



Leschenault Catholic Primary School

Christianity Friendship Respect

LCPS P&F Meeting

24th April 2024 - MINUTES

Location: Staff Room

Time: 6.00pm

Welcome/Prayer/Reflection

Present: Linda Bramley (LB), Ashlee Rose (AR), Josie Leeder (JL), Daniel Graves (DG), Michael Newman (MN)

Apologies: Katherine Kaurin (KK)

Previous Meeting

DG emailed IT re: 2024 minutes being uploaded to the school website

Minutes Accepted by 1st Linda Bramley 2nd Ashlee Rose

Actions from Previous Minutes:

- 2024 Financial Budget Plan completed by KK
- Easter Raffle
- Disco

Correspondence

Correspondence In: Memo from CEWA re: Feedback opportunity on Terms of Reference

Correspondence Out: NIL

Reports

Principal's Report: Daniel Graves (Principal's Report Attached)

President's Report: Linda Bramley

The Easter Raffle was a lovely event and very well received throughout the school community. Thank you to Cheryl Bird and the helpers from Pre Primary who assisted in co-ordinating including putting prizes together for the lucky recipients. We were very lucky to have the Easter Bunny attend assembly – a big thank you to 'Easter Bunny'. Initial figures indicate an approximate profit of over \$2,000. The disco was another well received event as we welcomed back to Term 2 and we look forward to discussing the event feedback later in the meeting. Term 3 Mothers Day stall is approaching with the intended date of 10th May (Friday morning). We would like to focus on recruiting new volunteers to be involved in the



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event planning with the intention to take on in future years. We note a thank you from Steph at the canteen who has borrowed the P&F fridge over the last few months whilst a new one was being purchased for the canteen.

Board Communications: N/A

Treasurer's Report: Katherine Kaurin - Yearly Budget Plan attached based on 2023 figures

OPENING BALANCE			\$18,536.72
	Income	Expense	
Easter Raffle Sales	\$2,834.00		+ \$2,834.00
Footy Tipping Prizes		\$1,200.00	
Easter Raffle Prizes (C Bird)		\$455.95	-\$1,655.95
CLOSING BALANCE - 31.03.24			\$19,714.77
Footy Tipping (Try Booking)	\$4,583.25		
Disco Proceeds	\$2,967.00		
Donation - Tayib Food & Coffee	\$150.00		
Easter Raffle Donation	\$50.00		+ \$7,750.25
2024 CSPWA Affiliation Fee		\$1,836.90	
Dry Ice - Disco		\$144.90	
Disco Reimbursement (M Newman)		\$665.72	
Disco - Sauce		\$6.00	
Disco - Glow Sticks		\$34.00	
Disco - Sausages		\$307.20	
Disco - Buns		\$165.30	- \$3,160.02
CLOSING BALANCE - APRIL 2024			\$24,305.00

General Business

- LCPS P&F Footy Tipping Competition - 2024

Thank you to all tipsters and sponsors involved in the tipping fun. Profits of \$4,583.25 has been transferred from Trybooking entry fees into our P&F account. This is only slightly down from the 2023 entry fees. We are looking for suggestions on what to use these funds for. Part of 2023 profits purchased a new LCPS sports marquee. Feedback that even though the tipping FB page is going well it would be beneficial to share more to the school page for further traction and sponsor exposure which is the focus through the season. DG ok with sharing to the page the weekly winners.

- Hackersley Wines Fundraiser

Thank you to AR for co-ordinating. We have been contacted by Lucy the new owners of Hackersley winery who were very happy to work in conjunction with our P&F for a wine fundraiser. Hackersley have customised an ordering website page for friends and families of LCPS with orders available from 29/4-17/5. Cases of wine for \$130 available to purchase with



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\$30 from each case being donated back to our P&F fundraising. Hackersley have agreed to deliver to the school the week of 24/6 and P&F volunteers to be arranged to sort mixed case orders and distribute. AR has been communicating with the front office to have this included in the upcoming newsletter and flyers to be printed and distributed to students to take home. JL will arrange Facebook post to be uploaded 1/5/24.

- Disco Wrap Up

Thank you to MN for being involved and co-ordinating. A big thank you to our volunteers who offered assistance for the evening despite being slightly low in volunteer numbers, some extra helping hands would have been great. We are very grateful to Bree Dudek and Luke Portolan for their DJ efforts on the night. A well received night by the children and a good turnout. Profit/spending figures to come however approximate calculations indicate a profit of \$1950.00. MN would like to purchase a token thank you gift for Bree and Luke – all in favour to proceed. Steph has purchased some leftover stock of sausages and some chips from the evening however all other stock was purchased on the evening.

- Mothers Day

Thank you to LB for co-ordinating. Gifts have been ordered and a potential meet up to sort gifts ready for the stall will be arranged. DG confirmed to proceed with the proposed date of 10th May (Friday morning) and LB will liaise with Bridget Bryce regarding a timetable for classes. The aim this year is to recruit new volunteers to assist and be involved in the planning/running as LB is looking to handover next year. JL will arrange the upload of the Facebook post for event information and a volunteer shout out.

- Future Events for the year

Proposed movie night in Term 3? Potentially the 16th or 30th August in the undercover area. As there is no 'major' fundraiser planned so far this year the suggestion of a major raffle for the second half of the year was discussed included sponsored prizes and a holiday package. Information to be sourced.


- Future Fundraising Suggestions

P&F would love the school community input into future fundraising causes and ideas. To be advertised at a future date. DG to discuss any staff 'wish list' suggestions.

Meeting Close

Next Meeting: 24th July
Meeting Closed: 7.30pm

Signature of P&F Chair

<p>Catholic Identity: <i>All our actions and all we do reflect our Catholic Faith</i></p>	<ul style="list-style-type: none"> • Tomorrow we have 50 students expected to join our school at the community ANZAC Ceremony in Bunbury. Much appreciation to Bree and Kristy for coordinating this very important memorial and community event. • Earlier in March our Yr 3 students and others in our school preparing to receive the Sacrament of Reconciliation attended Enrolment Mass as part of the preparation process. • Selected Year 5 students (Altar Servers) represented our school at the Chrism Mass last term- this is usually attended by Year 6 who instead attended the Leadership Development Day instead (due to pre-booking) • We have just become an accredited Waste Sorted School and will launch in Term 2 our new environmental waste management system across the school to coincide with Laudato Si Week 2024- with a very focused approach to waste management and recycling.
<p>Education: <i>Provide a high quality education focusing on academic excellence</i></p> 	<ul style="list-style-type: none"> • Building on from the very successful Centurions Club now we have Book-Turions each Tuesday and Thursday morning with the aim of developing a love of reading in our students and engaging parents in our educational program. Much appreciation to Mrs Belinda Old for her efforts with this initiative. • At the end of Term 1, LCPS has four teams representing our School at the MAWA Have Sum Fun Maths Competition at Dalzellup College. Much appreciation to Bridget White for providing our students this opportunity. • NAPLAN for Year 3 and 5 was undertaken in March- we are waiting results of this assessment. • We have commenced our Home Learning program utilising the resource XtraMath as a resource to support the development of mathematical fluency in our students. Fluency knowledge has a significant impact on later mathematical learning. We have had great support from parents and students in completing these Home Learning Tasks. • Children's University (Partnership with ECU) has commenced and we have 24 students already enrolled. It's a great initiative engaging and encouraging whole families to learn together. • All our students enjoyed the Resilience Incursion organised in March.
<p>Community: <i>Build a connected, CHRIST centred and child focussed school in partnership with our parents.</i></p>	<ul style="list-style-type: none"> • Much appreciation to Mick, Bree, Luke and all staff and P&F Exec for the efforts in coordinating another very successful disco. • Much appreciation to the P&F for getting Footy Tipping up and running for 2024- the cream is rising to the top! • Interviews for Kindy 2025 are now underway and again we have a solid numbers of enrolments • Dogs At School Day- initiated by our Yr 6 Leaders was a great success and a fun way to start Term 2. • We look forward to Leschenault's Got Talent which will again be commencing shortly. • New uniforms have been readily adopted after extensive consultation in 2024. The phase in period is 3 years to reduce the financial burden for families. • Now we have the Library every lunchtime, the children are really enjoying this opportunity especially on the hotter days. •
<p>Stewardship: <i>Develop highly skilled, effective and professional staff</i></p>	<ul style="list-style-type: none"> • We welcomed our newest staff member Michael Newman who is doing a great job as grounds and Facilities Manager. • Following the P&F Road Safety Committee meeting last term, we have been preparing a quote to present to the CSAC to respond to some key ideas and issues raised.

LCPS P&F

Annual Plan/Budget to 31 December 2024

Budget (GST ex)

Opening Funds as at 1 February 2024

14,604.90

Income	
Discos	2,500.00
Easter Raffle Tickets	2,834.00
Fathers Day Stall	2,300.00
Footy Tipping - Sponsorship	4,200.00
Footy Tipping - Entry	4,750.00
Mothers Day Stall	2,300.00
Movie Night	700.00
Wine Fundraiser	3,500.00
Total Income	23,084.00

based on 2023
based on actuals
based on 2023
based on actuals
based on actuals
based on 2023
based on 2022
based on 2022

Expenses

Commissions Paid	166.75
CSPWA Affiliation Fees	2,020.59
Disco	1,200.00
Easter Raffle Prizes & Costume	455.95
Donation - Scholastic Library Books	2,250.00
Donations - External	500.00
Fathers Day Stall	2,000.00
Footy Tipping Prizes	4,150.00
Meeting/Sundry Expenses	400.00
Mothers Day Stall	2,000.00
Movie Night	700.00
Total Expenses	15,843.29
Movement	7,240.71
Estimated Balance 31 December 2024	21,845.61

based on actuals
based on actuals
based on 2022, increased by \$200
based on actuals
based on estimate provided by DG
based on 2023 (Kindness Day)
based on 2023 increased as some stock on hand last year
based on competition outline
based on 2023 and allowance for Sundry expenses throughout year
based on 2023
based on 2022

Input Taxed Events:

	Inc	Exp	Profit
Discos	2,500.00	1,200.00	1,300.00
Easter Raffle Tickets	2,834.00	455.95	2,378.05
Fathers Day Stall	2,300.00	2,000.00	300.00
Mothers Day Stall	2,300.00	2,000.00	300.00
Movie Night	700.00	700.00	0.00

Not Eligible Events