

# MEETING MINUTES

## MEETING INFORMATION

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**Meeting Title:** St Mary of the Cross - Monthly Parents & Friends Association Meeting

<b>Date:</b>	Wednesday 13 July 2016	<b>Location:</b>	SMOC Primary School
<b>Time:</b>	7.30pm		
<b>Chairperson:</b>	Rita Karagiannis		
<b>Minute Taker:</b>	Karen Wyer		

**Attendees:** Rita Karagiannis, Leon Colla, Karen Wyer, Lyndall Zaccaria, Jana Cronin, Angie Mravljak, Heather Daly,

**Apologies:** Emma Elliott, Rebecca McFarlane, Ollie Chilton, Michael Topolcsanyi

### 1. President's Report / Rita / 7.32pm - 7.33pm

Welcome to Term 3. Since last meeting six weeks ago we had the Bake & Make Sale which was our last big event. Well done to all involved and was well received

### 2. Principal's Report / Leon / 7.33pm - 7.45pm

Busy start to the term. We have been awarded \$1000 Stockland Grant and has been received. Leon advised there is a hub available for Grants. A membership is required to be a part of it but will guide you with what's available. There is a few weeks free trial available. Decided to go ahead and Leon will ask school community for assistance to start up a team.

Term 2 had the Leadership team handed in report with review completed. Currently working on recommendation from review board.

Started Prep Interviews this week and have 86 interviews with about 65-70 available positions to start.

Visible learning professional development plan is now completed

### **3. Treasurer's Report / Ollie / 7.45pm**

Ollie absent and report will follow later

### **4. Board of Management Update/Leon / 7.45pm - 7.52pm**

Two years ago there was an enquiry on child abuse in institutions. Government came out with child safe requirements and need to be in place by 1 August. The BOM are currently working on this and three other policies.

Posters regarding Child Safe will be going up soon around the school

### **5. Feedback on recent events or fundraisers /7.52pm - 8.14pm**

#### a. Bake & Make Sale

Sold out and amazing contributions from families. Made just over \$800. Will do again next year. Pricing was great. Need to investigate other options for storage to be mindful of those with allergies in close proximity. Rita received a request from students doing an inquiry at school to purchase three lemon trees from the money raised. All agreed to purchase and Leon will arrange. Angie questioned if the school were going to participate in Tree Planting Day. Angie will forward information to Leon

#### b. Subway Lunch

Heather advised we had 218 orders receiving \$1186 and we made 10% being \$110 has been banked. Counting money was the biggest time consuming thing to be done. Receiving orders from Subway was organised and ran smoothly. Leon advised the Canteen committee are currently looking at business side and will implement the App and start trialing it for other events prior.

#### c. Colour In Night

Five people attended the first one and it was a nice night. Sat around chatting and colouring in. Will arrange another night for Tuesday 19 July.

#### d. Stay & Play

Last one went well and will arrange another one on 9 September

**ACTION ITEMS:**      ***Lemon Trees (3) to be purchased - Leon***  
                                 ***Tree planting day information- Angie***

### **6. Action Items from Previous Meeting/ 8.14pm - 8.20pm**

#### a. Treasurer role

Put a request in P & F newsletter and also school newsfeed.

#### b. Wine Tasting

Winery happy to donate bottles for events. Will look into again end of Term 3 for a possible event Term 4.

#### c. Whiskey Tasting

Can book in on Friday nights for 10-15 people at \$10 per head. Place in Essendon Fields. Leon confirmed to use Parish Bus for the night. Will offer to put name down and pay at Trivia Night for an event in November. Jana & John to arrange.

d. UV/ Sunscreen info night

Postpone due to Karen C absence

e. App for Canteen

Leon confirmed will go ahead and will fastrack

f. Rebel sport VIP

Postpone due to Amanda's absence. Rita will also check with Amanda to see if all documents received from Leon.

**ACTION ITEMS:**      ***Treasurer role advertised in both newsletters - Leon/Karen  
UV/Sunscreen Info Night - Karen C  
Rebel Sport VIP - Amanda***

**7.      Upcoming Fundraisers and events / 8.20pm - 8.46pm**

a. Fun Run kick off

Rita advised first meeting will be held next Friday with Leon, Georgina, and Susan

b. Bad Moms movie

Notes when home this week and posters up. Deposit paid at Sun Theatre for \$900.

Rita to contact Sun Theatre to organise how parents get their pre-paid drink, how we order them and if we get cinema tickets to issue.

c. Personal Training

First one this Thursday night. Hopefully get about 6-8 people. \$10 per head and Kerry requires \$40 payment. If money over can leave if a week there is under 4 people. If over money can be used to purchase sport equipment for school.

d. Family Movie Night

Discussed and decided to cancel for this year. Will look at it again for next year and to be done differently (perhaps junior and senior nights)

e. Seedling drive

Look at this again next meeting. Rita to check if we can also order flowers and fruits.

f. Closet cleanout

Looking at getting wheelie bins instead of bags. Discussed and decided to proceed with bags and get bins later.

g. Entertainment Book

They have a promotion at the moment and have provided an email. Discussed to send out email to families.

h. Trivia Night

Starting preparations and will have first meeting this Friday. Leon to provide letters of authority for team to ask business for donations.

**8. Other business / 8.46pm - 8.56pm**

a. Coffee club

Due to low attendance decided to cancel and start up again Term 1 2017.

b. Diana Ferrari

Lyndall confirmed they will provide posters and will require a deposit soon

c. P & F Newsletter

Discussed items to be put into next issue.

d. Garden Shed

Discussed this was the plan from Hot Cross Bun and Easter Raffle earlier in the year. Leon advised will need approximately \$900. Discussed and confirmed to proceed.

***ACTION ITEMS:      Garden Shed to be arranged - Leon***

**9. Meeting Closed / Rita / 8.56pm**

Next meeting 3 August 2016