## Meeting Minutes

**Date: 13 March 2018 Venue:** MCPS Staff Room

**Chair:** Michelle Hall (MiH)

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

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| 1.Welcome – MiHOpening Prayer – MiH |
| 2. **Attendees:**  Executive – Michelle Hall (MiH), Michelle Pellicione (MP), Rebecca Exham (RE),Leah Rheinberger (LR)Office Bearers – Leonie Jones (LJ), Helen Kruh (HK), Kate Godwin- Johnston (KG), Vanessa Martins (VM),Tina Stevens-Galipo (TSG)General Members – Alissa Fazio (AF), Deborah Horton (DH)Other attendees – Toni Kalat (TK), Alissa Fazio (AF), Kylie Galipo (KG), Nik Hofmeester (NH), Nicole Woodhouse (NW), Jin Kim, Lucy de Aguiar, Chris McCallum, Karen Hearn (KH)**Apologies:** Linda Corlett (LC), Marina Hayward (MaH), Father Joe |
| 3. Previous Minutes Accepted by: LJ Seconded by: DH |

| **Ref** | **ISSUE** | **DISCUSSION** | **ACTION** | **By Whom/When** |
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| **4. Business Arising from previous minutes – Action Report** |
| 4.1 | Action Report |  |  |  |
| **5. Standing Items - Committee Reports**  |
| 5.1 | President |  |  |  |
| 5.2 | Principal  | * Reminder about safe driving – following road rules, drive through etiquette
* The kindy morning tea was well attended
* Catholic identity – children enrolled in the Sacrament, Feast of Joseph Mass on Monday 19/03, Father Joe has started classroom visits, Easter Reflection (4A)
* Year 6 camp was successful, though costs are going up next year
* Swimming carnival next week
* Parent Teacher Interviews open 22 March for Week 11
* Oval play equipment – school is paying for repairs ($3400)

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| 5.3 | Treasurer  | * Bank balance - $12014.21
* Spent approx. $5200 so far this year (Mothers’ Day Stall, PFFWA fees)
* Michelle Hall is on-line approver
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| 5.4 | P&F Representative to the School Board | Board meeting was held on 20/03* New members were welcomed
* Induction session at CEWA
* The P&F thanked the Capital Development Team for the update in November
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| 5.5 | Class Representative Coordinator |  |  |  |
| 5.6 | Parish Representative | * Sacrements – published
* Parents support Café – progressing well, organising a meeting between the Parish and School
* Fortnightly youth group at the church was recently established - for high school age children
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| 5.7 | CSPWA Report | * CSPWA State Conference 26 May
 | 1. Send PFFWA state conference registration form to P&F Committee members
 | LR (ASAP) |
| 5.8 | Sunsmart Representative | * 3 year old kindy sunscreen was checked
* Entered a competition for baggy hats
* Sunsmart certificate, posters was received
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| 5.9 | News & Info Coordinator | * Put Term events on P&F board and lobby doors
* Wednesday afternoon deadline for newsletter
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| 5.10 | Food Coordinator | * Year 6 morning tea mass coming up
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| 5.11 | Community Appreciation Officer | * Completed requested certificates
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| **6. Correspondence** |
| 6.1 | City of Cockburn Sundowner | * Michelle P and Kylie G will attend
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| 6.2 | Fundraising - SciTech | * LR to send information to Michelle P
 | 1. Send Scitech fundraising info to MP
 | LR |
| **7.0 General Business** |
| 7.1 | Sundowner | * 65 parents attended 80 were booked
* Alcohol cost $185 (from Karen Simons)
* Fundraising on the night was not very successful
* Next time – sell tickets to the event to recover costs and get an event licence
* Responsible Service of Alcohol - $40 per person
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| 7.2 | Dad and Kids Camp Out – update  | * 140 people booked, with 27 families on the wait list
* Put an note in the newsletter that the camp out was sold out
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| 7.3 | Easter Raffle | * Colouring in competition (four pictures K-PP, 1-2, 3-4, 5-6)
* Tanya Forzatti is sponsoring the prize – one easter egg per year group, the P&F will do a random draw for two other children in each year group
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| 7.4 | Mother’s Day Stall | * Order 1000 white bags for the children to decorate (Karen Hearn)
* We will need more than 1000 gifts, some have been ordered and have arrived, will order cookbooks
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| 7.5 | Australia’s Biggest Morning Tea – proposed date change | * Leonie and Vanessa can run this event
* 30 or 31 May – Toni Kalat to confirm
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| 7.6 | P&F Constitution | * The P&F will be reviewing this in the coming weeks.
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| 7.7 | Fundraising ideas | 1. Re-usable lunch order bags (KH)
2. Money board at events (KH)
3. Colour run with mini-marathon
4. Casino Bus $10pp on Fri or Sat, we could charge $25pp (MP/TS)
5. Car boot sale on the oval - $10 per car (MP)
6. Pilates (or similar) in the Park ($10pp), instructor could be volunteer or take a few $$ (MP)
7. Hoyts fundraising nights (VM)
8. Family and kids movie night (VM)
9. Kids vs parents/teachers sports event (VM)
10. School recipe book with parents/kids recipes (VM)
11. Water play day at school (VM)
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| 7.8 | Year of the Youth (parish) | * P&F to help promote the Year of the Youth with the Parish, which leads into World Youth Day
* NW and NH are on the youth summit group with CEWA
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| 7.9 | Screenagers Movie | * Some good points about screen use (kids and parents) raised in this movie, as well as some tips to manage smart phone use (e.g. contracts).
* We will not run a screening at this stage, but will advertise other schools/community screenings of this movie
* Consider getting a speaker on social media skills
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| **8.0 Other General Business** |
| 8.1 | Canteen | * The canteen was closed at 8.15, and a parent couldn’t put a lunch order in. Could the canteen be opened a bit earlier?
* There are lunch order bags/baskets in the classrooms
 | 1. See if the canteen can be opened about 8
 | TK |
| 8.2 |  | * School photographer – new provider 3P
* Week 1 of Term 2 – Wed, Thurs, Fri
* Leonie Jones will organise helpers
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| CLOSE: 9.10 |
| **NEXT MEETING**: 13 March 2018 | LOCATION: MCCPS Staff Room | **CHAIR:** Michelle Hall | **OPENING PRAYER:** Alissa Fazio |
| **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) |
| 11 September 2018 (T3) | 16 October 2018 (T4) | AGM - 21 November 2018 (T4) |  |  |  |