



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

**FOR THE MEETING HELD ON: Wednesday 21st March 2018
COMMENCING AT 7:15 PM**

Attendees:

Mr Andrew Kelly	Emma DeCicco	Tania Rego
Jackie Hunt	Amelia Gunner	Sarah Zjadic
Lillian Truglio	Tracy Detata	Nicki Francis
Alana Metaxas	Jess Stojkovski	Mary-Jean Simms
Hayley Tait	Kathryn Peake	Danielle Santoro
Wendy Ugarte Da Silva	John Mason	
Karen Cadd	Claudia Mottoloni	

Apologies

Rena Davis	Emma Miller	Carolynn Spence
Fiona Henry	Sarah Walsh	Suzanne Roach

1. PRAYER

2. CONFIRMATION OF PREVIOUS MINUTES

The minutes of the meeting held on Wednesday 28th February 2018 were confirmed as a true and accurate record. Forwarded by Tracy Detata and Karen Cadd.

3. CORRESPONDENCE INWARD

- None

4. CORRESPONDENCE OUTWARD

- None

5. PRINCIPALS REPORT – Mr Andrew Kelly

Wednesday, 21 March, 2018

Learning

- Enrichment program testing was completed by Tanya Atherton on March 12 for Years 4-6. I have received the results back and will be speaking to staff about where to next.
- 13 staff attended the Walker Learning PD, which is play-based learning. Small steps and it was great affirmation for the ECE staff that they are doing looks of great play-based learning already.
- ECE Speech Screening for Kindy children was completed by Michelle O'Donnell.
- Jason is currently in Melbourne attending the Future Schools Conference.
- Our Student Leaders went to the GRIP Conference and had a wonderful time learning about inspired leadership.
- Test Books and Writing Books will go home this week in Years 3-6. K-2 are using See-Saw to communicate learning to parents.
- Present the current School Improvement Plan to the Board.

Engagement

- Swimming Carnival was great. Well organised, good atmosphere and lots to celebrate. Thanks to Rob for organising the carnival and to all staff and parents who helped out on the day.
- New Board Induction was last Wednesday, March 14, at the CEO, Perth. Thank you to Tania, Antony and Adrian for attending.
- The KidsMatter Action Team met twice, once to be involved in the Webinar and the last meeting was to discuss how our school could implement KidsMatter. More to follow.
- Since this year is our school's 30th Anniversary, I am asking for parents to form a small group to tackle this and help celebrate coinciding with our St Luke's Feast Day. I will allocate a budget and will ask the P&F to contribute funds too.
- We wish our Interschool Swimming Team the very best tomorrow at the carnival.

- I have booked URSTRONG to work with children and parents on Tuesday, 22 May to help build positive friendships and give parents and children the tools to build stronger relationships. Show poster.
- I have booked Paul Litherland who is an ex-police officer to come and talk to our students and then parents about cyber safety on Monday, 13 August.

Accountability

- We have currently 56 Kindy children enrolled for 2019. Only four places remaining.
- I have informed parents that Kindy will be going three full days from term two in line with other schools and to meet the minimum of 15 hours.
- I am completing paperwork to complete the application for a Three Year Old Kindy from January 1, 2019.
- The new classroom furniture for Years 4-6 has been ordered and will arrive in stages throughout term two.
- Still waiting to meet up with some builders about the Pre Primary Blue building.
- The car bays between K-PP and the Church have been remarked.
- Jason and Lechelle have looked at our newsletter, P&F Newsletter and other information going web based. Jason will be exploring this further. The web based version looks far more professional.
- At the start of the year I had the sand pits vacuumed and cleaned by Safer Sands plus had up to 15 cubic metres of sand added.

Discipleship

- It was a great turnout of green last Friday for St Patrick's Day.
- Thanks to Ang Papiccio, we had a wonderful celebration of cultures for Harmony Day. Well done to Ang and staff for making this a great day. Well done to the children and staff for getting involved.
- Mitch came to our school today to deliver MJR to the Year Five students and staff after school.

6. TREASURER'S REPORT – Hayley Tait

Opening Balance 28 Feb 2018	\$	53,122.75
Income/Expense*:		
P&F Federation Affiliation Fee	\$	(1,767.90)
P&F Insurance	\$	(142.62)
Holt Music-Disco Deposit	\$	(200.00)
Footy Tipping	\$	900.00
Closing Balance 21st March 2018	\$	51,912.23

7. GENERAL BUSINESS

- One of the members requested that the P&F fund a new oven for the Kindy area – the school will get back to us in relation to this
- One of the members raised that there is currently some confusion around the official St Luke's opening day / year. The official opening and blessing of the school was Sunday 2nd of April 1989 however children and staff were there from February. Members discussed whether 30th anniversary celebrations should be on the anniversary of the official date or St Lukes day. Discussions to continue.
- Tracy raised that next year the leavers shirts are not available. Would it be possible to put 30th anniversary on the shirts. This will continue to be discussed at future meetings.
- Mr Kelly spoke about the Kids Matter program and advised that the related poster will be sent out in the next couple of weeks.
- There was discussion around the gifted and talented program and it was confirmed that it will be rolled out. This program gives teachers an idea of where the students need to be extended.
- One of the members asked if the school could buy a red carpet so that it could be used every year. Most agreed that although this would be a nice to have, however getting the carpet cleaned every year would be a nuisance. Additionally it was discussed that sometimes red carpets are included in the DJ's music packages and therefore not really necessary to purchase separately.
- Alana advised that there would be a busy bee in a couple of weeks of the store room and kitchen. At this stage the Busy Bee will be held on the 4th of April after drop off in the morning.

7.1 Items to Vote On

- Members asked if we could install an air conditioner in the Support Room. Kids that need extra help are taken there.
 - It was passed that a maximum of \$2,500 will be spent
 - Wendy Ugarte to draft a letter for Nicki Francis to use requesting a proposal for donation of an air conditioner for the school.

- Year 5 Shelving \$1200
 - All in favour of purchasing the shelving

- Locks for Year 6 Lockers \$3180
 - A number of comments were raised from members as follows
 - What happens if a lock gets lost? Locks will stay at the school
 - There was clarification that the purchase of the Lockers have been funded by the school
 - Some members felt that \$60 a lock is a lot of money to spend, however the school is looking forward to the extra space that will be created as a result of the installing the lockers. Additionally the children will learn about time management
 - Are expensive locks really required? Ipads will also be stored there so yes.
 - Will the children be spending too much time opening up their locks? Again, they will learn about time management.
 - Will there be a warranty with the locks? The school will confirm
 - Perhaps a few more than 60 will need to be ordered.
 - It was passed by a majority vote that the locks be purchased

- Jess Stojkovski asked if the school would like to participate in Spare Parts in the under cover area.
 - If so a Bin is required
 - The Bin would be kept in the undercover area
 - The above will continue to be discussed at future meetings.

8. Raffle

Raffle drawn by Alana Metaxas and won by Hayley Tait

9. MEETING CONCLUSION AND NEXT MEETING DATE

Meeting concluded 8.00pm.

Next P&F Meeting to be held:
Wednesday 16th May 2018 @ 7.15pm