

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

**TUESDAY 13<sup>th</sup> March 2018**

Commenced at 7:05pm

<b>1.0</b>	<b>Welcomes, Prayer and Apologies</b>		
1.1	<b>Present:</b> Travis Bienkowski, Jen Stokes, Karen Ruben, Megan LeRoy, Natalie Williamson-Holley, Stacey Gaston, Leesa Hall, Simone Magno, Kelly Nottle, Bianca Wilson, Hayley Scott, Cassy Newman, Trish Rossell,		
1.2	<b>Apologies:</b> Sophia DeBont, Tracey Clifford, Jenny Gorman, Bec Lorimer, Belinda Curtis,		
<b>2.0</b>	<b>Acceptance of Previous Minutes of Meeting</b>	<b>Action</b>	<b>Who/When</b>
2.1	<b>Review of previous Meeting Minutes</b>  <u>Accepted by:</u> Leesa Hall  <u>Seconded by:</u> Bianca Wilson	The meeting minutes to be reviewed and accepted at the next P&F meeting	

<b>3.0</b>	<b>General Business – AGENDA ITEMS</b>	<b>Action</b>	<b>Who/When</b>
3.1	Correspondence in:  Correspondence out:	Bendigo Bank Grant Shire \$800 grant – major fundraiser Art proposal from Nila P&F Affiliation Fee \$605 and invitation to Seminar Just for Fun Aqua Park return to sender – certificate of appreciation Cadbury Fundraiser School run for fun fundraiser Dolarmites fundraiser Various Mother's Day Fundraising Fundraising Catalogue  Charities and Not for profit report	
3.2	School Board Report	P&F Rep to the board vacancy to be filled.	
3.3	Principals Report	P&F Meeting – Principal's Report  Tuesday 13th March 2018  LEARNING  Fogarty EDvance Program – Expert Engagement:  · On Monday 19th February, the staff attended a Numeracy PD facilitated by Paul Swan as part of an expert engagement program we are undertaking this year with Fogarty EDvance. Paul Swan and Paul Woodley will be working closely with the staff throughout the year in the teaching and assessing of Basic Number Facts. This Numeracy focus matches one of our identified areas of development on the school's Placemat. I will keep the P&F informed of any further information regarding this initiative.  Whole School Testing:  · Over the past couple of weeks, PP-Year 6 have been completing whole school standardised testing. This is the first time the school has completed standardised testing in Term 1 as it has usually been completed in Term 4. It is envisaged that the data teachers gain from completing these tests will assist them in future planning and highlight areas of student strength and weakness. The data will also be collated and added to the whole school data wall as part of the Learning initiative within our Fogarty Milestones. It will allow the Leadership Team and staff the ability to monitor student progress over the year and address concerns when and where they arise.  ENGAGEMENT  Swimming Lessons:	Travis Bienkowski

· We are currently in the final week of Swimming Lessons and from all accounts, they have been very well-received by our students, who have enjoyed being able to cool off at the pool each day.

#### Swimming Carnivals:

· The Years 3-6 Faction Swimming Carnival will be held on Friday 6th April. It promises to be an enjoyable day for all involved and I would like to thank Amy Rimmer in advance for her support and assistance in preparing the carnival and organising the students into their races. Following the Faction Swimming Carnival, a team will be selected to represent the school for the first time at the Interschool Swimming Carnival on Wednesday 11th April.

#### Year 6 Camp:

· Next week, the Year 6 students, Tori Johnson and I will be attending the Year 6 Camp. It will be held at Woodman's Point in Coogee with a day trip also planned for Northbridge & Fremantle. This year's camp will be an adventure camp with the students participating in a wide range of exciting activities each day.

#### Coles Sports for Schools:

· I'd like to thank Amy Rimmer for organising the school's participation in the Coles Sports for Schools promotion this year. The school has made a great start. Please keep encouraging family and friends to collect tokens to help support St Joseph's School in acquiring new sport equipment.

#### ACCOUNTABILITY

##### Parent Teacher Meetings:

· On Monday 9th April (the final week of Term 1), all teaching staff from Kindy to Year 6 will be conducting parent teacher meetings as part of the school's reporting procedure. Class teachers will again provide parents with a Personal and Social checklist which will form part of the discussion at the meeting. The purpose of these meetings is to have a 10-15-minute discussion about each student, giving parents an overview of their child's academic and social/emotional progress before the Semester 1 report is received at the end of Term 2.

##### TTFM (Tell Them From Me) Parent Survey:

· As part of the Fogarty EDvance program, the school is again taking part in the TTFM survey. This important survey will provide the school with valuable information to assist it in its improvement agenda. Once the survey is completed and the data provided to the school, we will be able to analyse the results and make comparisons to last year's results. In doing so, the school can highlight areas of improvement and areas that need further development. The closing date for the parent survey is Tuesday 20th March. Access to the survey online can be found at: <https://www.tellthemfromme.com/stjoseph> or alternatively, you can access a hard copy of the survey from the front office.

#### DISCIPLESHP

##### Commissioning Mass:

· Thank you to the P&F Executive members who were able to make the Commissioning Mass held on Sunday 25th February. It is always a great opportunity for the Staff, School Board, P&F and Parish to come together as one community.

##### Holy Week:

· On Holy Thursday (29th March), the school will have its annual Easter Hat Parade & P&F Easter Egg Raffle. The Year 2 class will be organising the Whole School Easter Mass commencing at 9am in the Church. During the week, students in Years 4-6, will also receive Reconciliation with Fr. Jay.

		<p>St Patrick's Day Festivities:</p> <ul style="list-style-type: none"> <li>This Friday 16th March, the school has been asked to come dressed in green to celebrate St Patrick's Day. Students have been asked to bring a gold coin donation which will go towards the missions. The Year 3 class will lead the whole school in the St Patrick's Day Mass commencing at 1:30pm in the Church. Thank you to the P&amp;F for their fundraising initiative with green items being sold in the canteen at Recess.</li> </ul> <p>Family Mass:</p> <ul style="list-style-type: none"> <li>The Year 3 class have been invited to attend Mass this Sunday 18th March. Following Mass, families are invited to join the Parish in morning tea at the Josephite Centre.</li> </ul> <p>MJR PD:</p> <ul style="list-style-type: none"> <li>The whole staff will be attending a MJR PD Day on Monday 19th March. This will be a wonderful opportunity for the staff to learn more about this wonderful program that we use at school.</li> </ul> <p>Chrism Mass:</p> <ul style="list-style-type: none"> <li>The Year 6 class will be attending The Chrism Mass at St Patrick's Cathedral in Bunbury on Tuesday 27th March. During this Mass, the oil used for anointing during the Confirmation ritual is blessed in a special ceremony.</li> </ul>	
3.4	Treasurers report	<p>As attached</p> <ul style="list-style-type: none"> <li>See treasurers report for money received and expenses</li> </ul>	Jen Stokes
3.5	<p>General business</p> <ol style="list-style-type: none"> <li>P&amp;F Storeroom cupboard cleanout</li> <li>Popup movie night in mid-October (replacement family fun day).</li> <li>School Fundraising</li> </ol>	<p>Clean out cupboard, a lot of open stuff thrown out. If morning tea items are required, bingo accessories, fairy floss machines</p> <p>Tracey will report findings at next meeting. Has measured oval for screen size</p> <p>St Patrick's Day Recess Canteen Fundraiser</p> <ul style="list-style-type: none"> <li>On Friday 16<sup>th</sup> March (last day of swimming lessons). Donations of green items to be sold in canteen. Bianca Wilson to co-ordinate with year 3 and 4 classes for assistance.</li> <li>Cost \$1 for items</li> <li>Computerised reminder message to be sent out Thursday</li> </ul> <p>Easter Raffle</p> <ul style="list-style-type: none"> <li>Tickets sent out to all families. Being held Thursday 29<sup>th</sup> March in the afternoon prior to leaving school approx 2.45pm. Kelly Nottle and Janice DeRossa to organize draw. Easter items are gradually accumulating in the office. Items to be wrapped in the evening prior at Simone's.</li> </ul> <p>Mother's Day Stall</p> <ul style="list-style-type: none"> <li>Stacey Gaston ordered items.</li> <li>White gift bags donated by Mothers Day store</li> <li>\$542 outlay and banked \$951 profit around \$300</li> </ul> <p>Crispy Crème Donuts Fundraiser.</p> <ul style="list-style-type: none"> <li>Megan LeRoy coordinating with the Year 4 class end of term two. Dates to be confirmed next meeting.</li> </ul> <p>Fathers Day Stall</p> <ul style="list-style-type: none"> <li>Information to be looked into further</li> </ul> <p>Quiz night.</p> <ul style="list-style-type: none"> <li>\$800 from Shire to go towards buying prizes to decrease amount of chasing from local businesses.</li> </ul> <p>Bunnings Sausage Sizzle at Halls Head.</p> <ul style="list-style-type: none"> <li>Travis will look in to possible dates and advise committee.</li> <li>Dates booked Sunday 9<sup>th</sup> September and Sunday 4<sup>th</sup> November</li> <li>Committee prefers Sunday 4<sup>th</sup> November</li> </ul>	<p>Simone Mango, Kelly Nottle</p> <p>Tracey Clifford</p> <p>Bianca Wilson</p> <p>Travis Bienkowski</p> <p>Simone Magno, Karen Ruben, Kelly Nottle and Leesa Hall</p> <p>Stacey Gaston</p> <p>Tracey Clifford</p> <p>Megan LeRoy</p> <p>Simone Mango</p> <p>Travis Bienkowski</p>

	<p><b>Woodraffle</b></p> <p>Silent auction Eagles picture</p> <ul style="list-style-type: none"> <li>Father's day raffle to be organized August/September</li> </ul> <p>Show gate</p> <ul style="list-style-type: none"> <li>It was discussed a member would need to attend the Ag Show Committee and liaise regarding the show gate. Jen Stocks to enquire and Simone to Co-ordinate with office</li> </ul> <p>Markets Catering</p> <ul style="list-style-type: none"> <li>Lions Trailer to possibly use for catering at the Sunday Markets and shared with the Districts School. Karen Ruben happy to take up</li> </ul> <p>Colour Fun Run</p> <ul style="list-style-type: none"> <li>A big event – all families and friends to support and join in</li> <li>Run in afternoon during school hours</li> <li>Date to be confirmed around Term 4</li> </ul> <p>In speaking with Pat Dunne, the offer is still available for the school to utilise the Lions Market Day Van at the monthly Waroona markets. The popularity of the event has increased with the best turn out so far occurring at the previous market day. The markets operate on the 1st Sunday of each month – the P&amp;F just needs to provide a date when they would like to use the van.</p>	<p>Kelly Nottle</p> <p>Simone Magno</p> <p>TBA</p> <p>Karen Ruben</p> <p>Hayley Scott</p> <p>Travis Bienkowski</p>
4. Extra seating and benches	<p>Extra seating and benches</p> <ul style="list-style-type: none"> <li>Seating investigated by Travis and Lee</li> <li>Existing seating around library cannot be moved.</li> <li>Grants to be looked into Travis, Brad Vetalle close 30<sup>th</sup> March.</li> <li>School to possible fund and negotiate with P&amp;F once \$800 shire grant has been confirmed</li> </ul>	<p>Travis Bienkowski</p> <p>Simone Mango</p> <p>Kelly Nottle</p>
5. Camp Australia	<p>There will be a parent information meeting held on Monday 9th April at 9am in the Library by Camp Australia. This will be an opportunity for parents to learn more about the before and after school program and to ask questions. Before and after school care will commence at St Joseph's on Monday 30th April. I am hoping that our school community will support this initiative and working parents have a service they can utilise.</p>	<p>Travis Bienkowski</p>
6. Buddy Bench Signage	<p>It was suggested to approx. P&amp;F for a replacement signs to be perplexed rather than paper bluetacked to bench and being blown away. Quotes to be sourced and ideas investigated by Jen Stokes</p>	<p>Jen Stokes</p>
7. Retirement Lyn Della Franca	<p>After 34 years involvement with the St Joesph's community as a parent and staff member, Mrs Lyn Della Franca has announced her retirement effective at the end of Term 1. Mrs Della Franca is currently enjoying Long Service Leave, but as a school, we will acknowledge the significant contribution she has made to this community towards the end of this term. Contribution to Lyn to organize a morning tea, parents and staff. Bianca Wilson to coordinate. After Mass last day of term Friday 13<sup>th</sup> April. Mary MacKillop Rose to organised by Kelly Nottle. Money to be provided by the P&amp;F towards another gift.</p>	<p>Bianca Wilson</p> <p>Kelly Nottle</p>
8. Grandparents Day	<p>On Friday 27<sup>th</sup> July a Grandparents mass will be held in the church followed by morning tea in the library. Bianca Wilson is happy to coordinate the morning tea.</p>	<p>Bianca Wilson</p>

Meeting Closed - 8.20pm

Minutes signed as true and correct:

Natalie Williamson-Holley

Chairperson

Dated

Next P and F meeting: Tuesday 13<sup>th</sup> March 2018 @ 7pm

# St Josephs Waroona P&F Treasurers Report

13th of February to the 13th of March

**Opening Balance:**                      **\$13810.55**

**Received:**

\$0

**Expenses:**

School lighting                      \$3073.37

IGA                                      \$57.49

Year 6 Camp Bus                      \$1500.00

**Closing Balance:**                      **\$8118.29**

Cash on hand: \$50

Pending: Lions raffle money

