



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

**FOR THE MEETING HELD ON: Wednesday 28th February 2018
COMMENCING AT 7PM**

Attendees:

Andrew Kelly	Amelia Gunner	Kathryn Peake
Jackie Hunt	Teresa Mortlock	Georgia Millad
Wendy Da Silva	Sarah Walsh	Colleen Chestnutt
Hayley Tait	Claud Mottolini	Susanna LoFaro
Lillian Truglio	Linda Kallis	Jacinta Puca
Alana Metaxas	Jen Sharpe	Jess Stojkovski
Jamie- Lee Anderson	Renae Hilder	Suzanne Roach
Kylie Lynch	Peta-Lee Bartlett	Suzanne Ryan
Sandra Howe	Tracy Detata	Tania Rego
Irene Bogosi	Karen Cadd	Antony Vlahov
Renae Davis	Rosanna Indelicato	Louisa Logan
Emma Miller	Mary McClafferty	Cass Meeres
Carolynn Spence	Emme De Cicco	Nicole Miller
Tania Smart	Irenie Tasselli	Fenella Ekers
Angela Testa	Lauren Renshaw	Jow Lowthorpe
Sarah Jacic	Julie Saunders	Lauren Rowe
Gloria Richmond	Lana Bridges	Sarina Latouche

1. PRAYER

2. CONFIRMATION OF PREVIOUS MINUTES

The minutes of the meeting held on Wednesday 25th October 2017 were confirmed as a true and accurate record. Forwarded by Tracy Detata and seconded by Karen Cadd.

3. CORRESPONDENCE INWARD

- Letter received from Jessica Stojkovski, local Member for Kingsley who is also a parent at the school. Jessica offered her support and fundraising assistance to the P&F.

4. CORRESPONDENCE OUTWARD

- None

5. PRINCIPALS REPORT – Mr Andrew Kelly

- Our aspiration at St Luke’s School, is to provide a world-class Catholic school where students and staff flourish. Our school has a very ambitious vision moving forward, and that is to be a ‘**LEADing Learning School**’, where we aim to:
 - **CHALLENGE** our students and all in our school community to
 - **CONNECT** with learning about ourselves, one another and the wider world, and
 - **CONTRIBUTE** with confidence, courage and creativity towards making the world a better place
- Our school will align itself with the four key focus areas of: **Learning, Engagement, Accountability, Discipleship (LEAD)**

Learning

- Mr Kelly noted we are a Christ-centred, student-focused and research-informed school. Classrooms and teachers were well prepared and ready for the start of the year and he will be highlighting lots of great learning throughout the school in the weekly newsletter.
- Mr Kelly provided the following updates:
 - Enrichment program with testing by Tanya Atherton happening on March 12 for Years 4-6. Year 4 have their iPads and Jason has been working very hard to make sure everyone is setup and ready.
 - Walker Learning PD, which is play-based learning will happen in March for 13 staff in ECE. Speech
 - Screening for Kindy children will start next week by Michelle O’Donnell.
 - Jason Baker is attending the Future Schools Conference in Melbourne in March.

Engagement

- Mr Kelly noted Evening on the Green was a nice way to start the year with a good community feel. And thanked P&F for organising this event. Children, staff and parents have all been very welcoming.

- Mr Kelly has spoken with staff and mentioned at parent meetings about introducing medals for Champion and Runner/Up Boy and Girl in Swimming, Cross Country and Athletics Carnivals. Acknowledging student strengths is important for them and us as a school community.
- Mr Kelly has monitored school car park and it is running very smoothly. It takes a maximum 12 minutes on average to have all children picked up after school. The council has been very clear what they will do and parents are heeding their cautions. This is a non-issue as it runs and operates very well and thank you to all the staff for making this possible.
- Ann Peart and Mr Kelly met with the Parent Reps last Thursday, 22 Feb to provide them with a job description, guideline and ideas.
- Staff are looking into becoming a Sun Smart, Crunch 'N' Sip and Water Wise School.

Accountability

- The Board has approved the purchasing of new classroom furniture for Years 4-6 and lockers for Year 6 only. Mr Kelly noted this needed to be fast tracked as staff are supportive and the children are excited about working in these contemporary learning spaces.
- Mr Kelly would like to ask the P&F to:
 - fund the purchasing of shelving for Year 5 and fund the padlocks for the Year 6 lockers.
 - source from students and staff what they would like to see for nature play in both Kindy and Pre Primary.
- The P&F could also contribute funds towards:
 - reading and maths equipment and programs teachers wish to implement into the teaching and learning at our school for all Year levels
 - band equipment like a drum set so we can establish a school band for our children to be involved in.
 - improvements to front of Pre Primary classrooms where the fences and gates are.
- Mr Kelly noted the contemporary furniture in the library looked fantastic and thanked Jason, Zoe, Ann-Marie and Leone for planning and setting up the furniture.
- A properly run canteen will be introduced in 2019 for two days per week. 'Pie Day' will keep running this year then move to a canteen next year. The school needs to become a member of the Healthy Schools Canteen Association.
- Mr Kelly asked if P&F Meetings could start at 7.15pm Wednesdays with the Board Meeting at 6pm on the same night. Location will be in the library for both meetings. Next P&F meeting would then be Wednesday, 21 March.

Discipleship

- *Making Jesus Real (MJR)* is not a program, but a way of life - Christ's way. *MJR* is easy, you are already doing it. *MJR* is a simple message, it is part of our lives, the way we live our daily lives.
- Kerry Peach and Ann-Marie Simmonds will be going to Tasmania to the MJR Conference in May. Peter (Mitch) Mitchell will be at our school working with the Year 5 students and then staff presenting MJR.
- The School had a lovely Beginning of Year Mass and Ash Wednesday Mass. Thank you to Fr Francisco, who is not well and needs our prayers, understanding and support.

Mr Kelly was pleased to see many parents helping cook pancakes on Shrove Tuesday, which was a great morning of smiles and fun. He is motivated to work hard to make the students learning extraordinary and to support all staff who are making a real

6. TREASURER'S REPORT – Hayley Tait

Finance Report

Opening Balance 31 Oct 2017	\$	42,720.35
Income/ (Expense)*:		
Fun Run	\$	6,624.89
Bunnings	\$	2,959.85
Disco	\$	1,532.65
Ent Books	\$	1,134.00
Interest	\$	47.58
EOTG 2018	\$	1,710.47
Vacuum - Uniform shop	\$	(297.00)
Cash float	\$	(300.00)
AGM 2017	\$	(481.74)
MADE 2017	\$	(280.23)
Kindy 2018	\$	(248.07)
Camp 2018	\$	(2,000.00)
Closing Balance 28th Feb 2018	\$	53,122.75

**Please note this is the movement for the time period covered in this report, some income/expenses in relation to these events were in last years finance report*

- Outstanding Deposits
 - None
- Invoices to be paid:
 - None

7. GENERAL BUSINESS

- Lillian advised P&F committee had met with class reps and to discuss fundraising opportunities for the year. Some feedback received last year was

that the P&F had asked parents to be involved with too many fundraising events so scaling back this year. Will be setting a fundraising goal this year. Each year group will be responsible for the following events:

- PrePrimary – Easter Raffle (March)
 - Year 1- Evening on the Green
 - Year 2 – Scholastic book fair (30th July – 13th Aug)
 - Year 3 – School Disco (25th May)
 - Year 4 - Fathers day stall (31st August)
 - Year 5 – Mothers day stall (11th May)
 - Kindy to volunteer time for St Lukes Feast Day in term 4
- A parent raised advised that it is St Lukes 30th anniversary this year and asked if we were celebrating it. Mr Kelly suggested setting up a sub committee to oversee planning of a celebration.
 - Gloria asked if St Lukes will be providing swimming lessons for students. Mr Kelly advised he has already been approached by a parent on this matter and has asked them to undertake research on buses/times/locations/providers and report back to him. It's too late this year, however could be considered for 2019. Mr Kelly will first present research for discussion with staff, followed by parents. Mrs Hunt advised in the past St Lukes did provide swimming lessons however feedback from parents was that it was not cost effective and held in wrong season (winter).
 - A parent asked if before and afterschool team training could be provided for kids in interschool sports events.
 - Chalk vouchers valued at \$600 need to be allocated as due to expire in 4 months
 - A parent raised concerns about safety on school oval. Mr Kelly advised staff to student ratio has been increased this week, with 2 staff on oval and 1 on basketball court. A parent asked if a fence could be erected around oval, Jessica advised City of Joondalup likely to require 50/50 shared cost for fence.
 - Jessica also advised if St Luke's nature playground was on the oval the management order with City of Joondalup for the oval would need to be renegotiated, noting any playground would be publically accessible.
 - Extensive discussion regarding nature playground including suggestion for relocating adventure playground to oval and establishing nature playground in its current space. Mr Kelly noted anything is possible, nature playgrounds can involve parents setting them up and include monkey bars etc however will need to be certified by Kidsafe WA. Claudia volunteered to sketch up some ideas and designs for the playground in collaboration with parents.
 - Jen asked if school fees will be increased to fund additional science teacher, Mr Kelly advised science teacher will be funded from existing school budget and would be located in Italian room if it goes ahead.
 - A parent asked if a mothers day breakfast, similar to the fathers day sausage sizzle could be held instead of morning tea. It was agreed this could be done.

- New basketball net are required, can we use chain nets instead as they last longer? Mr Kelly advised he has already asked Mr Nosedo to look into this.

8. Raffle

Raffle drawn by Alana Metaxas and won by Sarah Walsh.

9. MEETING CONCLUSION AND NEXT MEETING DATE

Meeting concluded 7.45pm.

P&F to be held:

Wednesday 21st March 2018 @ 7.15pm