ST LUKE'S CATHOLIC PRIMARY SCHOOL
PARENTS & FRIENDS ASSOCIATION
MEETING MINUTES

FOR THE MEETING HELD ON: Wednesday 25th February 2015
COMMENCING AT 7.30PM

Attendees:
David Hunter
Tracy Detata
Antony Vlahov
Rebecca Mackie
Natalie Campbell
Those recorded in the attendance book

Apologies:
Nicki Francis
Kerri Lambert

1. CONFIRMATION OF PREVIOUS MINUTES
The minutes of the meeting held at the AGM on Wednesday 5th November 2014 were confirmed as a true and accurate record. Proposed by Nicki Barrett and seconded by Jodi Lyra. Carried Unanimously.

2. CORRESPONDENCE INWARD
A large range of fundraising pamphlets were received.

3. CORRESPONDENCE OUTWARD
A letter was sent to Bunnings Warehouse in Joondalup thanking them for the opportunity to run a sausage sizzle at their location. A date for 2015 was also requested.

4. PRINCIPALS REPORT – David Hunter
Reports: Student reports are being customized to the new SEQTA student management system in all Catholic schools. For us at St Luke's there will be some
minor changes to the appearance of the report, however the format and grading structure will essentially stay the same. The attitudinal descriptors have been configured to fit our school values more explicitly.

**Old kindy room.** The School Board has given approval for the old kindy room to become the uniform shop and double as a work space for allied student service personnel such as the school nurse, OT and speech pathology. May be possible to do this relatively cheaply and at the same time re-badge the old uniform shop to PE office.

**Possible P&F purchases.** 2\textsuperscript{nd} Bike rack would be stationed at the back of the current uniform shop (overflow). Drink fountains for Kindy north verandah (refrigerated 4 tap trough), kindy south trough (2 new taps), Year 4 trough (2 new taps, and a refrigeration unit added) Pre-Primary verandah (refrigerated 4 tap trough).

**Kindy parent night.** Held last night. A very good turnout of parents. Focus on assisting children transition to school. Particular thanks to Tracy Detata for her input and the P&F for organizing the refreshments.

**School climate survey.** Our school will be participating this year. The survey takes feedback from parents, students, staff and the school board. It will take place early in second term. The survey gives us feedback on what we are doing well in the eyes of the school stakeholders and areas we can be working on.

**Assemblies fortnightly.** We will be trailing fortnightly assemblies during the remainder of this term and second term. Some of the saved time will be used for hymn singing practice.

**Swimming Carnival 13\textsuperscript{th} March.** At Craigie Leisure centre. Good response for parent helpers. No extras required.

**Emergency Lockdown Drill Friday.** We will be practicing the lockdown drill on Friday during the middle of the day.
New Carpet: School board approved the purchase of new carpets for all classrooms Yr1–6 including the library and computer lab.

5. TREASURER'S REPORT – Antony Vlahov

Bank balance as at 25th February 2015 is $54,691.30
Receipts since last meeting totalled $1,818.99
  School disco $1,383.90
  Kids A Buzz books $180.00
  Footy tipping competition $200.00
  Interest earned $55.09
Invoices to be paid
  Nanga bush camp deposit $900.00

6. FUNDRAISING REPORT

Evening on the green: Natalie Campbell and Siobhan Budrovich reported that this event will be held on Sunday 29th March from 4pm–7pm. A band has been booked and ticket prices will remain the same as last year. It will be a BYO food event, however ice-cream, lollies and some drinks will be available for purchase. Nicole Barrett will enquire whether a Boost Juice van will be available for the event also.

Bunnings sausage sizzle: A date has been offered to the school, however it is for the first weekend of the September school holidays and a new date has been asked for, as it is believed parents will be going on holidays, therefore getting parent helpers may be difficult – waiting on a reply from Bunnings.

Easter raffle: Venus Stewart reported that it will go ahead this year, however asked for some feedback in regards to the size of the raffle. It has been agreed that there will be approximately 100 prizes and David Hunter will visit each classroom to hand out small eggs to the children who did not receive a prize. Ticket prices will increase to $1 each and will be drawn at a special assembly on the last day of Term one.
7. BOARD REPRESENTATIVE REPORT – Nikki Barrett
Nikki Barrett reported that the Board has asked for a parent busy-bee to help with the move of the uniform shop into the old kindy room. Also asked for any families with connections to tradesmen which could build new cabinets, etc to let her know if they are willing to help. The P&F will be asked to contribute to the cost of relocating.

8. GROUNDS REPORT
Leanne Noonan reported on behalf of Jason Noonan that two busy-bees will be scheduled, one for the end of term two and a second at some stage in term three if required.

9. REVIEW OF ACTION LIST – Tracy Detata
Kindy orientation. A great turn out by parents and a wonderful way for parents; particularly new parents to the school, to be introduced to other families and services the school can offer.

Class representatives. All classes have rep's for this year.

10. GENERAL BUSINESS

Drink fountains. It was voted on and agreed that the P&F will donate $4800.00 for the instillation of new drinking fountains around the school – as per Principals report. The vote was unanimous in favour.

Additional bike rack. It was voted on and agreed that the P&F will donate $1088.00 for the purchase of a 20 spot bike rack to be installed near the Year 6 classrooms. The vote was unanimous in favour.

St Luke's Netball teams. Annina Wilson represented the schools netball teams and has asked for the P&F to donate $900.00 for the purchase of new bibs and balls. The vote was agreed upon and was passed unanimously.
Uniform shop relocation: The Board will finalise the costings for relocation and the funding will be voted upon at the next P&F meeting. It was also discussed that a separate EFTPOS machine in the uniform shop would be convenient for parents; David Hunter will look into the possibility of this happening.

Gifted and Talented program: A question was asked to David Hunter in regards to starting a gifted and talented program which would be held outside of the classroom environment. David replied by saying that the staff believe it is best for the teachers to provide an opportunity for these students to be extended in the parameters of the actual classroom rather than having a separate program.

Bag hooks and benches: It was brought to the attention of David Hunter that there isn't a bench outside the year 6W classroom for the children to place their bags, and that a few hooks were missing. David will inform the groundsman Ray to look into it.

11. NEXT MEETING
   Wednesday March 25th
   7.30pm
   St Lukes' School Library.