

St Patricks P & F Meeting Minutes

Monday 20 February 2017, 7pm

St Patrick's School Library

1. Opening Prayer – Meeting opened at 7.15pm

2. Present and Apologies

PRESENT

Davina Davies
Nerida Campbell
Karlie Moir
Kym Hamon
Shannon Beeck
Gerri Kowald
Emma McKinley

Debra Bearcroft
Bridget O'Neill
Karen Watson
Tania Edwards
Jocelyn Prosser
Megan Lydeamore

APOLOGIES

Christopher Smith, Katherine Anderson, Tara Ball

3. Confirmation of previous minutes

2.1 That the minutes of the P & F general meeting held 24th October 2016 are true and correct.

MOVED: D Davies

SECOND: J Prosser

4. Correspondence

IN

- Smart Gift Ideas – Mother's Day Gift Fundraising Catalogue
- Tulips with a Difference Fundraising Catalogue 2017
- Australian Fundraising Specialists Catalogue 2017
- Cadbury Fundraising Catalogue 2017
- Pocket Money Treasures Fundraising Catalogue 2017

OUT

- Sundowner flyer/RSVP
- Bulb catalogue flyer
- February 2017 Newsletter

MOVED: D Davies

SECOND: J Prosser

5. Principals Report - Mr Chris Smith read by Ms Debra Bearcroft in his absence

Report attached.

Moved: D Bearcroft

Second: B O'Neill

6. Treasurers Report - Mrs Kym Hamon

Bank Balances as of 20 February 2017;

P&F Account	\$10,294.10
Canteen	\$3487.94
Term Deposit	\$15,954.39

Note: Annual insurance to come from these balances.

Moved: K Hamon

Seconded: G Kowald

7. Business Arising / General Business

7.1 Meeting Dates for 2017

Proposed dates to be reviewed in conjunction with upcoming Term Planners.

Term 1: February 20

Term 2: May 15

Term 3: July 31

Term 4: October 16 and AGM

7.2 Fundraising / Friend-raising for 2017

7.2.1 Welcoming Sundowner

Friday 24 February, 5.30pm to 7.30pm, school undercover area.

Thanks to the following for their donation; BBQ hire donated by Katanning Rubbish Bin Hire (Kym and Troy Hamon), Bouncy castle hire from McIntosh, DJ music by Joseph Rose. We are very grateful!

Discussion regarding the bouncy castle supervision and insurance implications. Shannon Beeck and Chris Smith have met regarding this and Helen Robinson has given assurance that insurance will allow the bouncy castle. Supervision discussed during meeting to be by child’s own parents but later changed to 2 members of P&F executive will be monitoring all evening.

7.2.2 Bulbs

Catalogue distributed and to be returned by Tuesday 7 March. Hoping for delivery prior to end of Term 1.

7.2.3 Addidas Fun Run

Shannon Beeck gave an overview of the event as was discussed in 2016 meetings. Planned for Term 2. Shannon to discuss further planning with Chris Smith, Emma Ackland and Nerida Campbell.

7.2.4 Canteen Future

Kristy Rae has been a fabulous canteen coordinator throughout 2016 and Term 1 of 2017 but is stepping down. It has been extremely difficult to find replacements for this large role. To this end, Davina Davies and Kym Hamon presented a possible way forward so that the job can be split into 3 smaller roles, with 2 of those people not having to physically step foot into canteen. Please see attached forms for details.

General consensus was that this is the way forward. Bridgette O’Neill and Karlie Moir both nominated to take on 2 of the roles. Third person to be found before canteen can continue.

7.2.5 P&F class representatives meeting – not necessary in 2017 due to most representatives continuing in role.

7.2.6 Harmony Day Stall support

Deb Bearcroft outlined plans for a St Patrick’s stall at the festival to be manned in rotation by school staff. They would like to place promotional goodies into the Smart Start bags. Deb asked the P&F to support the purchase of promotional goods (water bottle stickers, ballons, bubbles etc) that could be used at this event and others.

Motion: To give St Patrick’s School \$500 to purchase promotional products for marketing purposes.
Moved: B O’Neill **Seconded:** K Hamon All in favour. Motion carried.

7.3 P&F Facebook Page Annual Review

7.3.1 Administrators - Administrators of main P&F page to remain Christopher Smith, Shannon Beeck and Davina Davies for 2017

7.3.2 Social Media Policy

Draft of P&F social media guidelines circulated. See Attached.
Megan Lydeamore suggested clarification of the wording ‘private page’ to the more specific term ‘closed’ which allow the page to be searched for by new families.

7.4 Annual Pledges

Proposed for 2017

Library	\$1000	
Sport	\$1000	
Pre Primary	\$1000	(C Smith to propose possible restructure)

Kindergarten	\$1000	
Year 6 camp	\$40 per student	
Arts Department	\$1000	(Proposed at 2016 meetings)

The proposed annual pledges for 2017 were discussed and resolved that for 2017 the pledges will be as per the motion below, but in each coming year all pledges are to be reviewed with particular reference to library and upper school who are not included in the 2017 pledges. Restructure in pledges for lower school is due to curriculum changes that stretch across Kindy, PP, Year 1 and Year 2.

Motion: That the following pledges be made to St Patrick's school in 2017;

Sport	\$1000
Pre Primary	\$1000
Kindergarten	\$1000
Year 1	\$1000
Year 2	\$1000
Year 6 camp	\$40 per student
Arts Department	\$1000

These departments shall be asked to provide information regarding the purchases made back to the P&F. **Moved:** D Bearcroft **Seconded:** N Campbell
All in agreeance. Motion carried.

7.5 P&F Representative to the Board

Position left vacant at close of 2016 AGM. This is not an elected position and Tania Edwards has since contacted the P&F executive indicating her willingness to take on the role. Since the first school board meeting for 2017 was prior to first P&F meeting the executive officially endorsed Tania at a special executive committee meeting. Please see attached minutes. Thank you to Tania for taking on the role.

7.6 Active After school

Karlie Moir asked if the school could look into the active after school programme run at the recreation centre. They have informed her that each school must apply for their children to be eligible to participate. Debra Bearcroft will investigate.

8.0 Next Meeting

Monday 15 May, 7.00pm, St Patricks school library

Meeting close 9.19pm