous minutes</b>	<i>Motion:</i> Accept Minutes from previous meeting 20 <sup>th</sup> August, 2019. Accepted by: Matt Mulligan and Russell Scott
<b>4</b>	<b>Principal's Report</b>	<p>Well done to our P&amp;F parents! St John's Parents and Friends have provided fantastic support for the St John's community once again during 2019. My thanks to our class parents who have done so much to create mini communities in our classes and grades; to Linda Scott for her work with our pre-loved clothing store and to our canteen coordinator, Shirley Rellis, ably supported by Anna Amoroso and our canteen volunteers; to Jo Woolford for looking after our Class Parents so beautifully; to our banking mums - Belinda Bedford, Nicole Grilla and their helpers and to our P&amp;F Executive - Saartje Destoop, Belinda Haroutonian, Genevieve Ferris, Russell Scott, Matthew Milligan and Caroline Miller, our Catholic School Parent representative.</p> <p>Our executive has worked as a team to support our school activities and initiatives and to build and sustain a sense of community at St John's. I am very grateful to Saartje for sharing her skill and talent while running the playgroups this year. This initiative has added value to our transition to school programs. Saartje will not be able to run the groups next year due to work commitments, so I am interested in hearing from any volunteer parents who are interested in continuing our playground sessions. Jeanie McDonnell will be there again to assist. We will be holding a Thank You! Afternoon Tea, November 29th to celebrate the great work of all parent volunteers.</p> <p><b><u>Special visitor:</u></b> Bishop Anthony Randazzo, the new Bishop of Broken Bay, re-arranged his diary to be able to attend the St John's Intercultural Day last Sunday. It was great to see Bishop Anthony mingling with everyone and enjoying the event.</p> <p>A large crowd welcomed the Bishop who joined in the festivities which involved parishioners from the Parish of Warringah (St John's and St Kevin's). Our St John's Ensemble Band entertained the crowd as did a combined St John's and St Kevin's choir. This was an inaugural event, organised by Father Emman and the Parish Pastoral Council, aimed at bringing parishioners together.</p> <p><b><u>Focus on Mission:</u></b> The children's work on Mission during the past few weeks has been commendable. Our Mission Day was again successful this year. Our Talent Quest (December 17th) will also be used to support the various groups the children have nominated. Liturgies and prayer are truly part of our school culture and are a special time for the whole school each Monday morning. We have been working hard at making connections with our priests. They have been celebrating masses with the children and Father Emman has been particularly interested in our children and our school, looking for ways to get them involved in the Parish. We have a small number of altar servers being trained and the response to the Intercultural Day was encouraging. We will continue our efforts to build connections with the Parish, encouraging parents to join in and to support this goal.</p> <p><b><u>Classes for 2020</u></b> Last week I sent home information about class arrangements for 2020. We will have 13 classes again for 2020. All grades will have two classes except for Year 1, which will remain as one class of 29. We will appoint a teacher assistant to this large class from day one. There are no composites planned for 2020. Our Learning Support Teacher, Mrs Vidler, will officially retire in February 2020 after taking Long Service Leave until that time. We have currently advertised for a replacement teacher for that position.</p>

We are working on teacher placements for 2020 and parents will be informed of class teachers with their child's end of year progress report which will be received via the Compass Application. Most families are now signed up with Compass. Compass allows parents to receive important communications from St John's on a regular basis. My thanks for the way in which the take up has been supported - just a few families to go.

**New families:**

We have two Kindergarten classes of 21 each for 2020. The children have attended four transition sessions during Terms 3 and 4 so beautifully facilitated by our teacher, Jade Gillett and so very well supported by Jeanie McDonnell, our Family Liaison Officer and Debra Trim, our Teacher Assistant. We look forward to all of our children and families beginning at St John's. We are especially looking forward to our 20 new families being welcomed into our community.

This Saturday evening, November 16th, all Kinder children and their families are invited to a Welcome Mass. They will learn a song and actions at their transition sessions this week and share this at mass on Saturday. Everyone is welcome to attend.

**Plans for the holidays**

Work will resume on the school hall this week. We have experienced delays since returning from Term 3 holidays. The hall floor has been removed. The next step is to remove the subsoil underneath the floor. The builders and the CSO have taken time to ensure that this takes place as safely as possible for our children and community as well as for the building team. Work is planned to begin Wednesday morning.

While the hall is being renovated, we have planned to replace carpet the current Year 5 rooms and repaint these classrooms. Whiteboards will be replaced throughout the school and we will replace a number of our classroom projectors and continue our program of updating our IT stock. Our library will be re-carpeted and re-painted. Painting will also be done outside including some walls and trim. All outside surfaces will be pressure washed. We will continue to gradually update classroom furniture with our ultimate goal to modernise each classroom so that we can enjoy flexible, modern and engaging learning spaces with our children. I'd like to ask for parent help as with work to be done on the library. Next, we need to clear our library of books during Week 9 (December 9,10 and 11). We need help boxing books on those three days. We have employed someone to move shelves and box books. A sign-up message has been sent to all families asking for assistance.

**Musical feedback:**

I am extremely proud of our children and staff for the work put into this year's musical. A great team effort allowed us to present a performance a little different in character to previous years. Each child experienced not just the thrill of performance, but had an insight into the process of production and story creation.

We were ably supported by our parents, especially Wendy, Belinda and Jo who organised constant working bees, ensured the costuming and props were available and who ensured everything was re-stored after the show - most important! Thank you so much to all the parents who responded to the call.

Into the future we are looking to have a longer lead in time. Parent help in the form of working bees brought people together and contributed significantly to the show. Planning the actual show, choreography and coordination responsibilities will be considered well ahead of time for the next performance. Our Musical Committee and Directors did an amazing job amongst their considerable school responsibilities, so finding ways to support this aspect of the show would make a difference to workload. Having said that all involved, felt a great sense of achievement and satisfaction.

**Capable leaders at St John's:**

As you are aware, I took some Long Service Leave at the end of Term 3. My wife and I connected with family in the Netherlands. While I was away, Natalie Ingram, Christine Dunk and Liz Rath stepped into new positions and Pauline Douglas taught full time. I was able to really enjoy my time away knowing that our school was in such capable and professional hands and I'd like to thank each of them for their generosity and support at this time.

**Teaching and Learning Report:**

We continue to work on embedding a thinking curriculum in our classrooms. The 'Cultures of Thinking' approach continues to be gradually introduced by our teachers. Teachers have begun working on the children's progress reports which will be delivered via Compass at the end of the year.

All schools in the diocese took part in online NAPLAN testing in May. Our results were sent to in September and I have asked Natalie Ingram to present you with the graphs of results tonight. You would be aware that there were issues with online platforms across the country and the effect of the interruptions that were experienced are difficult to account for. The data we received was encouraging overall, however, and it does give us some insight into how our results compare to schools of local socio economic status as well as with the overall cohort of students in Years 3 and 5. Individual results can also point to areas of need and strength for our children. (Natalie to present the graphs.)

The NAPLAN results show that we are above those of statistically similar schools (SSS) and above the state in both Year 3 and Year 5. While both Numeracy and Literacy results were positive, our literacy results are especially encouraging and we feel this reflects a strong effort on our behalf to implement consistent teaching and learning processes in our school through quality professional learning for our staff. While our Year 5 results are above both SSS and state results for Numeracy, the graph showed a small decline when compared to our 2018 cohort. NAPLAN is one test among many. We are, however, encouraged by what we have seen and will continue to use professional learning, consistent, engaging practice and data to inform our teaching and learning into 2020.

For 2020 we will continue our work on embedding thinking. Our new Learning Support Teacher will work with teachers on building their capabilities in being able to provide effective adjustments for students with disabilities in the classroom in line with new Commonwealth processes.

**Concluding:**

After many years of service, we have three members vacating positions on our Advisory Council. Natalie Bradshaw, Nicci Bradley and Lisa Rourke have each represented our community so beautifully and respectfully over the years. All three have their youngest children finishing at St John's at the end of the year.

The Advisory Council helps with providing advice to the Principal and school Executive on matters of policy, community interest and stewardship. Meetings are held at least once and sometimes twice per term. If you are interested in being part of our Advisory Council please send an expression of interest email to [sjan@dbb.catholic.edu.au](mailto:sjan@dbb.catholic.edu.au) marked Advisory Council EOI and Mr Bateman will be in touch.

My sincere best wishes to all families as we approach the end of 2019 and again my thanks to our Parents and Friends for their amazing support.

5	<b>NAPLAN Presentation</b>	<p><u>Nat Ingram (Deputy Vice Principal)</u>  <b>Presentation on 2019 NAPLAN results</b></p> <p>A slideshow was presented showing the scale from 2014-2019 results for Year 3 and Year 5 at our school.</p> <p>This year's NAPLAN results of our Year 3 and Year 5 students exceeded the state average in all categories of writing, spelling, grammar and punctuation and numeracy. A great result!</p>
	<b>Discussions raised during the meeting:</b>	<p><u>President:</u>          Thanked all executive committee members for volunteering their time as members of the P&amp;F. Thanks was also given to our school volunteers of class parents, school banking, canteen, uniform shop and volunteers at school functions. A special mention of thanks to Mr Frazer, teachers, Wendy Jones, Belinda Bedford and the numerous helpers of our musical who worked tirelessly to make it a success on the night. Finally, the President thanked Bel Haroutonian for helping her out with the transition of the role of President, this was seconded by everyone at the meeting.</p> <p>P&amp;F Executive Committee Members who have retired from their role are: Saarjte Destoop (President) and Genevieve Ferris (Secretary)</p> <p>Confirmation of the new P&amp;F Executive Committee members for next year:</p> <ul style="list-style-type: none"> <li>• Jo Woolford, President</li> <li>• Matt Mulligan, Vice Present</li> <li>• Russell Scott, Treasurer</li> <li>• Saarjte Destoop, Secretary</li> <li>• Amelia Chandler, Class Parent Co-ordinator</li> <li>• Caroline Miller, Broken Bay Parent Council</li> </ul> <p>Social/fundraising Event dates have been set for next year. An early call out for Year 4 class parent as the Bush Dance is 4 weeks into Term 1.</p>
5	<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 Natalie B. 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>General Business</b>	<b>Follow up Items</b>			<b>Raised</b>	<b>Owner</b>	<b>Status</b>
		Hall			T2 2019	All	Ongoing
		Musical			T2 2019	All	Completed
		<b>New Items</b>			<b>Raised</b>	<b>Owner</b>	<b>Status</b>
		Movie night			T4 2019	All	Ongoing
		<b>Upcoming Events – 2019</b>					
		<b>Event</b>		<b>Organiser</b>		<b>When</b>	
		Year 6 School Gift Fundraiser		Year 6		18 November 2019	
		Thank you Afternoon Tea		P&F		29 November 2019	
		Year 6 Graduation		Yr 6 & 1 School Advisory Council		11 December 2019	
<b>7</b>	<b>Date of next meeting</b>	Tuesday, 25 <sup>th</sup> February 2020 at 7.00pm					
<b>8</b>	<b>End of Meeting</b>	Meeting concluded at 8.20pm.					