

St. John's P&F Association ~ T1 2024

Meeting Agenda

6th March 2024, 7pm, School library

Zoom link via COMPASS



1 WELCOME PRAYER

2 APOLOGIES

Jo W, Shirley R, Simone M

3 Minutes from previous meeting accepted

1. Bel H
2. Michelle F

PRINCIPAL'S REPORT

- HALT
 - Congratulations to Stef Thom for achieving HALT Highly Accomplished and Lead Teacher. 1 of 9 in Australia and 1 of 3 in State, only Lead in BB diocese.
 - 2 more staff progressing towards Highly Accomplished - B. O'Connell and J. Gillette
- LEARNING FOCUS
 - Shifting from english to maths.
 - Implementing 3-6 National Syllabus
 - New assessment tool - *essential assessment* online tool that tracks student' progress. Results can be used for coaching. Targeted around individuals' needs.
 - introduction of RE Curriculum
 - Extend PBL matrix outdoors. Explicit expected behaviours on signs
 - life skills go - continue to measure their wellbeing
- PARENT CHARTER
 - Outlines the partnership between parents and the school
 - What parents can expect in the way the schools support them
 - what schools can expect from parents in terms of supporting the school
 - co-responsibilities
 - communication and engagement
 - expected behaviours
 - dealing with unacceptable behaviour
 - complaints policy
- ST JOHN'S GROUP HUG
 - supporting families in need
 - something practical and sustainable
 - meals, uniforms, support
 - suggestion is through funds (donations?) through P&F
 - project drawn up by the P&F
 - discretion is critical

- Goal in T2 start
- **CAPITAL WORKS BY CSBB**
 - roof repairs
 - trees inspected and trimmed
 - carpet and flooring in canteen and remaining classrooms
 - automatic gates
 - electronic sign renewed
 - folding wall in SJAN hall
 - safety fencing around the school to limit access to low visibility areas
- **OPEN MORNING**
 - preparing for 2025
 - expecting strong numbers (60 +20)
 - **important for siblings to enrol asap**

COMMITTEE REPORTS

- **Treasurer - Angela C**
- **Class Parent Coordinator**
 - Michelle F has stepped in this term to replace Natalie F.
 - Many thanks to Nat for all her hard work in the role over the past few years.
 - Bush dance report - Thanks Y4 families for fuelling it. Approx 90 families attended; 6-8pm worked well; hot night we sold most drinks; raised \$1800. See report for further details.
 - Family mass this Saturday 5pm
 - Bogan Bingo - Sat 23/3 Get your tickets! Tables of 8. Tickets \$25 pp. Fundraiser for UR Strong resources. Tables on sale now. Prizes sought for raffle.
- **Catholic Schools Parent Representative - Eileen O'Connor update**
 - First BBSCP meeting schedules for 19th March.
 - Fiona Dignan Principal of EO accepted invitation to attend SJAN T2 P&F meeting
 - Years 3-6
- **Canteen Coordinator**
 - Rosters are working well
- **Uniform Shop**
 - Busy start to 2024.
 - New storage system (boxes) purchased and now in use.
 - New school bags seem to be working well!
 - Summer/Winter swap over 20 March. Help needed!
 - Ongoing issues: fabric recycling (currently use H&M), unwanted old school bags - how to dispose of these? Suggestions?

6. UPCOMING P&F EVENTS

- Family mass this Saturday 5pm
- Bogan Bingo 23 March 2024 - fundraiser for UR Strong resources. Tables on sale now. Prizes sought for raffle.
- Mother's Day - 10 May, run by K/Y3.

7. OTHER BUSINESS

- Congratulations to our dynamic AP Stef Thom on receiving her HALT award and presentation from Danny Casey this term. (Stef gave the address at the NESAs HALT Recognition Ceremony at Parliament House in October last year!)
- Interactive web camera (Owl Labs) is coming to St John's! We look forward to streaming the next P&F zoom and other school meetings with it very soon!
- Michelle S - Woolworths \$1000 grant - bush tucker garden.
- Jaime K - Active Sports in Schools - grant

8. DATE OF NEXT MEETING

Term 2 29th May 2024 7pm

9. CLOSE MEETING

Close 7:37pm

Committee Name:	Class Parent Coordinator Report
Name of person completing report:	Michelle Fifita
Financial Info (if applicable)	See Treasurer's Report
Items of note since last report:	<p>Shrove Tuesday – thanks to our helpers! With Christine Dunk's help and coordination we made 200+ fresh pancakes in 2 hours! Thanks to Chantelle Lewis, Emily Shearer, Lauren Radford, Angela Cannavo and Anna Amorosi.</p> <p>Bushdance – See report attached.</p>
Upcoming Events:	<p>School Open Day is upcoming – 3 parent helpers lined up to register visitors and help with enquiries.</p> <p>Bogan Bingo - March 23. Capacity about 100 pax. Staff, parents and friends invited to come along. Tickets on QKR! \$25 pp. Fun night with games and funds raised extending the UR STRONG initiative for our students.</p> <p>Mothers Day – May 10. To be run by Kindy/Y3, Focus on getting Dads to do the event this year and let the Mums enjoy the event.</p>

Committee Name:	Uniform Shop
Name of person completing report:	Jo Woolford
Financial Info (if applicable)	
Items of note since last report:	<p>The uniform shop has been busy for the start of the new year. We have had a lot of donations come in and are struggling to store all the out of season items.</p> <p>We have purchased boxes from K-mart (cost \$91) to help sort and organise the current stock and make it easier for parents to find the sizes of shorts they need.</p> <p>We thankfully have not had any issues with the new school bags, and have made another order as students are replacing their old bags and stock was getting low.</p>
Follow up from previously raised items OR Upcoming events	<p>We will swap the summer/winter racks over on 20 March which is 3 weeks before the end of Term 1.</p> <p>Please let me know if anybody is available to help with this switch in stock</p>
Issues/Challenges	<p>We have taken a large amount of broken or unsellable items to H&M to their fabric collection point.</p> <p>We have a large amount of old-style second-hand school bags. I am proposing to keep 1-3 and throw the others away – I need to check but assume that all zippers etc work. Does anyone know of a charity etc that may want these items?</p>

Committee Name:	Canteen
Name of person completing report:	Shirley Rellis
Financial Info (if applicable)	
Items of note since last report:	Canteen is running well and the weekly roster is continuing to work very well, big thank you to Nat Fitzpatrick for all her help last year and a warm welcome to Michelle.
Follow up from previously raised items:	
Issues/Challenges	

Committee Name:	Broken Bay Diocese Parent
Name of person completing report:	Simone Magas
Financial Info (if applicable)	
Items of note since last report:	extended invitation to new EILEEN OCONNOR PRINCIPAL Fiona Dignan to attend our P&F meeting. She had confirmed she'll join us at our T2 meeting. We can hear more about the scope of the plans and ask her questions.
Follow up from previously raised items:	N/A
Issues/Challenges	

St John's Welcome Bushdance 2024

17th February 2024
6-8pm
School playground

Ducks on the Pond

Y4 volunteer event

\$15 per family entry donation to cover the band.

91 families contributed which is a good estimate of the turn out. It is likely that 250 - 300 people attended the event. This seems slightly fewer than in previous years, despite this the atmosphere was warm and fun filled. The weather was very hot and as such drinks sold well. Many groups set up picnics on the grass.

Set up started at 4pm and the event was wrapped up and playground clean by 9pm. Whilst it wasn't a fundraiser we raised nearly \$1800 (\$491 with the raffle)

Surplus items: Zooper doopers, juice boxes, water bottles and sausages stored in canteen until next event.

What worked well?

- Year 4 families responded to SIGN UP and helped enthusiastically on the night. Thank you!
- Tokens issued prior to the event made for short queues.
- Rolls were great quality and we supported a small local business. Surplus were bagged and handed out at the end of the event.
- Devitts sold us sausages and fresh cut onions at a very discounted rate which made for big margins. We purchased the \$60 meat tray which makes an impressive prize.
- Narraweena Fruit Market donated 2 x \$25 platters for raffle prizes.
- Using INSTAGRAM tiles, Thursday "What's Happening" for more detailed articles and emails through the class parent network to spread the word was quite easy.
- Serving from the canteen was convenient with BBQs located adjacent.
- Roped off play equipment was effective.
- P&F simplifying the event by taking charge of promotion, ordering, payment, publicity and getting volunteers via signup made it less complicated for Class Parents but did require more dedicated effort from the P&F committee



What could be improved next time?

- The short lead time in T1 meant we didn't have a lot of time to generate interest or spread awareness. Many people missed out on first round of food orders and we made assumptions about quantities. Food sales were open for 1 week. We cut off sales 4 days out and ordered supplies but reopened sales on the night. We assumed we'd need 400 sausages and only sold/ used approx 200. A longer lead time before the event would probably make it a better attended.
- Amelia ordered online and this could be made simpler by having order sent directly to SJAN.
- Storage of surplus frozen sausages (to be used for family masses) is a short term issue in canteen as the freezers are needed. 3 bags required freezing.
- Book Ducks in December and send 'SAVE THE DATE' to families in T4 if possible.
- Esky full of cold water bottles to be left near the band.
- Put a paper flyer in kid's bags to promote the event 2 weeks out and get kids aware of the bush dance. Their interest will prompt families to come along.

Breakdown

Stream	Total sales	Total cost	Profit
Food	\$1,428.50	\$628.30	\$800.20
Raffle	\$491.00	\$60.00	\$431.00
Entry donation for band	\$1,365.00	\$800.00	\$565.00
			\$1,796.20

Item	Quantity	Provider
Popper juice boxes	40	Coles
Lolly bags	105	Coles
Mini soft drinks	80	Coles
Sausages	200	Devitts
Onions	1kg	Devitts
Bread rolls	200	B5 Narraweena Cafe
Onions	1kg	Devitts

Water bottles	15	Coles
Zooper Doopers	77	Coles
Water	20	Coles
Gluten Free Bread	1 loaf	Coles