

ST JOSEPH'S SCHOOL

P&F MEETING

TUESDAY 11th September 2018

ommenced at 7.02pm

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

	Opening Pray		
3.0	General Business – AGENDA ITEMS	Action	Who/When
3.1	Correspondence in:	New Bank Account deposit books Colour explosion fundraising details Mr Whippie Fundraising Offer Curtis Electrical Quotes for new stove in canteen Donation of stove for canteen by the DeRosa Family P&F Levies \$3789	
	Correspondence out:	Completed ATCO Community Group Grant Waroona Shire Acquital for \$300 seating purchase	
3.2	School Board Report		Travis Bienkowski
3.3	Principals Report	Learning Learning Journey: Next Monday afternoon, the school will be holding a Learning Journey from 2:40-4:30pm. It will be a great opportunity for the children to share with their parents the learning experiences that they	Travis Bienkowski

have undertaken in the classroom throughout this term and during last semester. Parents will have the opportunity to ask relevant questions of their child, discuss their learning with them and be encouraging of their progress by providing supportive feedback.

APPA National Conference 2018:

From next Wednesday 19th until Friday 21st September, Jenny and I will be attending the APPA National Conference in Perth. This year's conference will explore the theme of visionary leadership with national and international speakers discussing a variety of educational topics.

Engagement

Faction Athletics Carnival:

The weather looked like it was going to derail this year's Faction Athletics Carnival however, it held off long enough to allow it to proceed. A huge thank you to Amy Rimmer for all the hard work she put into organising and preparing the students for the carnival. Congratulations to Claude who were the worthy winners of the overall shield and to all our champions and runner-up champions on the day. It was such a wonderful experience for all those in attendance to have the Superkids Superheroes pop in part way through the carnival. Thank you to Peter LeRoy for providing some vision of the day's event with the use of his drone.

Interschool Athletics Carnival:

Tomorrow, 40 students from Years 3-6, will represent St Joseph's at the Interschool Athletics Carnival to be held at WDHS. I'd like to wish all our competing students the very best in their endeavours, and once again thank you to Amy Rimmer for all the hard work she has put into organising this year's Interschool team. A big thank you also to the staff who will be in attendance and assisting on the day.

RU OK Day Event (Years 4-6):

The Years 4-6 students have been invited by WDHS to join them in this year's RU OK Day on Thursday 13th September. The students will watch a skate demonstration, join in a shared lunch and the Year 6 class will play a friendly game of soccer against the Year 6 students from WDHS. Thank you to Rebecca Sutton for organising this event with both schools.

Father's Day Breakfast & Mass:

There was a wonderful turn out of fathers and grandfathers at this year's Father's Day Breakfast. There were over 125 orders that needed to be cooked and prepared before school. A huge thank you to Kellie Nottle, Karen Ruben, Megan LeRoy, Bec Lorimer, Natalie Williamson-Holley, Jen Stokes and the school staff for their invaluable assistance. Thank you also to Mrs Mulholland, Mrs Gear and the Year 1 students for preparing the Father's Day Mass.

Accountability

Annual Staff Reviews:

I have had the pleasure of meeting every staff member over the past few weeks to discuss their current role and to explore possible options for 2019. The meetings have given me the opportunity to work with every staff member and guide them in creating personal goals that will assist them in their current role. These meetings are also crucial in assisting the Leadership Team to work out various options regarding where staff will be placed within the school in 2019.

Discipleship

Sacrament of Confirmation:

The sacramental programme for Confirmation has now commenced. Bishop Holohan will visit and speak to the Year 6 class on Friday 12th October, and then confirm 10 of our students on Saturday 13th October at 5pm. The start time has changed from the original 6pm timeslot.

3.4	Treasurers report	<p>Opening Balance \$8210.91 Received Father's Day Stall \$1142.50 (424.40 prof) Father's Day Raffle \$1258.00</p> <p>Expenses Bench Seating \$1086.00 Gift Bags (FD) 46.86</p> <p>Closing Balance \$9478.00 Cash On Hand \$50</p> <p>Invoices outstanding PA System share to be paid</p> <p>Query of \$300 Shire Grant being deposited to be confirmed</p>	Report as read Moved: Jen Stokes Seconded: Sophia DeBont
2.0	Business Arising	Action	Who/When
	P&F Positions	Rep to board and Kindy Rep still ongoing	Travis Bienkowski
	Extra seating and benches	<p>Extra seating and benches Grant received to Shire for \$300 Quote for two park settings from Felton Industries \$2327 plus GST Acquittal to be completed (Natalie has forms) The Mens Shed are happy to assist with installing Craig Barr and Lee Fitted. Tables have been ordered one to be purchased by the School the other by the P&F, Kindy's and Pre-Primary tables have also been ordered. Invoice copy to be provide to the P&F for payment to be made for one table setting and for Shire Acquittal</p>	<p>Jenny Gorman</p> <p>Natalie W-H to chase up information for payment for benches</p>
	Bank Changes	New Account is now set up	Finalised
	Father's Day Raffle	<p>1. Fathers Day Raffle – Wrap Up</p> <ul style="list-style-type: none"> • \$1258 raised drawn 31st August • 1st Prize signed eagles voucher – winner Sue Jones, • 2nd Prize Drakesbrook Hotel voucher – Rowland Family • 3rd Saavy Gift Pack winner Larry Tognela • 4th Prize Sir Toiletry package – Rylan Donovan. 	Simone Mango
	International Teachers Day Thursday 25 th October	Teachers to be awarded certificates containing comments from students. A presentation to occur at 2.45pm awarding these to teachers. A wine, cheese and nibbles afternoon to be conducted in the staffroom after school.	Natalie – to survey students and complete certificate and assist Karen & Jen for catering.

	<p>Colour Explosion Event Monday 29th October (date changed)</p>	<p>Colour Explosion Run</p> <p>Venue to be confirmed</p> <p>Online details to be confirmed once Details of Bank Account to be linked is approved</p> <p>Each student to be given personal code prior to event</p> <p>Students can choose their own prizes based on earnings.</p> <p>Pack includes an icy pole, certificate, own code, class posters and general information.</p> <p>Choice to purchase sunglasses to assist protecting eyes from colour powder.</p> <p>Pre-order Sausage sizzle/burgers at a cost conducted on the day. (Helpers Simone, Trish Rossell, Janice & Camille)</p> <p>Letter to be sent out to parents explaining event.</p> <p>Each student to receive their own sponsorship form containing a unique code for setting up online profiles. It was suggested to also recommend students wear a white shirt or old clothes.</p>	<p>Simone – Catering</p> <p>Natalie – Co-ordinator</p>
	<p>Show Gate</p>	<p>Roster for Show Gate Saturday 6th October has A couple of spare spots still.</p> <p>Simone and Natalie to attend Ag Show Meeting on the 20th Sept for details of requirements for the school.</p>	<p>Simone & Heahter</p>
	<p>Bunnings Sausage Sizzle Sunday 4th November</p>	<p>Bunnings Sausage Sizzle Fundraiser</p> <p>Roster to looked into when school is back from holidays.</p> <p>Travis to purchase drinks, bread and sausage on behalf of P&F and then be reimbursed.</p>	<p>Travis</p>
	<p>Popup free movie night Sat 10th November</p>	<p>Paid deposit for Hire of Equipment and attendant</p> <p>Purchase of a DVD prior to evening and obtain a licence.</p> <p>Looking at purchasing a new release like Incredibles 2 or Hotel Transylvania (which may have a lower licence rate due to not being a Disney film)</p> <p>Propose RSVP for numbers,</p> <p>P&F to sell lollies with assistance of teachers</p> <p>Save the date leaflet to be sent out advising families to bring own picnic dinner. Mr Whippie to attend selling icecreams giving the P&F 20% of profits.</p>	<p>Tracey Clifford</p> <p>Ongoing</p>
2.0	General Business	Action	Who/When
	<p>Roses for Year 6 Graduation</p>	<p>Seven Roses to be chosen for families now leaving the school</p>	<p>Jen Stokes to purchase</p>

	Thank you Gifts	No Executive committee thank you gifts for 2018	All agreed
	Canteen Stove	Quotes from Curtis for \$460.28 to install new circuit/upgrade a new stove (gas) New Stove Oven to donated by the DeRosa Family	Simone/Heather
	October Fundraiser	Crazy Sock Mission Fundraiser. Funds going to mission.	Year 4's
	Lion's Raffle	Lions Raffle to be reviewed towards end of year	TBC
	P&F Communication Concern	A message was received by Simone regarding a concern that information was not been communicated to families of the school. It was discussed the minutes that have been posted on the school website cannot be accessed via a smart phone. A website review on accessing minutes on the smart phones will be conducted. Executive committee to produce a P&F newsletter hard copy to send home.	Travis – investigate website access Simone/Nat/Kelly Newsletter
	Uniform Changes	Survey has reviewed. Further details to follow pending on costing and quotes.	Jenny Gorman
	Playground Grant	Quotes are currently being sourced on possible options to move and expand the playground and nature area due to new buildings of the Kindy room. Grant money has been requested, but there may be a short fall for funds which a request to the P&F may result with possible busybees to assist with construction.	Jenny Gorman
	P&F Committee Members for 2019	New members will be needed for the executive committee for 2019.	Simone and ongoing.

Meeting Closed - **8.25pm**

Minutes signed as true and correct:

Natalie Williamson-Holley

Chairperson

Dated

Next P and F meeting: 16th October @ 7pm