



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

**FOR THE MEETING HELD ON: Wednesday 22<sup>nd</sup> June 2016  
COMMENCING AT 7.30PM**

**Attendees:**

David Hunter	Jason Baker	Tracy Detata
Rebecca Mackie	Antony Vlahov	Nicole Barrett
Julie Martino	Georgia Millad	Fiona Natdli
Hayley Tait	John Mason	Lillian Truglio

**Apologies:**

Leanne Noonan	Nicki Francis	Natalie Campbell
Sarah Morrow		

**1. CONFIRMATION OF PREVIOUS MINUTES**

The minutes of the meeting held on Wednesday 25<sup>th</sup> May 2016 were confirmed as a true and accurate record. Forwarded by Julie Martino and seconded by Georgia Millad.

**2. CORRESPONDENCE INWARD**

- Nothing to report

**3. CORRESPONDENCE OUTWARD**

- Letter to be written on behalf of St Luke's P&F thanking Andrea Mitchell for the \$500 donation.

**4. PRINCIPALS REPORT – Mr David Hunter**

- **Parkside Park – Shade submission**

Thanks to Fiona Natoli for doing all the groundwork and writing the submission on behalf of the school to request the provision of artificial shade for Park side reserve in their next budget.

- **Defibrillator machine**

The Board has approved the purchase of a Defib' for life machine for the school and parish. Any parents who would like to be considered in the training that is offered are welcome to apply.

- **Booklists**

As the suggestion of the P&F at its last meeting, Mrs Hunt is researching another supplier to compare with the current company that we are using for the delivery of book lists and stationery. Unfortunately the company 'Staples' were not prepared to be involved in the tender process.

- **Italian Room**

The School Board has approved the old kindy room to be refitted to become the Italian room for the remainder of the year. The room will be fitted out with more contemporary type furniture reflecting a more modern teaching learning space. If successful in improving the learning of children it could provide a pathway to other classrooms adopting the same.

- **Busy Bee**

Tentatively the 15<sup>th</sup> or 16<sup>th</sup> October – Still to be confirmed.

- **Reports**

Reports available tomorrow afternoon through Seqta. We are hoping this is the start of even better communication channel for parents, students and teachers into the future.

## **5. TREASURER'S REPORT – Antony Vlahov**

- Bank Balance as at 22nd June 2016 is \$30,988.55.
- Receipts since last meeting totalled \$8,470.60:
  - Pie Day income \$3,797.20
  - Andrea Mitchell MLA donation \$500.00
  - Father/ Daughter Camp proceeds \$6,940.00
- Payments made since last meeting \$4,149.25:
  - Footy Tipping Prizes \$250.00
  - Pie Day expenses \$3,292.63
  - Father/ Daughter Camp expenses \$460.00
  - Public Liability Insurance \$146.62
- Outstanding Deposits
  - Nil

- Invoices to be paid:
  - Pie Day expenses \$1,527.35
  - Nanga Bush Camp \$4,940
- Profit on Father/ Daughter Camp was \$1,000.00

## **6. FUNDRAISING REPORT**

- Uniform shop volunteers still needed
- Disco will now be in Term 3 to ease the events for the final term
- Parish Quiz night – it has been asked that the school community promote and support the St Luke's Parish quiz night on 10<sup>th</sup> September 2016
- Kindy cake stall – It has been proposed that the kindy class organise a cake stall for this years sports carnival as a P&F fundraiser.

## **7. BOARD REPRESENTATIVE REPORT – Nikki Barrett**

Nothing to report

## **8. GROUNDS REPORT – Tracy Detata**

Nothing to report

## **9. GENERAL BUSINESS**

- *Faction shirts* – David Hunter was asked whether the Pre-Primary students could find out which faction they were going to be placed in for Year 1, so that parents could order their coloured shirts. David has agreed with this and will pass it the message on to teachers.
- *Parent info' night* – It was asked to David Hunter whether it would be possible to have an extra section added onto the class meetings at the beginning of the year to outline what the students expectations were for each year level. David Hunter will discuss this with teachers and get back to the P&F.
- *Teacher/Parent communication* – A parent asked whether there was a protocol which was supposed to be followed in regards to keeping parents informed with what was happening in their child's classroom. It was apparent that some teachers informed parents on a weekly basis, whilst others not at all. David Hunter believed it was up to the teachers own discretion as to what they did.

## **12. RAFFLE**

Raffle drawn by Tracy Detata and won by John Mason

## **11. MEETING CONCLUSION AND NEXT MEETING DATE**

Meeting concluded 8:05pm

*Next P&F meeting to be held on*

Wednesday 27<sup>th</sup> July 2016

7:30pm St Luke's School Library.

