



Leschenault Catholic Primary School

Christianity Friendship Respect

LCPS P&F Meeting

2nd November 2023 - MINUTES

Location: Staff Room

Time: 6.00pm

Welcome/Prayer/Reflection

Present: Linda Bramley, Ashlee Rose, Josie Leeder, Katherine Kaurin, Daniel Graves, Viv Mell, Chelsea Norminton, Amanda Newman

Apologies: None.

Previous Meeting

Minutes from our last meeting have been uploaded to the new LCPS website.

Minutes Accepted by 1st Linda Bramley 2nd Katherine Kaurin

Actions from Previous Minutes:

- Fathers Day Stall
- Footy Tipping Competition wind up and prize winners
- Principal Report Survey – completed by exec team
- CEWA Principal Review – panel review
- Write Up has been submitted for end of year school magazine
- Teachers/year groups have purchased their resources from P&F gifted funds and provided photos of purchases to Daniel, these have been forward to P&F
- THANK YOU to Tajib Food Van – who generously donated \$1 from every coffee sold at the sports carnival to the P&F

Correspondence

Correspondence In: NIL

Correspondence Out: NIL

Reports

Principal's Report: Daniel Graves

Term 4 promises to be busy! The school has recently undergone a school/principal review, thank you to those involved in providing feedback. Report still to be received, the hi-lights of this will be communicated in due



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course. There is upcoming transition and information days happening this term, as well as preparation for year 6 graduation. We welcome new staff for the 2024 school year, and a change from Indonesian to Japanese in LOTE. The ACM will take place on 15th November, all welcome. Staffing positions as well as a yearly wrap up from the SAC and P&F will be presented.

President's Report: Linda Bramley

Welcome to Term 4. We enjoyed a busy term 3. Thank you to all involved in our recent Fathers Day Stall. It was a successful day with all stock sold. Items ranged between \$1-\$5 - the favourite being the prank water pen! Our footy tipping competition has now wrapped up and we enjoyed a family evening at the end of last term with a game on the big screen in the undercover area. Our major sponsor 'Skip' was able to present our 1st and 2nd prizes to the worthy winners. Well done to all involved. We appreciated the support of Skip and all our minor sponsors who came and board for a successful comp. It was a great learning experience and we hope to continue it in future. Our focus for next year will be encouraging people to come on board and learn about the exec positions which will potentially become available at the end of 2024.

Board Communications: N/A

Treasurer's Report: Katherine Kaurin

Income/Expenses Report (3 months) – ending 31 October 2023 – see attached marked Annexure 'A'

Balance Sheet – ending 31 October 2023 – see attached marked Annexure 'B'

A report will also be presented at the upcoming ACM however we look to be ending the year in line with our budget drawn up at the beginning of the year.

Figures true and correct: 1st Josie Leeder 2nd Linda Bramley

General Business

- Coffee morning for parents to learn more about the P&F

A great opportunity for an informal meet where we can introduce the exec team, provide a suggestion box, have a chat about upcoming events and put down volunteer names. Wednesday 7th February to welcome back to school. We will liaise with a coffee van to attend, the P&F can provide some muffins/biscuits etc. The marquee will be set up at the front carpark area of the school for easy access/visibility. Save the date to be communicated in newsletter.

- Commissioning Mass

A start of year mass will take place 3rd February (Saturday evening) with teaching staff, SAC and P&F members commissioned and welcomed to attend. All families are invited to attend. Daniel has requested if the P&F can provide



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some food/catering for after mass – a donation of \$300 will be provided to purchase some pizzas for the evening.
Motion passed.

- Welcome pack for kindy parents

Information/parent welcome days are taking place on 22nd November for Pre Kindy, Kindy and Pre Primary in the undercover area. If possible, a member of the P&F will attend to provide some information. Chelsea has offered to attend if she can be available. Flyers will be emailed through to Daniel to be put with the handbook (and uploaded to the website under the P&F tab?) .

- Library Donation

SAC has been working on a redesign and upgrade of our library, with new shelving, layout and books to be provided with the plan to be open/available to students more often in 2024. There will be a building focus/boost on the reading culture throughout the school next year. It has been proposed that the P&F make a contribution to these upgrades to purchase new books, and games for the library. An offer has been proposed of \$10,000 contribution. All were in favour of this and the motion was passed. An additional offer to contribute to a Scholastic books program of providing 200 new books at year (3 year plan) – P&F will purchase the first year of this plan with the view of considering the next 2 years. All in favour and motion passed.

- Concerns re: Barnes Avenue traffic

Amanda attended the meeting this evening to voice her concerns regarding the ongoing traffic issues on Barnes Avenue at school pick up time, she has also discussed these with Daniel earlier. There is continual congestion of traffic and concern for the children who are trying to cross with cars banking up and particularly those that are mounting the footpath to overtake, posing a major risk for the safety of those walking. There have been previous discussions of this throughout the year, with enquiries being made to the Australind Police Station and Main Roads as to the options available i.e. lollipop person, bollards, crossing markings?? Amanda has offered to speak to other concerned parents and a sub-committee of the P&F can be made to investigate this further.

Meeting Close

Next Meeting: TBA 2024
Meeting Closed: 7.40pm

Signature of P&F Chair

Annexure 'A'

**Leschenault Catholic Primary School P&F
Income & Expenditure Statement
For the 3 months ended 31 October 2023**

Income

Fathers Day Stall Proceeds	2,285.60
Total Income	<u>2,285.60</u>

Expenditure

Fathers Day Products	1,422.95
Class/Departmental Donation	9,723.96
Footy Tipping Prizes	1,750.00
Footy Tipping Night Expenses	377.99
Total Expenses	<u>13,274.90</u>

<u>Net Income</u>	<u><u>-10,989.30</u></u>
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Annexure 'B'

Leschenault Catholic Primary School P&F Balance Sheet As at 31 October 2023

Assets

Current Assets

LCPS - P&F Ledger Balance 38,845.11

Net Assets

38,845.11

Equity

Balance BF 1 August 2023 38,845.11

Plus: Total Deposits 2,285.60

Less Total Payments 13,274.90

Balance as per Accounts 31 October 2023 27,855.81

Total Equity

27,855.81

Summary:

Opening Funds as at 1 August 2023

LCPS - P&F Ledger Balance 38,845.11

Net Income/(Expenditure) for the month -10,989.30

Closing Funds as at 31 October 2023 27,855.81