



### Minutes to P & F Meeting

Held in the Staff Room at 7pm on Wednesday 7<sup>th</sup> March 2018

Welcome / Prayer / Reflection

Present: Kerry Hewitson, Jo Saunders, Libby Murray, Michelle Williams, Rosalie Bonekamp, Susie McAtee, Katrina Catalano, Alysia Hickling, Bec Drury, Teneale Fitzgerald, Brigid Bryce, Stacie Morabito

Apologies: Tania Napoli, Emily Fyshe, Anne Scassera, Pia Riachi, Natalie Griffin, Kathy Wardle

#### **Minutes of previous Meeting**

1<sup>st</sup> Susie McAtee 2<sup>nd</sup> Alysia Hickling

#### **Actions from Previous Minutes:**

1. Travel raffle
  - Bali raffle organised, tickets will go out in Term 2.
2. P&F Staff wish list
  - Mobile PA system not as powerful as needed (sports carnivals, discos etc.) – Luke got quotes – approx. \$5500 for a new one. Old one will be donated to the Parish.
  - Red Cats are not in every classroom – Quote \$2290 each. Total quote \$12995 (Yr 4 x 2, Year 5 x 2, Science)
  - Develop bush play further – fencing (\$10,000 last time)
  - Break Thru bibles – set of 30 (\$50 each) - \$2000
  - Kindy – outdoor table, water pump, pebble area - \$1200, Cubby \$1500

\*\*P&F agreed that the Red Cats, Bush play and PA were a priority and would benefit the whole school. Kerry will renegotiate with Ziggy's to get the quote down for the Red Cat's

- \*\*Wait until raffle money comes in, and consider fulfilling other wish list items.
- \*\*Decided that the PA would be bought out of other school money
- \*\*VOTE: If the quote can be lower, Red Cat voted as a majority.
- \*\*Let school community know we are going to fundraise to expand bush play. Make it a focus for 2018.

3. Maths Equipment invoice
  - \$1934.55 PAID since last meeting

### **Correspondence**

Correspondence Out: Nil

Correspondence In: Fundraising info, Annual invoice PFFWA \$1800.00

### **Reports**

#### Principal Report

Kerry Hewitson

\*Please see report attached

#### Board Report

Katrina Catalano

- Bozzy Blinds – Installed Sat 17 February
- Board purchased high pressure cleaner and was used over the holidays
- Year 1, 2, 6 roofing has been re-screwed and downpipes replaced
- Brief chat about communication – Dojo etc.
- A lot of work done within the school grounds over the Christmas break
- Developing area outside Year 1&2 classrooms
- Looking for options for flooring in undercover area
- Next board meeting 15 March 2018

#### Treasurer Report

As at March 7 2018:

Opening balance as at 1 Jan 2018	\$14 908.27 + Term Deposit of \$ 5981.56
Income for the Month	\$101.95 – change from selling drinks at canteen
Expenses for the Month	\$2004.55 – LCPS Maths equipment & Glistening Homes
Unpresented cheques	\$70.00 – Glistening Homes (2 <sup>nd</sup> prize raffle 2017)

Balance as at 7 March 2018                    **\$13 075.67**

#### **Figures true & correct**

1<sup>st</sup>     Libby Murray    2<sup>nd</sup>    Teneale Fitzgerald

- Audit currently taking place on the P&F from AMD, from 2016 onwards, some items are missing – invoices etc. Make contact with Kelly Catalano.
- LCPS P&F Constitution is outdated. Originally drawn up in 2016. Auditors require an update. Confirm end of year date. Jan – Dec, or Jul – Jun.

### **General Business**

1. Board Rep required – Katrina Catalano has put her name forward. Nominated by P&F and accepted.
2. Class Reps update. Reinvent the process next year, but for 2018 reps finalised for K – Yr6. Liaison between P&F, Class and Parents. Stacie Morabito in charge of Class Reps FB page.  
Class Reps 2018:
 

KG	Tania Napoli	KB	Jodi Fagents
PPG	Stacie Morabito	PPB	Viv Mell
1G	Teneale Fitzgerald	1B	Stacey Daou
2G	Kate Pfoeffer	2B	Bec Drury
3G	Sally Brand	3B	Libby Murray
4G	Yvette Spadaccini	4B	Kathy Wardle
5G	Kym Pennefather	5B	Emily Fyshe
6G	Laura Krawczyk	6B	Helen Barry
3. P&F Minutes to go on the website – Michelle to send minutes to Luke Portolan to have them published via the website.
4. Raffle update – Travel raffle 2018 – Bali 5 nights as first prize, Other prizes - Harvey Norman, Meat company in Brunswick, Spring Cleaning voucher.  
Will be issued in early Term 2.
5. Easter raffle tickets have gone home today.
6. Letter to LCPS parents drafted by Jo & Libby – a fundraising letter so parents know what we fundraised for in 2017. Outlined activities by Term for 2018.  
Let parents know the P&F fundraising goals for 2018. Will insert items from staff P&F wishlist. Letter will go home to all families.
7. 2018 events
  - TERM 1
  - \*Fri 23 March – Disco Night. 2 sessions K-Yr2 5.30pm – 6.30pm, Yr3 – Yr6 7pm – 8.30pm.  
\$5 entry, Shop with goodies for sale, sausage sizzle, coffee van
  - \*Easter Raffle. Tickets have gone home today.
  - \*Sun 25 March – Footy Afternoon, Bree organising.
  - TERM 2
  - \*Bali Raffle
  - \*Mother’s Day Stall

- \*Movie Night – early Term 2
- TERM 3
- \*Father’s Day Stall
- \*Social Event for Parents – August
- \*Movie Night or Disco

**Other Business**

1. Susie – Bi annual BCC Mercy & LCPS Fete. Kerry to look for fete file. Raise at next meeting.
2. Katrina – Coles Sports for Schools, more of an advertisement to parents. Box at Coles Australind very full – can it be emptied?
3. Kerry – Twilight evening fete, food van, food & wine night instead of big fete?
4. Jo – Tracey Ritchie approached LCPS that Barista students can make coffee for an event?

Meeting closed at 8.30pm

Next Meeting – Wednesday April 4, 2018

*Christianity Friendship Respect*

## Principal's Report to the P&F

7th March 2018

### **Learning**

As part of the Fogarty EDvance Program, on our student free day on Tuesday staff were involved in defining Our Moral Purpose - as a result we are rewriting our school mission statement to include academic excellence. Thank you to all parents who have completed the TTFM survey.

Swimming trials will take place this week for students in years 4 –7 with the Swimming Carnival on Wednesday 15<sup>th</sup> March.

### **Engagement**

In 2018 students in years 3- 6 will be involved in the Alcoa Maths Enrichment Program. This is fully funded and facilitated by a Scitech Professional Learning Consultant. The program introduces contemporary methods for teaching Maths to increase the engagement and confidence of students. A hands on parent session aimed at giving you ideas how to help your child at Maths will be held on Monday 19<sup>th</sup> March @3:30pm.

Parent/Teacher meetings will take place between now and the end of term. These are important means of communication and I encourage all parents to attend.

Students in Years 5 & 6 will be visited by Mrs Deborah Garbutt, Deputy of BCC, together with some students to talk about school life at BCC on Wednesday 14<sup>th</sup> March.

'Consider Our Kids' is a program that invites Local Governments and the community to participate in raising the awareness of drivers to reduce their speed in built up areas. Speeding drivers have been identified as a main contributing factor in road related deaths and serious injury in Western Australia. The Road Safety Council of Western Australia is committed to reducing the speed of vehicles on our roads and continues to conduct regular community education campaigns targeting speed.

The 'Please Slow Down, Consider Our Kids' stickers are designed to be placed on the side of wheelie bins. The stickers act as a deterrent for speeding by providing a visual reminder to drivers to reduce their speed.

As they are only displayed on bin collection days, it reduces the chance that drivers will become accustomed to them. We have been asked to consider which roads should be targeted by this campaign

### **Accountability**

**Deloitte, our new system auditors have been in the school today – auditing the 2017 figures. This is an annual event.**

On 29<sup>th</sup> May our school will be audited for compliance with our system agreement and hence our registration for the next 5 years under the Education Act. There are 14 standards that we must provide evidence for showing firstly these standards exist and we have processes in place to address them.

Discipleship

Thanks to Brigid Bryce who ran the student/ parent workshops for the Year 3's, this is a very important part of the preparation for the Sacrament of Penance. Students in Year 3 will make their First reconciliation on 13<sup>th</sup> or 14<sup>th</sup> March.

Kerry Hewitson

Principal