



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

**FOR THE MEETING HELD ON: Wednesday 22nd February 2017
COMMENCING AT 7PM**

Attendees:

David Hunter	Jason Baker	Kym Spencer
Lillian Truglio	Antony Vlahov	Fiona Henry
Alana Metaxas	Georgia Millad	Fiona Natoli
Hayley Tait	John Mason	Tania Rego
Kathryn Peake	Jenny Bulloch	Erin Gaunt
Sandra Sojka	Lulu Puca	Louisa Logan
Melissa Magistro	Katie Hastie	Jess Stojkovski
Rena Hilder	Irenie Tassell	Danielle Santoro
Jen Sharpe	Jodi Lyra	Karen Cadd
Angela Testa	Suzanne Ryan	Daniella Suggan
Amelia Gunner		

Apologies:

Nikki Francis	Sarah Morrow	Nikki Barrett
Kylie Robins		

1. PRAYER

2. CONFIRMATION OF PREVIOUS MINUTES

The minutes of the meeting held on Wednesday 26th October 2016 were confirmed as a true and accurate record. Forwarded by Jess Stojkovski and seconded by Karen Cadd.

3. CORRESPONDENCE INWARD

- Fundraising pamphlets – especially for Mother’s Day ideas

4. CORRESPONDENCE OUTWARD

- A Thankyou letter to Dr Anne Aly MP – for providing our Bouncy Castle for the Evening on the Green valued at \$200.
- Letters to: Woolworths, IGA and Meat Connoisseur asking for any donations for our Evening on the Green night.
- Letter to Bunnings requesting the opportunity to hold a sausage sizzle in 2017 as a fundraiser.

5. PRINCIPALS REPORT – Mr David Hunter

Parent Teacher Evenings

Thanks to members of the P&F executive who attended the welcome night for our kindy parents, particularly Hayley Tait for delivering the P&F information. Many thanks for supplying the refreshments and nibbles.

New School Times

The children have adapted well to the new start and finish times and have generally settled in well to their new classes. There have been a few teething issues with supervision in the mornings and pick-up in the church drive-through on Monday afternoons. I will be meeting with staff next Tuesday to discuss the possibility of opening doors 5 minutes earlier than is currently happening. This should allow more time for parents choosing to accompany their children in the mornings to visit more than one class before the commencement of classes at 8.35am. At the conclusion of the school day, on Mondays, the parish friendship group meets and apparently had not been made aware of the drive-through commencing at 2.30pm. The parish council and Father Remi are aware of this and seeking to assist us in remedying the problem.

SEQTA and emails

I apologise for the fact that there has been an issue with some seqta emails not reaching their intended mark causing a delay in setting up new parents with seqta log- ins. I believe this has been fixed and these were sent out this week.

Kindergarten 2018 enrolments

These are being done much sooner than in the past. I am trying to schedule interviews for parents of prospective students over the next 3 weeks with letters of offer as soon as possible.

New Principal Appointment Process

A representative from CEWA will be briefing the staff followed by board members next Wednesday. The staff will be briefed at 3.30 and the Board at 5pm.

6. TREASURER'S REPORT – Antony Vlahov

- Bank Balance as at 22nd February 2017 is \$29,032.42.
- Receipts since last meeting totalled \$13,553.10:
 - P&F Levies \$8,596.70
 - Entertainment Books \$1,443.00
 - Parents Christmas Party \$1,286.50 (Cash on night)
 - Kindy Cake Stall \$863.55
 - Pie Day income \$633.30
 - Boost Juice Van \$353.00
 - Anne Aly sponsorship \$200.00
 - Footy Tipping \$150.00
 - Interest \$27.05
- Payments made since last meeting \$10,254.94:
 - Year 6 Camp \$4,064.86
 - Flags & Marquee \$2,390.00
 - Evening on the Green \$2,200.00
 - St Luke's Day \$713.60
 - Parent Info Night \$361.09
 - Art Exhibition morning tea \$250.00
 - AGM \$183.89
 - Gift for Tracy Detata \$91.50
- Outstanding Deposits - Nil
- Invoices to be paid:
 - Castles WA \$200.00 (bouncy castle for Evening on Green)

7. BOARD REPRESENTATIVE REPORT – Jess Stojkovski

Nothing to report

8. ACTION LIST

Nothing to add as yet.

9. GENERAL BUSINESS

- Request for Basketball uniforms – Mr Hunter to check with Mr Nosedo whether new uniforms had already been purchased
- Auditor still required for P&F – Jess Stojkovski will pass on a name

- Kindy would like to look at installing some block out blinds - Jess Stojkovski will take this to the board for possibility of capital funding – and potentially some P&F funding
- Pie Day – potentially 2 volunteers have been found
- Parking – at drop off – do we have a clearly marked area on right hand side above crosswalk?
- Friday Running club – looking to start again – Mr Hunter will ask for teacher assistance
- Board looking at uniform shop improvements – to extend the shop now and add windows with minimal costs – parents have offered to assist to keep costs down (i.e. Builders etc.) P&F may be able to assist with some funding. Mr. Hunter still investigating with the Catholic Education office what is allowed with quantity surveyors and architects, and then depending on overall cost if we go ahead.
- Netball courts – blue markings are coming off onto shoes. Mr Hunter followed up with the supplier last year who said this was normal, especially after a lot of rain. Mr Hunter has contacted him again this month to ensure this is the norm.
- A year 2 mum has volunteered for a ‘Chalk’ fundraiser which sounds excellent, educational toys aimed at kindy – primary schools for those interested
- Lillian went through the role of a Class rep – they are not a spokesperson for the class, any complaints are to come straight to the school, and ideas to P&F
- Sunscreens – can teachers remind children to reapply at lunchtimes
- Swim lessons – has been raised many times over the years, previously it was done, however a number of reasons caused this to stop. A number of children didn’t partake in the lessons, the pool was available in winter not summer due to the number of students, and a number of complaints from parents re swim teachers. Being too many negatives made it not worthwhile to continue. Especially now with vac sim and after school swim programs.

10. DOOR PRIZE

Raffle drawn by David Hunter and won by Jodi Lyra.

11. MEETING CONCLUSION AND NEXT MEETING DATE

Meeting concluded 7.40pm

Next P&F meeting to be held:

Wednesday 22nd March 2017 @ 7pm.