



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

**FOR THE MEETING HELD ON: Wednesday 26th July 2017
COMMENCING AT 7PM**

Attendees:

Jason Baker	Alana Metaxas	Lisa McClue
Lillian Truglio	Hayley Tait	Tania Rego
Melissa Magistro	Tracy Detata	Fiona Natoli
Kathryn Peake	Antony Vlahov	Georgia Millad
Jess Stojkovski		

Apologies:

Nikki Francis	Nikki Barrett
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1. PRAYER

2. CONFIRMATION OF PREVIOUS MINUTES

The minutes of the meeting held on Tuesday 20th June 2017 were confirmed as a true and accurate record. Forwarded by Tracy Detata and seconded by Fiona Natoli.

3. CORRESPONDENCE INWARD

- None noted.

4. CORRESPONDENCE OUTWARD

- Confirmation form to Bunnings with recent Public Liability Insurance Certificate.

5. PRINCIPALS REPORT – Mr Jason Baker

- **Thank you**
Mr Hunter's retirement celebrations – Lillian & the crew

- **Andrew Kelley**

Due to tragic circumstances in Bridgetown, Andrew didn't think it was fair on his community to move to Perth and leave them at these times. Will be here in 2018 – would like to attend the next P&F meeting. All agreed.

- **School Audit**

Took place day after the last P&F Meeting. Such a Rigorous process:

- Half a day in each of the ECE classrooms as part of NQS (National Quality Standards). 7 Standards we report on where we are at, their audit confirms that we are making balanced and fair judgement. Forms part of our re-registration as a school.
- Half a day on policies/procedures
- Result of Audit
 - ECE area is an exemplar to other schools, Anita Rodi was asked if we would be happy for other schools to visit, fantastic work by our ECE staff
 - Policies and procedures – SMS absentees for attendance, evac plans, maintenance plans

- **Parking - COJ**

Not a P & F issue. Met with Jess Stojkovski and posted correspondence in the newsletter. Behavioural change by parents arriving at pickup time rather than 10 -15mins early.

- **Kindy Interviews**

2019 – Reason they are being held this year is due to neighbouring schools starting interviews and sending offers (Liwara, Padbury, Whitfords). Ask if you know anyone or have siblings, please fill out an application form and submit in the front office.

- **Kindy Blinds**

4 quotes have been received by Kindy - vary in cost. P&F happy to decide on an amount they will contribute eg \$4k? Advertise for next meeting and vote.

- **Bus Cost Invoice**

Received last week and has been forwarded on.

6. TREASURER'S REPORT – Antony Vlahov

- Bank Balance as at 26th July 2017 is \$41,274.73.
- Receipts since last meeting totalled \$4,272.63:
 - Movie Fundraiser \$2,775.00
 - Pie Day Income \$1,474.10
 - Interest \$33.53
- Payments made since last meeting \$6,500.00:

- Pie Day Expenses \$3,269.34
- Movie Fundraiser \$1,704.46
- Mr Hunter gifts and afternoon tea \$969.45
- Footy Tipping Prizes \$425.00
- Mother's Day Stall \$131.75
- Outstanding Deposits
 - Nil
- Invoices to be paid:
 - Nil

7. BOARD REPRESENTATIVE REPORT – Jess Stojkovski

The Board is looking at upgrading the Computer lab, with a lego wall, green screen for video making, and a potential robotics lab and more project based play as mobile devices are being utilised more in the classrooms. Work to begin Term 4 for readiness in 2018.

8. GENERAL BUSINESS

- School disco – can we change dates – Term 3 the best date, or 3rd Nov Term 4. To confirm with organisers.
- Fun Run – 24th October – look at colour fun run or normal fun run.
- Business Directory for the school parents – to look into.
- Auditor – we need for P&F – advertise in newsletter and facebook.
- Earn and Learn is happening – on facebook and need to advertise in newsletter.
- Book Week – To advertise for parent helpers for the afternoon times – Mrs Simmons has booked 7-11 August with scholastic – Term 3 – the actual book week is 17-25 Aug.
- Jess Stojkovski has asked if we are interested in Urban garden/playscape – will find out some info on it and where we could possibly have this.

9. DOOR PRIZE

Raffle drawn by Alana Metaxas and won by Georgia Millad.

10. MEETING CONCLUSION AND NEXT MEETING DATE

Meeting concluded 8.15pm.

Next P&F meeting to be held:

Wednesday 23rd August 2017 @ 7pm.