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

FOR THE MEETING HELD ON: 27th May 2015
COMMENCING AT 7.30PM

Attendees:  Apologies:
David Hunter  Nicki Francis
Tracy Detata  Lianne Noonan
Antony Vlahov
Rebecca Mackie
Natalie Campbell
Those recorded in the attendance book

1. CONFIRMATION OF PREVIOUS MINUTES
The minutes of the meeting held at on Wednesday 22nd April 2015 were confirmed as a true and accurate record. Forwarded by John Mason and seconded by Irenie Tasselli.

2. CORRESPONDENCE INWARD
Boost Juice thanked the P&F for the opportunity to have a van at our Evening on the Green fundraiser last month, and have forwarded a cheque for $75. The Australian Charities and Not for profit commission contacted the P&F to advise us that unless a report was submitted we would be deregistered. Tracy Detata has contacted them and will complete the steps required to continue our registration. A large range of fundraising pamphlets were received.

3. CORRESPONDENCE OUTWARD
Nil
4. PRINCIPALS REPORT – David Hunter

New Carpet – Purchase of new carpets for classrooms has been arranged to be laid over the holidays. Desks and classroom furniture will be cleared from the classrooms prior to the holidays and part of the pupil free day on Monday, 20th July will be used by staff to replace the furniture into classrooms ready for the children on the Tuesday.

School Climate Survey – Thank you to the parents who completed the school climate survey. We had a 50% return rate which was a bit disappointing but enough to make the collective responses valid. The leadership team will be attending a seminar in June to help us interpret the results of the survey.

Strategic Plan – Catholic schools are now required to have a 3 year Strategic Plan endorsed by the school board which outlines the direction and goals the school expects to follow in the future. Principals are still receiving information and training as to the scope of these plans and the detail required. The strategic plan will detail initiatives the school will be undertaking in terms of classroom learning and any associated new programs, capital development and school review programs. Timeline is end of year. Parents from the P&F executive will be invited to comment on the draft plan once it has been formulated.

ICT Plan and Policy – We are currently reviewing the school policy with regard to student ICT use in the school in light of recent changes to the catholic education network. The document currently in draft form will incorporate reference to mobile devices, email use, and safety. When finalized, it will require signatures from parents and in some cases students, similar to the old policy. We are also looking to write a new 3 year ICT plan providing a clearer direction as to computer hardware, expenditure and teacher training.

Skoolbag – The school is about to trial a phone app that links all the different electronic protocols the school uses to disseminate information to parents. In short, a one stop shop for school communication. Mr Baker will demo some of the uses. P&F parents may wish to be part of the trial.
New Family – We have 2 new students from a family currently seeking asylum who will be commencing school next Wednesday. They are PP age and year 5. They are currently living in Madeley and have no form of transport to get to and from school. If a family living in the area is able to assist by picking the children up in the morning and dropping them home at the end of the day, it would be greatly appreciated.

5. TREASURER’S REPORT – Antony Vlahov

Bank balance at at 27th May 2015 is $62,092.76
Receipts since last meeting totalled $7289.65
Mother’ Day Stall – $1,160.20
Pie Days – $2,369.45
Father/Son Camp - $3,760.00
Payments made since last meeting,
Bop Til You Drop $294.25 (50% deposit school disco)
Footy tipping prizes $200.00
PFFWA (Affiliation) $1,696.17
Catholic Church Insurance (Public Liability) $146.62
Invoices to be paid.
St Luke's Catholic School $13,195.70
Mathletics – $5,796.00
Bus for Camp – $3,080.00
Drink fountains – $4,319.70

6. FUNDRAISING REPORT

Nothing to report

7. BOARD REPRESENTATIVE REPORT – Nikki Barrett

A planning consultant from the Catholic Education Department has recommended that the Kindy room re-development into the uniform shop to be put on hold for the time being, due to the change of classroom numbers changing schools funding.

8. GROUNDS REPORT

Ray continues to collect pavers to pave outside the Year 3 classroom as an overflow area for the children.
9. REVIEW OF ACTION LIST – Tracy Detata

Facebook page – The position for a school Facebook coordinator has become vacant and is asking for a parent to take on this role – it will be advertised in the upcoming newsletter.

P&F future meetings – The scheduled dates for Term 3 meetings have been changed and will be advertised in both the newsletter and the Schools website.

Items to be voted on –

- Mathletics Subscription Yrs 4-6 $5269 ex GST (Funding will continue as per previous voting)
- Bus transport to Logue Brook camp $2800 ex GST (Funding will continue as per previous voting)
- 4 stand-up tables for 3B and 3W $1000 (Vote passed unanimously in favor)
- Kindy shelving in outside storeroom Quote being sought (Quote needs to be arranged and will be brought up at future P&F meeting)
- 3 new shade sails for the P&F funded playground $6000 approx' (Vote passed unanimously in favor)
- New portable PA system $2400 (Vote passed unanimously in favor)
- Veranda awnings kindy Quote being sought (Quote needs to be arranged and will be brought up at future P&F meeting)
- Maths resources middle primary (mainly yr3&4) $1000 approx' (Vote passed unanimously in favor)
- Cubby house PP (NQS) $1000 approx' (Vote passed unanimously in favor)
- 6 open ended shelving units for kindy $1000 approx' (Vote passed unanimously in favor)
- Kindy Maths equipment (NQS) $2000 approx' (Vote passed unanimously in favor)

10. GENERAL BUSINESS

Paving around netball court – A parent asked whether the paving along side the netball courts can be repaired as it is starting to collapse, and is worried about it being a safety issue. David commented that he was not sure whether it was a school or council issue, and will follow this matter up.

Parent directory – It was asked whether the school has a directory linked to its Facebook page. It was stated that although there is one, it is not well used, and perhaps when a new Facebook coordinator takes over it can be improved and
advertised more.

_Assemblies_ – A parent rose their concern as to the change of assemblies to a fortnightly basis. Worried that the Year 6 students will miss out on the opportunity to run them. David Hunter answered that they are happy with the fortnightly trial at the moment, however understands their concern.

_Kindy area sandpit_ – A parent enquired as to the quality of the sand in the Kindy play area, saying that it needed to be cleaned and added to. David Hunter stated that it can be placed on the list of things to do at the next busy bee.

11. Door Prize
The P&F door prize was drawn by Antony Vlahov and Angela won the prize of a bottle of wine at the end of the meeting.

12. NEXT MEETING
Wednesday 24^{th} June 2015
7.30pm
St Lukes' School Library.

13. Meeting closed – 8.20pm