

Meeting Minutes

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| Meeting Title | St Mary of the Cross - Monthly Parents & Friends Meeting |
| Date | 8 March 2017 |
| Time | 7.30pm |
| Location | St Mary of the Cross Primary School |
| Chairperson | Rita Karagiannis |
| Minute Taker | Karen Wyer |

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| Apologies | Jana Cronin, Julie Recupero, Linda Gallacher, Ollie Chilton |
| Attendees | Rita Karagiannis, Karen Curson, Karen Wyer, Leon Colla, Jessica Stewart, Angie Mravljak, Lyndall Zaccaria, Christine Beard, Heather Daly, Ali Sungkan, Rebecca McFarlane |

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| 1. Open / 7.33pm Rita Karagiannis | Opened meeting. Thank everyone for assisting in recent events and to Karen Curson for chairing the last meeting. |
| Action Items | None |

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| 2.Treasurer's Report / 7.35pm / Karen Curson | Discussed attached report. Also been a change with the P & F now being audited. All paperwork to be given to Leon each month and then to pass onto Kirsty. Purchase orders now required and to be approved by treasurer and Kirsty prior as per notes on report |
| Action Items | None |

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| 3. Principal's Report / 7.43pm / Leon Colla | Very successful working bee with close to 70 families attending. Lots of work done and kids were noticing the changes on Monday. Students helped Gina in the kitchen on the day to make morning tea. Come and see the school if you have left behind tools on the day. Container has been delivered to store large music equipment. Enrolment for 2018 Prep opens next Tuesday. Kate has resigned and will be morning interstate and will finish up at the end of term. Maria L will move to the office and also a new person assisting her will be Karen Wyer. Will therefore need a new LSO to start to replace Maria L. |
| Action Items | None |

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| 4. Upcoming Fundraisers and events | |
| a. That's Mine Labels/ Lyndall | Cheque has been received and banked. Karen C to confirm banking details so they can use instead of sending a cheque. |
| Action Items | Karen C to confirm banking details to That's Mine Labels |
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| b. Quotes for shade sail / Leon | Leon provided quotes for perusal and the meeting looked on location where quotes have been received for shade sails. School will obtain another 2 quotes. School will proceed with shade sail over blue table and chairs. PFA were all in agreeance at the meeting to proceed with 2-3 outside learning space as per quote. |
| Action Items | Leon to obtain more quotes for shade sails |
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| c. Council / Developer proposed oval / Leon | Council could not confirm what will be built or when. There is a possibility that a Senior school (10-12) could be built there |
| Action Items | None |
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| d. Rebel Sport / Ollie | Ollie had confirmed prior to meeting that there is store credit for us to use. Leon to advise Michael. Karen W to provide copy of credit voucher |
| Action Items | Karen W to provide credit voucher to Leon |
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| e. Second hand uniform / Heather | Heather and Allison have met with Leon. Have decided the best option is for the P & F to purchase the uniforms. They will be categorised for example - Excellent; Good; Fair. A description will need to be written up to be clear what makes a uniform one of these. The P & F would add 10% and that would be the price it would be sold for. Need to work out where to store and when to open. Also be responsible for Lost Property. Named back to homeroom. No name, laundered to sell. Hats will be included if laundered. Would need a float to start with a proposal of \$500 from P & F to set up. Documentation and conditions to be sent out to families to be clear. Hopefully happen closer to end of term. Karen C will find out how to get the float money in low denominations |
| Action Items | Heather/ Allison to document proposal Karen C float money |
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| 5a. Update on Stay and Play / Jana | Rebecca confirmed on behalf of Jana that it went well and had a good turnout |

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| Action Items | None |
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| b Update on Sunscreen Info Night/ Karen C | Information Night went well and very informative. Karen C will look into other workshops and information nights |
| Action Items | Karen C to look into other workshops and information nights |
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| c. Update on Coffe Club / Jana | Still low number. Proceed as no work involved |
| Action Items | None |
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| d. Update on 2017 School Fee Raffle / Karen C, Allison | Going well with response. A Big Thank You to Allison for processing all the return raffle tickets and money. Drawn on Friday 10 March |
| Action Items | None |
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| e. Update on PFA Welcome Night/ Karen W | Welcome Night went well. Low attendance. There were a few things on, dates being changed. A few people had thought it was the Prep Welcome Night. Discussed options and decided to proceed again next year, call it Wine & Cheese Night again and on a Friday night. |
| Action Items | None |
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| f. Update on Prep Family BBQ / Karen W | Veronica and Michelle Goddard assisting with the purchasing and cutting up of watermelon for the night. Leon confirmed a small crowd and now have lots of sausages left over in the freezer. |
| Action Items | None |
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| g. Hot Cross Buns / Allison | Orders coming and and going well. Allison processing them all. She will require help and will put a call out for delivery |
| Action Items | Allison will require help for delivery |
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| h. Entertainment Books / Karen W | Launch will happen soon and order forms to be sent home with eldest child this week |
| Action Items | None |

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| i. 2017 Fun run / Leon | Decided to postpone until 15 October. Need a lot more help to make it successful. Changing name to Saltwater Coast Fun Run and it will have its own website. Looking for a patron athlete to put their name to it and be in advertising material. Will need at least 6-7 people helping leading up to event About 20-30 on the day. Looking for new faces to get involved in this event. Next meeting 27 April |
| Action Items | None |
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| j. Disco 26 May | DJ has been booked for 2 sessions. Junior, Prep-2 at 5pm - 6pm and Senior 3-6 at 6.30pm - 8pm. No parents, siblings etc. Only parent supervisors on the night. Rita will be the lead and Jessica and Heather to assist |
| Action Items | None |
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| K. Bake Sale June 26 | Karen C and Angie will lead this event |
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| I. Year Book 2017 / Rebecca | Rebecca will proceed again this year. Leon to set up a drive for her and request better photos. Drop box only and to send via Leon. Leon will confirm if Year Book is being charged per student or per family |
| Action Items | Leon to arrange drop box and drive for Rebecca Leon to confirm year book per student or family |
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| m. Stockland Community Grant / Leon | Leon will follow up |
| Action Items | Leon to follow up |
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| n. St Patricks Day | Karen C will order 400 green apples and Lyndall and Rebecca assist in collection on the day |
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| 6. AGM / Leon | Leon thanked all of the P & F and the office bearers for the past year for involvement and contribution. Declared all positions vacant. President is currently vacant Vice President - Jana Cronin Treasurer is currently vacant |

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| | <p>Secretary - Lyndall Zaccaria</p> <p>Karen Curson confirmed would be happy to do either vacant role. There may be others they may want to nominate so the position are left open.</p> |
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| 7. Meeting Closed / Rita | Closed 9.13pm |
| | Next Meeting Wednesday 19 April |