

**ST JOSEPH'S SCHOOL  
P&F MEETING**

**TUESDAY 14<sup>th</sup> February 2017**

**Commenced at 7:05pm**

<b>TUESDAY 14<sup>th</sup> February 2017</b>			
<b>Commenced at 7:05pm</b>			
<b>1.0</b>	<b>Welcome, Prayer and Apologies</b>		
1.1	<p><b>Present:</b> Melissa Fuller, Jenny Gorman, Travis Bienkowski, Belinda Curtis, Rebecca Lorimer, Karen Ruben, Natalie Williamson - Holley, Stacey Gaston, Sandra Bennett, Natasha Pitter, Tracey Clifford, Tessa Ferraro, Leesa Hall, Jodie-Anne Lunny and Naomi Edwards.</p>		
1.2	<p><b>Apologies:</b> Brooke Hammond, Nelly Barr, Simone Magno, Trish Rossell and Jen Stokes.</p>		
<b>2.0</b>	<b>Acceptance of Previous Minutes of Meeting</b>	<b>Action</b>	<b>Who/When</b>
2.1	<p><b>Review of previous Meeting Minutes.</b></p> <p><b>Executive committee for 2017:</b></p> <p><b>Co-presidents:</b> Melissa Fuller and Brooke Hammond.  <b>Vice president:</b> Belinda Curtis  <b>Secretary:</b> Rebecca Lorimer.  <b>Treasurer:</b> Jen Stokes.</p> <p><u>Accepted by:</u> Belinda Curtis</p> <p><u>Seconded by:</u> Naomi Edwards</p>	<p>Today's minutes to be reviewed and accepted at the next P&amp;F meeting</p>	

<b>3.0</b>	<b>General Business</b>	<b>Action</b>	<b>Who/When</b>
3.1	Principals report	See attached	Travis Bienkowski
3.2	Presidents report:	Code of conduct: Catholic schools must abide by a code of conduct. Visitors must wear a lanyard outlining the twelve statements following the code of conduct. Lanyards will need to be collected at the front office, where visitors are to sign in and out.	Melissa Fuller
3.3	2017 class reps	Kindy: Tessa Ferraro and Katie Simpson. Preprimary: Stacy Gaston and Sharleen Rutherford. Year one: Stacey Reynold and Tracey Clifford. Year two: Natalie Williamson Holley and Nelly Barr. Year three: Leesa Hall. Year four: Harrena Platell and Justine McAlinden. Year five: Simone Magno and Trish Rossell. Year six: Tash Pitter and Jen Deleo.	
3.4	<ul style="list-style-type: none"> <li>• Family fun evening</li> <li>• Buddy bench</li> <li>• Mother's Day:</li> </ul>	<ul style="list-style-type: none"> <li>• Steve and Rebecca Lorimer cooking BBQ. Belinda Curtis and Melissa Fuller serving. Serving food at 5. Activities finish at 7pm.</li> <li>• Melissa has sourced a quote from Draffin for Buddy bench. A buddy bench is a bench where a child can sit when they are feeling left out. Children will see student sitting on bench and ask them to join in. Cost of buddy bench \$695 + GST and \$150 postage. School received \$800 grant for buddy bench in 2016. It was passed by all to go ahead with purchase.</li> <li>• Mother's day photo booth discussed. Mother's day stall last year was successful. It was motioned and passed by all to hold another Mother's Day stall. A mother's day raffle will also take place.</li> </ul>	<p>Melissa Fuller</p> <p>PP Class reps will manage Mother's day stall.</p>

	<ul style="list-style-type: none"> <li>Fundraising:</li> </ul>	<p>Approach businesses for fundraising.</p> <p>Fundraisers throughout the year:</p> <ul style="list-style-type: none"> <li>Easter raffle (term one)</li> <li>Disco (term two June PJ party)</li> <li>Bingo night (August)</li> <li>Show gate (term three October Waroona Show gate)</li> <li>Cake stall (term three September sports carnival)</li> <li>Cook book</li> <li>Emma Blyth Painting</li> <li>Krispy cream donuts.</li> </ul> <p>Fundraisers will be discussed in further detail in next meeting to delegate coordinators.</p>	<p>Naomi will email Bunnings to organize dates for a sausage sizzle fund raiser.</p> <p>Melissa and Brooke happy to organize and facilitate Bingo night again.</p>
3.5	Treasurers report	<p>Total expenses: \$4753.08  Total moneys received: \$34565.95  Closing balance: \$9171.96  (see report attached for individual expenses)</p>	Melissa Fuller
3.6	Incoming:	<p>Letter from Karen Gear (education assistant) outlining the need for a defibrillator with in the school.</p>	Natalie Williamson-Holley has volunteered to look into grants.

**8.20 pm**  
Meeting Closed

**Minutes signed as true and correct:**

Rebecca Lorimer

14/02/2017

**Chairperson**

**Dated**

--	--

## **P&F Meeting – Principal’s Report**

**Tuesday 14<sup>th</sup> February 2017**

### **Welcome:**

- Welcome to our first P&F meeting for 2017. I’d like to welcome and thank the new and returning members to the P&F executive for taking on this important role within the school community and to those parents who have joined us this evening.  
I’d like to especially welcome Jenny Gorman to the P&F. Jenny has joined the school as the new Assistant Principal from St Joseph’s Pinjarra. I look forward to Jenny working closely with the P&F and for her input and ideas throughout the year.
- The staff and students have started the year exceptionally well. I would like to again thank the staff for the time and effort they have put into ensuring their classrooms were ready for day 1. Their dedication, strong sense of collegiality and genuine concern for the students in their care is outstanding – we are very blessed to have such a committed staff.
- There are currently 155 students enrolled at the school. We have welcomed 10 new students to the school so far this year with the possibility of a further 2 once their family home has been sold. Enrolments in the 3-year old playgroup has reached 23 children. This is a great result for Silvana and Sam who work so hard with this program. Most new enrolments have been as a direct result of people talking about the program out in the wider community.
- We have officially welcomed back to our staff, Ms Kate Vidulich, who has returned from her well-deserved Long Service Leave. And as previously mentioned, we have welcomed Jenny Gorman to the school as the new Assistant Principal.

### **LEARNING**

#### **School Focus:**

- The school will continue to focus on mental maths strategies & fluency, spelling (using Diana Rigg), Explicit Direct Instruction (EDI), Walker Learning Approach and MJR. In 2017, the school’s focus will also concern Brightpath (which commenced midway through 2016), Prime Mathematics (especially in the Yr. 1 & 2), Coding (Yr. 5 & 6), Music Futures Program (Yr. 3-6) and the Fogarty Edvance Program (School Leadership).

#### **Fogarty Edvance Program:**

- Yesterday, Jenny and I attended the first Fogarty Edvance workshop for the year. As I mentioned to the P&F at the end of 2016, St Joseph’s was fortunate enough to be the only Catholic School in WA selected into Cohort 4. This is a 3-year commitment that the school has undertaken. We are also fortunate to have Tim Emery, a former Principal of this school, as our mentor. The program will assist the Leadership Team in developing strategies and using data to help improve learning outcomes within the school.

## **ENGAGEMENT**

### **Family Fun Night:**

- Thank you to the P&F for holding the Family Fun Night this Friday evening. The weather is looking as though it is going to be perfect and I hope the community responds by attending what is looking like being a fantastic evening.

## **ACCOUNTABILITY**

### **Parent Night:**

- The Parent Information Night was held last Thursday evening. Despite the poor weather, there was a pleasing turn out of parents in attendance. It was affirming to see the commitment by parents in supporting their child and the preparation and hard work of the staff. We tried something new this year to assist our parents, especially those with multiple children. Staff presented their information session twice and from the feedback I have received, the process seemed to have worked especially for our working families.

### **School Audit:**

- This Thursday 16<sup>th</sup> and Friday 17<sup>th</sup> February, the school auditors will be in attendance to complete the annual audit. As mentioned last year, we have new auditors completing the audit process and I'd like to thank Heather Brown for the work she has put into ensuring the materials required for the audit are easily accessible and ready for them to complete their job.

## **DISCIPLESHIP**

### **Whole School Mass:**

- We celebrated our first Whole School Mass in Week 1. The Year 6 class, with the support of Sophie Figueiredo, did a great job in preparing the Mass in such a short amount of time. Fr Gayan from the Pinjarra Parish was the celebrant in Fr Jay's absence and he commented on how well our students were prepared and involved in the Mass.

### **Commissioning Mass:**

- The Staff Commissioning Mass will be held on Sunday 12<sup>th</sup> March, commencing at 8:30am in the Church followed by morning tea to be held in the school staffroom. An invitation to all School Board members and the P&F Executive to attend this important Mass will be sent out in the next few weeks.

### **Sacramental Enrolment Meeting:**

- The Sacramental Enrolment Meeting will be held next Tuesday 21<sup>st</sup> February for all students seeking to receive the Sacraments of Confirmation, Holy Communion and Reconciliation this year.

I once again look forward to another productive year ahead working alongside you all and I feel very blessed to have such a committed group of people representing the St Joseph's community.

St Josephs Waroona P & F  
Treasurers Report

1 Nov - 31 Jan 2017

Opening Balance        \$10 522.44

Received

?? Bingo night.	\$370
Show gate.	\$3032.60
Sausage sizzle (Xmas concert).	\$63.35
Total.	\$3465.95

Expenses

Roast meat (bingo night).	\$370
IGA Wine/cheese.	\$163.08
Staff wish lists	\$3000
?? St Josephs.	\$750
End of year gifts.	\$150
Roses.	\$120
Thank you gifts.	\$200
Total.	\$4753.08

Closing Balance.        \$9171.96

Cash on hand    \$50

Pending

IGA account    -\$356.27  
Sausage sizzle(xmas concert) \$634.35 received