

Meeting Minutes

Meeting Title	St Mary of the Cross - Monthly Parents & Friends Meeting
Date	15 February 2017
Time	7.30pm
Location	St Mary of the Cross Primary School
Chairperson	Karen Curson
Minute Taker	Karen Wyer

Apologies	Rita Karagiannis, Rebecca McFarlane, Kerry Mazur
Attendees	Karen Curson, Karen Wyer, Leon Colla, Jessica Stewart, Kym Haley, Angie Mravljak, Lyndall Zaccaria, Julie Recupero, Ollie Chilton, Jana Cronin, Christine Beard, Heather Daly, Veronica Damian

1. Open / 7.34pm Karen Curson	Opened meeting and welcome to first one for the year. All in attendance introduced ourselves. Closed off 2016 with Pizza lunch and Year Books. End of last year did a plan of events for 2017 which will be flexible and open for other ideas. The School Fee Raffle is our first big one for the year.
Action Items	None

2.Treasurer's Report / 7.37pm / Karen Curson	Discussed attached report. No payment received from That's Mine labels - Lyndall to follow up Money for proposed shade sail still to come out. Leon lead a discussion on location for shade sail. They have periodically checked over areas of play. 15 kids on playground equipment, 8-10 in sandpit, 30 on grass, lots on new grass and 12 on basketball court. Questioned to look at other areas - over table and chair area, next to learning space and put down artificial turf. Discussed all options and Leon will get quotes.
Action Items	Lyndall - That's Mine follow up Leon - Quotes on other areas for shade sails

3. Principal's Report / 7.48pm / Leon Colla	Discussed now have 351 total students and are now a mid range school. Children have settled in well. A new induction program led by Brendan for new staff and new students. There has been 45 new students (not including Preps).
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	<p>Theme for 2017 is Remember we are but travellers here</p> <p>As its SMOC's 5th year there will be celebration this year. Mary MacKillop garden, new artwork for the foyer, Aussie Camino 230km walk from Portland to Penola over 7 days, some teacher to attend Mary MacKillop centre in Sydney and also in Melbourne.</p> <p>Testing program underway</p> <p>New grass area complete costing \$30k</p> <p>Open School Mass last week had low attendance due to very hot weather conditions.</p> <p>Two closure days for Australian Curriculum and Google educator.</p> <p>Canteen is having final inspections with a few alterations needed and hopefull be opening near end of Term One.</p> <p>Official Opening of Stage 2 to be arranged</p> <p>Stage 3 is getting approval to start next year.</p> <p>Two new LSO starting</p> <p>School Audit for 2016 happening</p> <p>Working Bee proposed for 4 March and requesting P & F to arrange morning tea</p> <p>Shipping container and shelving will be used to store music equipment</p> <p>Ollie questioned to oval across the road if it is still being built. Leon to follow up with council or developers</p> <p>Kym questioned swimming pools. Leon is contacting Saltwater to be able use their pool and perhaps from grade 3 or 4.</p>
Action Items	<p>Working Bee - Parents & Friends to arrange morning tea and will need volunteers to assist with this</p> <p>Leon - follow up with council or developer the proposed oval across the road</p>

4. Upcoming Fundraisers and events	
a. Stay and Play/ Jana	This Friday 17 February. Jana will arrange apples and grapes. If wet board games inside senior area.
Action Items	Jana to arrange fruit
b. Sunscreen Info Night / Karen C	Date is booked for Tuesday 21 February at 7pm. Karent to arrange a small information summary on the night and P & F to provide light refreshments. As an RSVP is required, Leon will arrange a google invite to go out on Friday
Action Items	<p>Karen C - information summary on the night and give to Leon</p> <p>Karen C - arrange light refreshments on the night</p> <p>Leon - google invite to go out Friday 17 February</p>
c. Coffe Club / Jana	Small turnup last Friday. Jana requested it be announced after morning prayer on Friday.
Action Items	Leon - announcement after Prayer on Friday

d. 2017 School Fee Raffle / Karen C	Tickets have been printed and ready to be sent home to families Leon to arrange a cover letter to be attached and will also need envelopes printed. The tickets will need to be stapled to cover letter too.
Action Items	Leon - cover letter for tickets by Friday Lyndall and any other volunteers - staple letter to tickets on Friday and put in envelopes (can be done if ready at Coffee Club or Stay and Play) Monday - envelopes with letter and tickets sent home to families Volunteers required to monitor return of tickets and money (2 at a time daily preferred)
e. Wine & Cheese Night	Date is now Thursday 2 March. Discussed changing the name to Welcome Night and will still supply wine & cheese (therefore still no children permitted) Jana to update invite and posters. Decided on no mention of gold coin, but can put a donation tin out on the night. Leon will provide stickets to put our names on. As many P & F parents attend to help welcome new families. Rita as current President to do a welcome speach Ollie to purchase wine Angie to arrange 2 platters from Coles Invite to go out on Monday
Action Items	Jana - invite and posters to go out on Monday Ollie to purchase wines Angie to arrange 2 platters
f. Prep Welcome BBQ	Date is now Tuesday 7 March. P & F to arrange fruit on the night - watermelon slices. Possible helpers - Karen W, Jana, Karen C, Veronica and Lyndall (to be confirmed) As many P & F parents to help welcome new Prep families to the school. School is providing BBQ sausage sizzle. Jana to update information flyer. Can be then emailed out to families and some posters up in area.
Action Items	Jana to update flyer/poster and also send a copy to Prep teachers to send out to families P & F parents to attend to welcome and help cut up watermelon.
g. Fun Run / Leon	Date is set for Sunday 26 March Leon has met with Susan over the holidays. Advertising posters are ready and will be given to all school in Point Cook. Discussed putting in local sporting clubs and businesses. Also discussed having Real Estate Boards promoting the Fun Run. Tomato timing doing all bibs, timings and entry online. Sausage sizzle and drinks still to be arranged and will keep it simple. Next meeting need to discuss and plan having BBQ helpers and marshalls. Kerry Mazur has offered Stay & Train after school and a warm up on the day. Three Fridays have been tentatively booked - 10, 17 & 24 March
Action Items	Leon - to arrange distribution of posters Next meeting - discuss voluteers for BBQ and marshalls on the day

5. Other Business / 8.44pm	
a. Small Ideas Book /Karen W	Discussed comparisons to Entertainment Book. Viewed the Chanel 7 video review and interview. Decided to proceed with Entertainment Books for now. The small ideas is calendar year so will review again in October as another option for 2018.
Action Items	Review Small Ideas book in October for 2018
b. Rebel Sport / Karen W	Amanda set us up with Rebel Sport last year. We have received a statement but unsure what we need to do to claim any rebates. Ollie volunteered to call and follow up with Rebel
Action Items	Ollie - follow up with Rebel what is required to claim rebate
c. Embroided names on hats / Heather	Heather questioned possibility of arranging kids names be embroidered on outside of hats. As kids wear them out of school on excursions for child safety reasons it would not proceed.
Action Items	None
d. 2nd Hand uniform stall/ Heather	Discussed options and possibilities for hosting a 2nd hand uniform stall. Leon is happy to meet to discuss with anyone interested in organising. Heather and possibly Allison will arrange meeting and is open for anyone else interested.
Action Items	Heather & Allison to arrange meeting with Leon to discuss 2nd hand uniform stall.

6. Meeting Closed / 9.01pm	Closed by Karen Curson
	Next Meeting Wednesday 14 March - AGM