

St Bernadette's Primary School, Dundas Valley Parents and Friends (P&F) Association Meeting 11 May 2015 at 7:30pm

MINUTES

Present:

Barbara Young	Anthony Kensell	Mary Ann Gatt Petrini	Amanda Reicher
Alison Dellas	Katrina Sheraton-Yu	Carol Burleigh	Melissa McAulay
Pip Martins	Lucy Blacker	Margaret Flitcroft	Sonja Simpson
Stephen Jupp	Cathy Nagy		

Apologies:

Kate Hunter Beth Nilan

1. The meeting opened at 7:35pm with a prayer led by Barbara

2. Business Arising from the Minutes

The minutes of the last meeting were accepted by Mel McAulay and seconded by Amanda Reicher. Carol advised that previous minutes had been forwarded to class reps for distribution to parents.

- Mel confirmed that cheques have been drawn for funds as per previous minutes.
- Canteen survey results were shared with the committee. The majority of responses called for a mix of regular canteen (outsourced) and P&F run canteen. To this end, Subway is being trialled this term on a weekly basis. Orders have been as follows: 119 orders for 27/4, 102 orders for 4/5 and 100 orders for 11/5.
- Lowes uniform colour variation – Barb confirmed that she had spoken with the Lowes rep. Lowes uniform materials are being sourced from a different supplier; hence the variation in colour as old stock was being sold first. Carol advised that parents have concerns over the zipper on the jacket being of inferior quality resulting in broken zippers. Further, staff at Lowes Carlingford can be quite rude when dealing with uniform issues. Barb and Mary Ann will investigate.
- Allergy plans in the canteen have been updated.

3. Treasurer's Report

Treasurer's report is attached. New signatories have been instated.

4. Incoming & Outgoing Correspondence

Invitation to attend the 11th Catholic Schools P&F Conference in Coffs Harbour. No one at the meeting was keen to attend.

Advanced Life Portrait information pack.

5. Leadership Team Reports

Religion:

- Barbara advised that the St Bernadettes Mass scheduled for 1 May had to be postponed due to a funeral. It will now be held Friday 15 May. At Mass, the St Bernadette award will be presented. This is a peer voted award given to one student per class who demonstrates qualities of St Bernadette.
- The Fathers will be away 18 May to 15 June.
- 1st Holy Communion for the Year 3 and Parish will be celebrated 21 June.
- Year 6 had a social justice visit to Tebbutt Lodge. The residents greatly appreciate our visits and another is planned for Father's Day.
- Father Ben led the formation evening held recently in conjunction with the maths information night.
- There will be a staff development day at the end of the term focussing on Mary McKillop.

Literacy:

- NAPLAN for Y3 and Y5 is this week. Barb reminded the meeting that NAPLAN is just a small snapshot of a student's progress and that students and parents should not place too much emphasis on one exam.

Mathematics:

- Anthony advised that the maths information evening was well received and some great feedback was received.
- PAT Math interviews similar to those conducted at the beginning of each year, will be held half yearly.
- A Mathathon will be held at the end of Term 2. Students will bring home a sponsor card. The focus will be on a problem solving skills.

PDHPE:

- The school cross country has been held as well as the Diocesan combined Primary and Secondary cross country. We had a good number of students attend with one making it through to the next stage.
- Girls soccer gala day has been postponed twice - it is hoped it will go ahead in June.
- Boys soccer gala day is to be held next Thursday.
- Athletics carnival will be held Thursday week 9. A number of people at the meeting expressed a wish to have Subway lunch at the carnival. Cathy will organise.

Building & Maintenance:

- The bare area on the slope near the flagpole (currently roped off) has been assessed by the CEO Facilities Officer. They recommended the use of a landscape design company who are currently working on a design. It looks as though the Diocese may fund this improvement to our grounds.

Miscellaneous:

- Enrolments for Kindy 2016 are well underway, there are currently 37 applications and at this stage will consist of one full class.
- Y4 and Y5 are participating in Captivate Choral practice.

- Parent information night on mathematics and faith formation resulted in a turnout of 19 to 20 people, despite a survey return of 65.
- Cybersafe presentation will go ahead in term 3.
- The Y3 1st Holy Communion class have generously donated a gift of a cross to the school. It will hang in the undercroft area where morning prayer is conducted.
- There will be a mufti day this Friday in support of DWF.
- The request from parents for notification of recipients of Principal Awards has been taken on board and Mary Ann and Suzy are contacting parents the Thursday before assembly.

6. Activities since the last meeting

- Canteen – pizza meal deal 6 March, Kindy morning tea 17 Mar and Hot Cross Bun day 2 April. Subway running weekly term 2.
- Election Day BBQ – this was run by Caroline Burbridge. We had lots of donated cakes/goodies and several people turned up on the day to assist. Although we had planned to have a breakfast BBQ, it appears as though demand was felt more around lunch time. Mel advised that there are council elections in September next year so another BBQ should be arranged for then.
- Mother’s day stall – This was once again a hit. Wrapping day and night was very well attended. The jewellery was a big success. The stall almost sold out with just a few items left over.

7. Sub Committee reports

- Events committee – Lots of ideas were obtained from this think tank meeting. In hindsight, the meeting should have been advertised to the wider school community and shall be when this is held again next year. All of these ideas were put to Mary Ann with the following chosen:
 - Pizza & PJs night for students to be held 5 Jun. The SRC will be involved in this event ie, choosing the movies and assisting with handing out food and clean up etc
 - Open air cinema night for families to be held 20 Nov. This night will incorporate a small school Christmas concert, have some food stall and will call for sponsorship.
- Grants committee – Mary Ann has provided some quotes which is in time for application to the Community Builders grant which will open late June and the Clubs Community grant which will open soon.
- Mothers day stall – Margaret Flitcroft did a great job co-ordinating resulting in a good profit.

8. Canteen

- Subway orders are proving to be time consuming for Suzy. Parents are putting money for 2 or 3 children in the one envelope, money is falling out of envelopes, and some orders are being submitted without payment. After much discussion, it was decided that Mel would check the orders on a Thursday afternoon. Any incorrect/incomplete order would be returned with an explanation.
- Carol advised that she has made contact with a lady who runs “Linda’s Lunches”, a home business who currently supplies lunch orders to St Marys Rydalmere. This option would provide great variety than Subway and orders can be left in the office the day before. However – similar problems with regards to correct money in individual orders will be an issue. We would like to trial this service term 3, however it was recommended that someone from the executive conduct a visit to the premises to ensure that “Linda’s Lunches” are suitable for our school. The menu will require modification – Mary Ann and Barb are working on this.

- Healthy morning tea will be run by Carmelina and Naz on 22 May. Carlingford Fruitworld has generously offered to donate the milk and any fruit/veg required. Our thanks go to the Atie family.

9. Parent Reps

All classes have parent reps. Mary Ann advised that she is advising reps when new families start at the school.

10. Working Bee and Gardening

Mary Ann confirmed that Frank, our maintenance man, has advised that we do not require a working bee in term 2.

11. Upcoming P&F Activities

- CBA will address assembly on 22 May to advocate school banking. Mel is keen to run with this – there are great kickbacks for the school as well as incentives for students to save and learn about the value of money.

12. New items submitted for discussion

- Advanced Life Portraits had made contact to try and book the school. Although portraits have been done in the past, there was no support from meeting attendees for this program. Carol will advise the company accordingly.
- Fund raising – Mary Ann advised that her thoughts on fund raising were that the P&F should run 2-3 things per term only. They should be low impact on families. Fund raising drives for various things like pies, cookie dough etc which are optional can cause silent pressure for families to contribute.
- The idea of a fete has been raised numerous times over the past couple of years. In response, Mary Ann is considering sending out a letter asking for interest from parents, in running a fete on school grounds. At this stage, no one present at the P&F committee meeting was interested in being involved, therefore a proposed fete would be run by school parents.

Meeting closed at 9:00pm - next meeting to be Monday week 4, term 3.