

**St Mary of the Cross Primary School Point Cook
Parents & Friends Association**

Meeting held 4 February 2015 at 7.30pm at St Mary of the Cross Primary School

Minutes

1. Commenced 7.32pm Maria

2. Attendance & Apologies

Attendance

- ✓ Leon Colla
- ✓ Maria Peterson - President
- Karen Wyer - Secretary
- Ollie Chilton - Treasurer
- Lyndall Zaccaria
- Michael Topolcsanyi
- Angie Mravljak Bowden
- Clare Griffiths
- Esmeralda Nistor
- Belinda Wighton
- Karen Curson
- Ricky How
- Claire How
- Paige Moore
- Devi Priya
- Shannon Dorahy
- Harshasn Singh
- Elena Atallah
- Irene Chang

Apologies

- Rita Karagiannis - Vice President
- Annick Ong Seng
- Linda Gallacher
- Nancy McIntosh

3. Presidents Report 7.32pm - 7.52pm

Maria

The Parents & Friends Association has a core quorum and offspring of other groups; community, social & fundraising. Early last year was working out our focus and goals for the P & F and the structure. We'll be a lot larger this year with more families at the school.

Introduction of everyone in the room (name, about themselves/child and what they are wanting to achieve being a part of the P & F)

Leon discussed the school providing an environment to feel welcome and being able to help out at school. There are plans for another school to be built nearby but nothing is in the budget to go ahead yet. Our school building has another 2-3 buildings to be built and lots of development. There is a small maintenance committee if anyone would like to be involved in (please contact the P & F - pfa@smocptcook.catholic.edu.au)

Everyone is welcome to stay after drop off in the cafe for a tea/coffee.

Maria advised Agendas are usually sent out prior to meetings.

First AGM for P & F will be held on Wednesday 4th March at 7.30pm

Events from last year were a huge success - Trivia Night, Pizza lunch, St Mary Mackillop Feast Day, Family Movie Night, School Disco. All events (apart from Feast Day) held at the school. Events were held to have fun and then raise money. The P & F were then able to purchase items for the school from funds raised.

The P & F guidelines to be circulated.

The P & F meet on a monthly basis, first Wednesday of the month. If that date falls in school holidays then the first Wednesday in the following term.

ACTION ITEMS:

Maria to arrange distribution of P & F guidelines

4. Principals Report 7.52pm - 8.15pm

Leon

Everyone has settled in well. Having a welcoming environment seems to make it all easier for kids to settle.

Literacy testing has started and will test again at the end of the year.

Preps to be tested soon once they have settled in.

Teachers started back on the Tuesday. Wednesday was a luncheon with the all teaching staff in the Parish (170) representing 2500 students and met Fr John Healy.

Focusing on Social Justice. Last year students used own pocket money to buy a gift at Christmas. The gifts (120) were then given to refugees in Flemington.

Start of next week will be catch up interviews of 10 minute meetings. Parents to tell the teacher about their child.

Building project starts mid to late March. \$2.5 mil budget and currently over by \$300k.

Meeting for 2016 Preps in the Parish on 24 February at 7pm.

Beginning of school Mass and sausage sizzle to be held on Thursday 12 February. Require helpers from P & F for BBQ sausage sizzle.

Currently working with Tech staff to issue all families with SMOC email to enable the school to communicate easier and quicker with parents. Keeping it simple and keeping parents informed. It would be a google account and tech staff working on being able to get it forwarded to your choice of personal email from there.

Do not currently have a LOTE teacher employed and are still looking for one.

Have employed 4 new teaching staff in total.

Classes are made up as follows - 6 x Prep/One; 3 x Two/Three; 1 x Four/Five/Six. Aim is to keep class size smaller.

Question was raised about Drop off & Pick Up zone. Leon advised it is always a huge topic of discussion at all schools and trying to develop a system that works. Discussed options to make it easier and with roads in area eventually opening up to give other options. Discussed the flow of the drop off/pick up zone reversing entry point. Invited families to keep asking and discussing to try and improve the system.

ACTION ITEMS:

Volunteers required to assist with BBQ on Thursday 12 February following Mass. Please email pfa@smocptcook.catholic.edu.au if you can assist

5. Treasurer Report 8.15pm - 8.20pm

Ollie

* See attached report

Advised had a good start last year with funds being raised. Discussed that payments from labels (thatsmine.com.au) to be paid quarterly but not expecting much as labels aren't expensive to be earning profit from.

6. Social/Fundraising Report 8.20pm 8.50pm

Karen W

Discussed planning events for the year.

Term One -

Selling of icy poles to students at lunch time for 50cents. 2 volunteers required with WWC each Friday lunch time at 1.30pm for about 10-15 minutes.

Roster to be put up on SMOC cafe and information to go out in newsletter. Lyndall & Karen Curson volunteered for Friday 6 February (email pfa@smocptcook.catholic.edu.au if you can assist or write your name on the roster in the SMOC cafe)

St Patricks Day 17 March. Students to dress in something green and bring a gold coin donation to school. Free green jelly to be offered to students (form to go home for parents to sign and acknowledge). Belinda Wighton & Ollie volunteered to make jelly the day before on Monday 16 March. Volunteers required to hand out jelly on Tuesday 17 March.

Easter Raffle. Donations required from families of Easter chocolates and baskets to make up hampers. Raffle tickets to go home to each family to sell the tickets. Tickets to be returned to school and Raffle drawn in last week of Term before Easter. An Easter hamper to be also donated to St Johns Soup Kitchen. Volunteers required to prepare raffle tickets, make hampers and collect raffle tickets & money.

Term Two proposed events

Family Movie Night (22 May Proposed date)

Last Friday of Term lunch

Term Three proposed events

School Disco (July/ August)

Last Friday of Term lunch

Term Four proposed events

Trivia Night (17 October Proposed date)

Last Friday of Term lunch

Other events to be considered - Book Week, Mother Day, Fathers Day, Grandparents Day, Bunnings BBQ, Yearbook, Entertainment Book, End of Year celebrations (graduation/mass/carols), Art shows, Music concerts.

Leon advised Michael is currently working on arranging a Sports Day (twilight) for Term Four.

Discussed Fetes & Family Fun Days and other large events. Need to consider when other schools in areas are holding their similar events and the time of year for weather. When we are a larger school to be able to host carnivals/fetes etc.. Discussed having Open Days and also in twilight hours to show off the school and what it offers.

Discussed interschool sports carnivals with other school in the Parish.

ACTION ITEMS:

Leon to share calendar of events with Karen Wyer to book in other dates

Karen Wyer to create a roster for selling of Icy Poles during Term One every Friday.

Advise families in newsletter that Icy Poles will be sold every Friday at lunch

Advise families in newsletter regarding St Patricks day with permission for green jelly

Green jelly to be made - Belinda Wighton & Ollie Chilton

Volunteers required to distribute green jelly on 17 March

Leon to send information out to families regarding Working With Children Check

7. Other business 8.50pm - 8.55pm

Discussed school banking with CDF (Catholic Development Fund <http://www.melbcdf.org.au/>)

Leon to send out expressions of interest to families. The aim is to encourage students to save. This would require at least 2 volunteers to collate banking on a weekly basis (please email pfa@smocptcook.catholic.edu.au if you are interested in volunteering

Discussed iPad use for 2015. Leon advised they are currently having training to have structured learning for this year.

8. Meeting closed 8.55pm

Maria

Next meeting Wednesday 12 March at 7.30pm (AGM)