

# **St Patrick's Parents & Friends Association**



## **P & F General Meeting**

**Date:** 31<sup>st</sup> May 2018

### **Attendees and apologies**

Sean C, Wendy B, Sonia M, Marcela F, Debbi M, Claire D, Pia S, Karen P, Bernard C, Evan S, Megan H, Monique C, Marita M, Fabiola D, Miriam F, Amy G

Apologies: Mell T, Meera I, Kylie H, Kellie T, Helen S

### **Rock and Water – Loretta Rapa and Cate Schyvens**

#### **P&F MEETING**

1. **Welcome and prayer**

2. **Principal's Report**

See Appendix 1

3. **President's Report:**

See Appendix 2

4. **Treasurer's Report**

Marcela gave a breakdown of the costs and revenue:

Bank Account Balances as at 29<sup>th</sup> May

Main Account	\$39,346.64
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- Investing \$15,000 in a 3mth Term Deposit
- Term Deposit matured 19<sup>th</sup> May Interest Earned \$136.79
- \$1,000 donation made to Sau Faupula Church
- Current Merchant fees year to date \$143.44

Lunch Orders going well

Term 1	\$4,450
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Term 2 to date	\$3,140
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#### P & F Events

Green & Gold Social	\$-50
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Mother's Day Gifts	\$155
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Family Photo Day	\$1,000
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## **5. CSP Report**

- Evan attended CSP North Shore Cluster meeting on 9th May (held at OLPS - West Pymble)
- Survey results from CSP Leadership Evening shared
- Discussions regarding ways to increase parent engagement (interest regarding what our school currently does – eg. Men in the Morning and Pretty in Pink)
- CSO can provide funding for initiatives - two proposals to be presented to CSO (resilience, family well-being/community)
- CSO can provide free cyber safety and 123-Magic talks for St Patricks parents - need to gauge level of interest (survey monkey). Suggestion to join with other schools in the area.
- Sweeter than Honey (July) and Walking the Way (August) retreats announced. Will provide details in next newsletter (both are free)

Sean asked parents in attendance what types of education they would be interested and explained some of the different options. Eg. mental health, wellbeing, 123-Magic, cyber safety. Parents expressed an interest in education that helps us learn the tools to deal with issues relating to anxiety and mental health. Evan S suggested sending a survey to parents to gauge interest and specific areas.

Sean also suggested asking police liaison officer, Steph Murray to talk to students. Bernard will chase up.

## **6. Class Parent Report**

Start of the year appears to be going well with our distribution of correspondence. We did lose a Year Parent in one of the older grades, but other Year Parents have stepped up and will cover what's needed.

We organised a Easter Egg Hunt for St Pat's families at Mills Park the week before Easter, which was well attended, and we can happily say kids were well stocked with chocolate for Easter weekend!

A few weeks ago, Year Parents were invited to attend a St Leo's matinee performance of Beauty and the Beast, accompanying our Years 3-6, and glad to say many Year Parents were able to go. It was a lovely morning.

With the fete committee gathering recently, we expect the beginning of fete correspondence to start going out shortly.

## **7. Uniform Shop Report:**

Transition to winter uniform is going well, with many parents ordering online which is very helpful.

We are fielding many questions about the date when all children must be in winter uniform, which we are unable to answer.

We have LOTS of second hand stock at the moment, so we are currently offering all second hand stock at half price. We will open this Friday 1<sup>st</sup> June (tomorrow) after Open classrooms and continue the sale until next Tuesday. We still seem to be getting more donations in than sales out though.

We are in the middle of organising payment of monies from second hand sales from last year and this year amounting to around \$2,500 to go to Hornsby Hospital Emergency department towards Paediatric resuscitation equipment. This is in addition to the \$460 donated to Project Compassion at the beginning of the year.

Question from parents regarding:

- sports uniform in winter. Confirmation that students can wear full summer uniform on sports days.
- tights for girls. Confirmation that tights optional for girls in winter. Bernard will put this into the newsletter

## **8. Canteen Report:**

With the help of all Volunteers after lunch service we are ensuring that the Canteen is kept clean and that surfaces and fridge seals are wiped down.

There are still some bread pallets left in the kitchen which need to be returned to Coles.

There is still an issue with the hand towel dispenser that needs to be resolved. The current supply of hand towels do not fit the dispenser on the wall.

I'm looking at introducing some new flavours of moosies and twisted frozen yoghurts. Same nutritional value as the current flavours we offer.

Suggestion to put labels on equipment to ensure that people know where the items (eg. platters / urns) belong.

There is currently a lack of space and an issue with people "dumping" of equipment.

Suggestions to solve current issues:

- let Meg H know what events are being used for the canteen so that she can know who to approach if items are left (this includes parish events)
- have a list in the canteen to state what needs to be done at the end of a shift by users.
- Erect a sign in the canteen to indicate that it is a shared space and what this means for people using it
- When parents are asked to bring food (eg. grandparents day), bring it on a disposable plates OR if parents choose to bring it in on a platter, they must collect it at the end of the day or it is donated / thrown.

## **8. Social Committee:**

- Committee asked the question to change trivia night to mid-September. Date TBC as September dates clash with other school events. Discussion regarding the purpose of the trivia night – not necessarily a fundraiser but a social gathering. Consensus that it was a successful event and should run again this year.

- Discussion regarding the venue. Will remain in the hall – first in, best dressed.

- Issue with PA system on the day. This will need to be rectified before the next trivia night

## **9. Paddy's Care Group:**

Nothing to report

### **9. Lunch Orders:**

- Marita away Weeks 1 – 4, therefore no lunch orders during this period. Option to have lunch order day on Fridays through class parents.
- Sean asked parents if there is interest and consensus was that this idea should go ahead.
- Year 6 have asked to do Pizza and Sushi on Week 2 and 3, Term 3. Debbi M coorindating this / liaise with Pia and Meera (class parent coordinators)
- Then: K/1/2 to do a lunch order day for Friday 27<sup>th</sup> July
- Years 3/4/5 to do a lunch order day Friday 17<sup>th</sup> August
- Pia and Meera to coordinate through class parents
- These will be set up through QKR.

### **10. 2018 Fete:**

- Fete committee has been established. At this point, we are looking for volunteers to run stalls.
- Monique (stall holder coordinator) addressed the parent group to indicate that we needed parents to run stalls on the day. There may be a hesitation regarding being thrown in the deep end.
- Suggestion to allocate stalls to different year groups.
- Email has gone out through class parents. Parent suggestion - there needs to be more advertising. Fete newsletter will be going out next week
- Suggestion to start a sign-up zone to get people to man stalls.
- Parent question - What are we raising money for? If parents were more about what the funds were going to, there may be more interest. Sean mentioned that in previous years we raised and held over funds to invest in bigger projects later down the track, such as the playground equipment investment.
- Parents will need to know the purpose in order to see what the benefit for them school and the school community. Bernard and Sean will discuss this further and communicate with the parent body.
- Market Day in car park is the same day at fete – Bernard will need to discuss options with them.

### **11. General Business:**

- **Photo day success** - Letter of thanks to Veronica from P&F for photo day. Sean to draft a letter

- **Grandparents Day** – change of date. Now the 31<sup>st</sup> July. Welcoming committee will be in touch with volunteers to work out if they can still help out.
- **Year 6 gift** – question regarding what has occurred to the clock? Bernard will investigate further.
- **Parent sharing interviews:** parent question regarding the purpose of the parent sharing interviews in Term 1. How does this work alongside the surveys that are filled out? Teachers have only taught the children for a week. How much information can be shared this early on. Bernard emphasised that this meeting is for parents to meet the child's teacher and for the teachers to get an idea of the children. General consensus was that this practice should continue. Parents are welcome to arrange a meeting with their child's teacher later in Term 1.
- **Coding:** Is it still occurring and for what year groups? Bernard to confirm and put into the newsletter so that students are clear about when it is on.

**Meeting Closed 8.50pm**

**Next Friday 24<sup>th</sup> August 9am**

## **APPENDIX 1 – Principal’s Report**

### **Religious events**

- ANZAC Day liturgy at school and at Hornsby
- The Dish
- Mother’s Day liturgy and celebrations
- Father Shaju installed as PP with the Bishop
- Parent reflection morning 15th June
- Plenary Council 2020

### **Events that are happening**

- NAPLAN - years 3-5; results back in August providing data for the teachers and feedback to parents; one test on one day; hopefully on line soon.
- Canberra year 6 and Bathurst year 5
- St Patrick’s social good time though numbers were done
- Enrolling time now
- Winter uniform after the June long weekend
- Friday assemblies have started
- Teachers are busily writing reports ready for our three way conversations on 4 July
- Pretty in pink is next week it’s a father daughter evening for children in years 4-6
- Enrolments
- 25 June Opening evening to catch some other parents
- Men in the morning tomorrow and open classrooms and coffee van
- Grandparents day 31 July 2018

### **Sporting events**

- School cross country last term
- A good team to cluster cross country
- 7 children to diocesan event - 2 going on with one reserve

## **APPENDIX 2:**

### **President's Report to P&F**

**Name: Sean Collins**

**Reporting period: 2018 Term 2**

This being my first P&F general meeting since I have assumed the role of President, I would like to thank and acknowledge past Presidents for their contribution over many years. From now until the AGM meeting in Term 4, I endeavour to fulfil the duties of the role to the best of my ability, with transparency and fairness in all actions.

I warmly welcome your comments, feedback and input on all matters where you think I and/or the P&F may be able to assist and/or should be focussed.

#### **Report areas / items:**

Men in the Morning – Our thanks to the volunteers for assisting with this in Term 1; remember our next session in on Friday 1<sup>st</sup> June. Peter Cleary & Mark Southan have volunteered to assist – I am grateful for this input.

Mother's day celebrations held on 11<sup>th</sup> May: I would like to thank the wonderful teachers and Bernard for organising such a special event... from the breakfast and other activities in the school - thank you so much. It was enjoyed by all mums.

Thanks to Debbi Miller and Sacha Towson and their group of Mum Helpers for all their work with the mothers day stall. Their time and effort in ordering and wrapping all the gifts is greatly appreciated. Thank you to all the parents who helped in any way.

The Green & Gold social happened first week back in Term 2. Many thanks to Marita & Wendy for all their effort to organise this. This was a successful night on a few levels. Those who attended let their hair down and enjoyed themselves; school community spirit was continued, and friendships revitalised. However, it has to be noted that numbers were down significantly on previous years. As a committee we are open to feedback and suggestions on how to make the event more appealing



and/or relevant to increase numbers for next year. A survey will be issued next week seeking your input – please complete it.

The Social Committee have a few other events planned for the rest of this year. I will let the social committee tell you about what they have planned.

Congratulations to Fr. Shaju who was Installed as our Parish Priest last Sunday at the 10am Mass, by Bishop Peter. The parent community look forward to a long and fruitful relationship.

### **Parent engagement and communication:**

I have been working with the school leadership team investigating possibilities to streamline and improve involvement & communication between 3 primary groups including school leadership, teachers and parents. We are currently trialling a software platform, an “App” is you wish, and will update you in coming weeks.

Fete 2018 – happening on 27<sup>th</sup> October. This is the 60<sup>th</sup> anniversary of the school also. Have you seen the Private Members tribute Matt Kean read out on Wednesday 30<sup>th</sup>? I encourage you to review it – here is a link : <https://www.facebook.com/mattkeanMP/videos/447527929032928/>

Fete planning is well underway at this stage. The core committees have been formed and are under the stewardship of Claudette Press and Marie Brownell as Fete Co-Ordinators. P&F Exec will provide support and guidance to all involved, while empowering the volunteers to be as effective as possible.

Additional volunteers are still needed, more specifically for running a stall.

It’s important to realise that during the 2016 Fete year, a significant amount of work was invested by all involved to document and record all pertinent information relating to the Fete.

This has been a huge advantage to the 2018 Committee, allowing them to get up and running super quickly. If you have a desire to assist, please come and see myself or any member of the committee; I promise you will not be swamped and left unaided.

Wishing you all the best for the remainder of the term,

Sean Collins,

President.