



# ST. COLUMBA'S CATHOLIC PRIMARY SCHOOL

## *Parents & Friends*

<p style="text-align: center;"><b>P &amp; F Association Meeting</b></p>	<p><b>Date 27 March 2018</b></p> <p><b>Venue Parish Centre</b></p>
<p><b>Present:</b> Allen McMahan (AMcM) Susannah Robinson (SR) Louise Deshon (LD) Rosie Parker (RP) Andrew McLean (AMcL) Esmeralda Soliano-Wood (ES) Louise Van Maanen (LVM) Amy Crothers (AC) Jessica Stacey (JS) Lara Tulett (LT) Dave Palermo (DP) Nicole Baroni (NB) Talia Huxtable (TH) Brooke Pink (BP) Neilsen DeSouza (ND) Roxy Mondello (RM) Shannon Whitfield (SW) Mitzi Bettridge (MB)</p>	<p><b>Apologies:</b> Margaret Williams (MW) Chelle Polglase (CP)</p>
<p>1.0 OPENING PRAYER – AMcM</p>	
<p>2.0 NOMINATION OF COMMITTEE</p> <p>The following volunteers / nominations were made for positions of the P&amp;F executive committee: President – Esmeralda Soliano-Wood; Vice President – Amy Crothers; Treasurer – Andrew McLean; Secretary – Louise Van Maanen. All nominations / volunteers were unanimously approved by the attendees at the meeting. The 2018 P&amp;F Committee is thus confirmed.</p>	
<p>3.0 CONFIRMATION OF PREVIOUS MINUTES</p> <p>Amendment – Angela Cuthbertson (incorrectly recorded as Anne).</p> <p>Minutes moved by JC and seconded by AC</p>	
<p>4.0 CORRESPONDENCE IN – nil</p>	
<p>5.0 CORRESPONDENCE OUT – nil</p>	
<p>6.0 PRINCIPAL'S REPORT</p> <p>Attached</p> <p>Confirmed by AMcL. Seconded by JC</p>	
<p>6.0 PRESIDENT'S REPORT</p> <p>Presentation of calendar of events held by P and F held in 2017 (attached). All parent reps to consider events of 2017 and respond with any relevant feedback to be considered for 2018. Explanation of role of parent rep in assisting school and P and F to run these events.</p>	



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<p>Suggestion – substitute bags for tea towels as end of year fundraiser - ND.</p> <p>Entertainment books normally arranged by Lorraine – AMcM.</p> <p>Confirmation that Fran Palermo will run disco this year - DP.</p> <p>Any guidance with the numbers that attended the events would be appreciated as this will assist the budget allocated to each event - ES</p> <p>Mothers day morning tea – suggestion to occur before school - AMcM</p> <p>Approved by AMcL and seconded by DP</p>	
<p>7.0 TREASURER'S REPORT</p> <p>Too early for a formal report but noted that the movie night raised approx. \$800 which was good due to high cost of movie night. Currently in the process of coordinating signatories for bank account which includes removal of Anne Reutens. AMcL</p> <p>Formal report will be provided ASAP - AMcM</p> <p>Query re previous treasurers report, specifically the funds raised by the Commonwealth student banking program – confirmed that report outlined funds raised in 2017.</p> <p>Approved by TH and seconded by ND</p>	<p>LVM to coordinate collection on signatories. AC and ES to visit bank with 100 points verification.</p>
<p>8.0 BOARD REPORT – nil at present.</p> <p>P and F has not nominated a board rep. Board meeting 28<sup>th</sup> March 2018. Call for volunteer – Neilsen De Souza volunteered. Unanimous agreement by all attendees at meeting. Therefore board representative for 2018 will be ND</p>	
<p>9.0 GENERAL BUSINESS</p> <p>List of fundraising and P and F activities for 2018 discussed. Need to add orientations. All events allocated as follows:</p> <p>Tea towels / grocery bags and orientations (Tues 20<sup>th</sup> Nov for kindy orientation 27<sup>th</sup> for Pre-kindy). – pre-kindy and kindy combined classes</p> <p>Grandparents day – Pre-primary combined classes</p> <p>Fathers day – year 1</p> <p>Sports day refreshment stall – Y2M</p>	



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Mothers Day Morning tea (11 May) – Y2L

St Columba's Day (9 June) sausage Sizzle – Y3

Parents movie night – Y4

Disco – Y5 in collaboration with Fran Palermo

DP offered to sponsor the coffee van at school sports day and ask for gold coin donation as fundraiser to P and F.

Mother's day - proposal of ideas presented including holding morning tea before school starts, increased budget, gift stall prior to morning (gold coin donation towards charity: Pregnancy Assist in North Perth or Ester Foundation). Date proposed 11<sup>th</sup> May. Unanimous approval of suggestions. LV

Blanket drive –suggestion that school support the St Vincent de Paul society – summary of their services was provided, information gained about their blanket drive which supports their homeless centres and at-risk individuals. Normally run at the beginning of May, therefore needs to be actioned quickly. Blankets can be new or second hand. Also can collect non-perishable food. Unanimous support indicated by attendees. Proposed to commence ASAP until end June. Details to be provided in newsletter - TH

Fete / Festival – suggestion as alternative or in addition to colour run. Gaining support from local businesses. Run stalls within the school. Can be a very large fundraiser for the school – RP. AMcM – noted that fete planning usually takes approx. 12 months. Requires a large volunteer group with a large organisation required. If suggestion would like to be taken the possibly for consideration in 2019 (ideally term 1 or term 3). Needs to be run by a strong and driven committee with a considerable amount of planning. DP also noted the intense requirement to involve local community. Some of the larger fetes in the community take approx. 2 years to coordinate. Agreement by attendees to consider, gather more information and propose for next year.

Play equipment on top oval – “spider equipment” has caused multiple accidents. Requires a lot of maintenance. Has considered selling this equipment and purchasing alternative. Suggestion presented to P and F to replace with large multipurpose monkey bars from Funky Monkey – quote of approx. \$10k. Note that play equipment is a motivating item for fundraising as an idea to link with children fundraising.

RP to gather more information and propose for next year.

AMcM to report to P and F with accurate quote for consideration.



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<p>Smaller set of monkey bars in nature playground also proposed to replace nature mound – approx. quote of \$5k - AMcM. Unanimous approval.</p> <p>School Business Directory — process commenced last year but has not progressed. Can assist school to organise events such as mothers day (eg. Families that run bakeries) can be run as fundraiser or as community initiative- DP AMcM thinks it is a good idea as a community initiative. If we ask for donations from local business we need to include them in the directory as well as school community businesses. Option to gather contributions from local businesses to assist funding. Potential to link to facebook. Proposed to be a free service for school families.</p> <p>Uniform committee almost confirmed – more information to be included in coming newsletter. Committee will propose options to P and F and board. Multiple parents raised concerns about the sports uniform to be considered in addition to girls uniform. Note that formal uniform to remain unchanged - AMcM</p> <p>Recognition and “big thank you” to all Y2 and Lorraine and other Fathers for their assistance with the Camp Out. Each year becomes more involved with admin. Attendance approx. 70 families RSVP (approx. 63 attendees) – DP</p> <p>Query about WWC check – will be considered again as required for 2019.</p>	<p>AMcM to proceed</p> <p>LV to provide details previously collected to DP and SW</p>
<p>10.0 AGENDA ITEMS FOR NEXT MEETING</p>	
<p>The next P&amp;F meeting will be held on 15<sup>th</sup> May</p> <p>Meeting closed 8:04pm</p>	