## Meeting Minutes

**Date: 10 August 2018 Venue:** MCPS Community Centre

**Chair:** Michelle Hall (MiH)

**Minute Taker:** Leah Rheinberger (LR)

|  |
| --- |
| 1.Welcome – MiHOpening Prayer – MiH |
| 2. **Attendees:**  Executive – Michelle Hall (MiH), Leah Rheinberger (LR), Michelle Pellicione (MP), Office Bearers – Leonie Jones (LJ), Tina Stevens-Galipo (TSG), Marina Hayward (MaH), Kate Godwin-Johnston (KG),General Members –Kylie Galipo (KG), Deborah Horton (DH)Other attendees – Toni Kalat (TK), Nik Hofmeester (NH), Nicole Woodhouse (NW), Brooke Velterop, Lucy De Aguiar, Marie-Anne Davey, Louise McEntee, Megan Rank, Kelly Hulme**Apologies:** Father Joe, Linda Corlett (LC), Vanessa Martins (VM), Rebecca Exham (RE), Alissa Fazio (AF), Helen Kruh (HK), |
| 3. Previous Minutes Accepted by: LJ Seconded by: KJ |

| **Ref** | **ISSUE** | **DISCUSSION** | **ACTION** | **By Whom/When** |
| --- | --- | --- | --- | --- |
| **4. Business Arising from previous minutes – Action Report** |
| 4.1 | Action Report |  |  |  |
| **5. Standing Items - Committee Reports**  |
| 5.1 | President | * Thanks to the school and Parish for their efforts for the First Holy Communion
* Thanks for Wellness Week initiative
* CyberSafety talk next week is much anticipated
* Reminder about good meeting protocol
 |  |  |
| 5.2 | Principal  | * Good to see a great turn out at the first day P&F Meeting
* Holy Communion is going well, thanks to the Staff for their time and efforts
* Assumption of Feast – whole school mass next Wednesday
* Optus Oval – long bomb competition on Sunday – good luck
* Tag – Mater Christi was second overall and are into the State Finals – well done!
* Wellness Week next week
* Positive feedback from Year 5 parents on Keeping Safe Curriculum.
* We have no extended the Family Life Talks to include Year 5. In In October, next term, there will be a parent session followed by the student sessions a week later
* Paul Litherland – presenting next week on Cyber Safety – for all parents and Years 5 & 6 students.
* Catholic Day – August 20th – Pupil Free Day

 |  |  |
| 5.3 | Treasurer  | * Bank balance - $30,019.13
* Outgoing: Good Cup Café, Canteen, Afternoon on the Green
* Incoming: Good Cup café

 |  |  |
| 5.4 | P&F Representative to the School Board | * Master Plan – work in progressing
 |  |  |
| 5.5 | Class Representative Coordinator | * Email were sent to class reps about:
	+ Good Cup café
	+ Afternoon on the Green volunteers
	+ P&F Friday meeting
	+ Year 5 camp fundraiser (Year 5 parents only)
 |  |  |
| 5.6 | Parish Representative | * Plenary Council – plans are being developed to engage the community, information will be coming out in the next few weeks
* Safe Guarding – workshop to be held at Mater Christi run by Andrea Musulin
* Friday 7 Sept inaugural teenagers workshop – for parents of teenagers
* Reconciliation workshop bookings are still open.
* Commitment masses will be held on 15/09 and 16/09
 |  |  |
| 5.7 | PFFWA Report | * No meeting since the last P&F meeting
* The name change has been agreed, still waiting for formal sign off.
 |  |  |
| 5.8 | Sunsmart Representative | * Membership is valid until 2020
* Stocktake of sunscreen in preparation for spring
* Shade competition – yes, please enter
* Meet with TK re: Sunsmart Policy
* New poster is coming
* We could purchase a UV demonstrator kit that shows sun damage
* Organise a slip/slop/slap person for the athletics carnivals
 | 1. Meet with TK re: Sunsmart Policy
2. Organise a slip/slop/slap person for the athletics carnivals
 | KGJ (11/09/18)KGJ (11/09/18) |
| 5.9 | News & Info Coordinator | * Vanessa Martin resigned her role
* Kylie Galipo has offered to take on this role – thanks Kylie!
* Role to work with Michelle Hall to ensure the P&F has some news in the weekly school newsletter
 |  |  |
| 5.10 | Food Coordinator | * Nothing to report
 |  |  |
| 5.11 | Community Appreciation Officer | * Nothing to report
 |  |  |
| **6. Correspondence** |
| 6.1 | Cancer Council letter | * Handed letter and information to Kate Godwin, and Healthy Eating newsletter to TK
 |  |  |
| **7.0 General Business** |
| 7.1 | Father’s Day Breakfast – update | * Food is organised
* Need volunteers for the roster, especially with clean up
 |  |  |
| 7.2 | Afternoon on the Green – update  | * Activities are booked
* Many Dads have volunteered for the dunk tank
* Photography competition was the teachers preferred option
 |  |  |
| 7.3 | Fathering Project - update | * Beer and Pizza Dad’s catch up will be on 29th August
* Will be advertised in the school newsletter and sent home with students
* P&F approve pay payment for Beer and Pizza
 |  |  |
| 7.4 | Charity/Goodwill initiatives | * Sleeping Bag drive well underway
* NSW Farmers drought – suggestion for end of term Gold coin donation free dress day to raise money for the farmers?
* The school is happy to match money raised by the children
* They need supplies – bottled water, VISA vouchers
* Donation tins in the shape of a hay bale to help fund hay runs – may be a good idea at Father’s Day Breakfast
 |  |  |
| **8.0 Other Business** |
| 8.1 | P&F Constitution | * Key proposed changes to the constitution were briefly discussed, it will be sent to the school community for review. A vote will be held at the next P&F meeting
 |  |  |
| 8.2 | Nature Play Ground | * Kelly H raised the idea of a nature play area at school
* TK – the school is looking at options to build a nature play type area as well as improving the school playground areas via the Master Plan
* The school will keep parents informed and ask for volunteers where required
 |  |  |
| 8.3 | Sports Goals | * Megan R - Can the school get portable goals (soccer, rugby AFL)
* TK – looking at portable goals, the council has $25K to develop a plan for the oval and they will ask for community comment later this year – Nov?
* Council plan will be finished by Sept 2010
* The skipping ropes have been a big hit with the children
 |  |  |
| 8.4 | Entertainment Book | * Sales are going well
 |  |  |
| 8.5 | Students with Disabilities | * Marie- Anne D - At the Lightening Carnival – some students were not engaged in the activities, perhaps due to disabilities or health conditions
* Suggestion to make these events (and other school sporting events) inclusive of students of all abilities
* Mr Donnelly is on board with the idea, and will present the opportunity to modify a game for the lightening carnival next year to the regional RE teachers
 |  |  |
| CLOSE: 11.50 |
| **NEXT MEETING**: 11 September 2018 | LOCATION: MCCPS Staff Room | **CHAIR:** Michelle Hall | **OPENING PRAYER:** TBA |
| **Meeting Schedule:** |
| ~~13 February 2018 (T1)~~ | ~~13 March 2018 (T1)~~ | ~~10 April 2018 (T1)~~ | ~~8 May 2018 (T2)~~ | ~~12 June 2018 (T2)~~ | ~~24 July 2018 (T3)~~ |
| ~~10 August 2018 (T3) (10.30am Friday)~~ | 11 September 2018 (T3) | 16 October 2018 (T4) | AGM - 21 November 2018 (T4) |  |  |