

# MEETING MINUTES

## MEETING INFORMATION

---

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

<b>Date:</b>	Wednesday 6 May 2015	<b>Location:</b>	SMOC Primary School
<b>Time:</b>	7:30pm		
<b>Chairperson:</b>	Rita Karagiannis		
<b>Minute Taker:</b>	Karen Wyer		

**Attendees:** Leon Colla, Rita Karagiannis, Karen Wyer, Maria Peterson, Rebecca MacFarlane, Karen Curson, Lyndall Zaccaria, Fr John Healy, Rebeca Lopez, Clare Griffiths

**Apologies:** Michael Topolcsanyi, Angie Mravljak Bowden,

**1. Open and Welcome / Rita Karagiannis / 7.35pm**

**2. President's Report / Rita / 7.35pm**

Nothing to report.

**3. Principal's Report / Leon / 7.35 - 7.47pm**

See attached report.

\*other notes

Reconciliation ceremony was led by the students on Tuesday night and all went well.

Have ordered a Gallipoli pine for our ANZAC garden for next year.

Proposal for funds from landscaping small oval from P & F for \$4,000. Discussed and will donate \$3,000 towards project and will reassess after Family Movie if P & F can donate more.

**4. Treasurer's Report / Rita in Ollie's Absence / 7.47pm - 7.51pm**

See attached report.

**5. Update on Board of Management Meeting / Leon / 7.51pm - 7.55pm**

Major project for VRQA (Victorian Registration Qualifications Authority) who accept and register schools, was that policies were required to be written. Anaphylaxis and Asthma and a few more have been written. VQRA check up on the policies to make sure current and up to date with current law. Currently working on with Tim Whitmore the communications and technology (App for Parents) Working on an information program for parents that will show how learning is happening in the school.

**6. Action Items from Previous Meeting / Rita K / 7.55pm - 8.11pm**

1. Point Cook Pet Store Fundraising BBQ Enquiry - Lyndall

Supply BBQ, bottle etc.. They would also run a petting zoo and colour in competitions inside. Lyndall will follow up with more information

2. Point Cook Grill'd Fundraising Enquiry - Karen W

Applied on-line and on wait list to hear back if we are successful.

3. Raising Bunnings assistance to Maintenance Committee - Leon

Leon has written to Bunnings and waiting on reply.

4. SMOC Community database letter - Rita

Mark has drafted letter and is currently with Kirsty to distribute to families.

5. P & F core committee photo on website - Rita

Was planning tonight but Ollie couldn't make it so will reschedule if individual or group photo.

**ACTION ITEMS:**

**Lyndall to follow up with Pet Store BBQ**

**SMOC Community Database letter distributed**

**P & F core committee photo**

**7. Update on current or upcoming events/fundraisers / 8.11pm-8.54pm**

a. Entertainment Book & EB launch - Karen W / Lyndall

Sold about 14 book with just over \$180 profit made. Unsure what we'd raised last year in total to compare.

The EB launch was worth going for the chance to win some good prizes, unfortunately we didn't win any prizes (\$100 The Strand Voucher, \$100 Crown, Family passes to SeaLife etc..) We did get some vouchers for a restaurant for \$20 (5 in total) so we can use them to raffle on the Movie Night.

b. Family Movie Night - Lyndall/Karen C

Flyers went home with families last week. Will go through all the returns on Friday. Will arrange email reminders to be sent out via Kirsty. When they email out to confirm received your payment they will ask if you can help on the night. Thursday kids & teachers will pack up and clear space. Friday afternoon can come in and set up. Leon to arrange the movies on iTunes. Need to indicate that the Museum movie is being aimed at Seniors as it will be shown in the smaller green drama room.

c. School Bake Sale

Karen C enquired with the council about food handling and we just need to register what we are doing. It is considered a low risk as parents baking and selling back to families. No fridge required baked good (ie cream)

Fr Ian suggested having a bake sale at the Church after Mass on Sunday. Host it later in Spring to have trestle tables outside. Karen C to follow up Hobsans Bay council.

d. Biggest Morning Tea - Rebeca Lopez

Proposing to bring a share plate and set up in cafe with combination of savoury & sweet items. Proposed to have slide show and share stories but was discussed this might bring the morning quite low. Decided to keep the morning focusing on fundraising. Still in early stages of planning. Requested to put a note on the unofficial facebook page to 'save the date' more information coming. When emailing out to families to ensure to invite Preps 2016 families. Proposing to start around 9.30am. Unsure of students involvement at this stage.

e. End of Term 2 Lunch - Hot Dogs

Rita confirmed to take the lead. Proposed dates Wednesday 24th June or Friday 19th June. Matilda to advise if either dates a preference for lending pots and hot plates for event.

f. Term 3 Living Fundraising - Seedlings & Clothing - Rita

Seedlings are \$6 per packet and we make \$4 per packet. We need to order and return full boxes of 12. We can do mixed sets - Flower/Fruit or Herb/Vegetable. Clothing clean out proposed to do later in the year.

**8. Finalisation of Guiding Manual / Rita / 8.54pm - 8.55pm**

Leon will have Brendan provide the updated version

**9. Other business / 8.55pm - 9.11pm**

a. Rushfords

Rebecca advised Rushfords have lack of stock for winter uniform. Leon has a meeting with them and will follow this up. Rebecca to email Leon with all the details.

Maria questioned about only being able to buy through Rushfords. Leon advised that previous schools he has worked in has set up their own uniform shop at school. The school will usually advise when the winter uniform is required to be worn. We've had a lot of warm weather still.

b. Newsletters

Leon advised that the school is moving to updates rather than newsletters in readiness for the App being launched. The App is rolling out to about 400 schools so it will take time

c. Usage of iPads

Rita questioned to the use of iPads for school use has deteriorated in Grade Two from Prep/One. Rebeca advised that a lot of the Apps are targeted to engage Prep/Ones.

d. Denise last day

Maria questioned what is being arranged for Denise last day as there a lot of parents that would like to be involved in thanking her. Leon confirmed she is flying home on 8th August and will keep the P & F informed of arrangements.

e. Vivian replacement

Leon confirmed they are looking at replacing Vivian and have a recommendation of a teacher that they will meet up with soon.

**10. Meeting Closed / Rita / 9.11pm**

Next Meeting 3rd June 2014