

# St. Columba's School



## St Columba's Primary School P&F Meeting

### Minutes

Tuesday 17<sup>th</sup> May 2016

1. **Prayer**
2. **Welcome**
3. **Attendance & Apologies**

3.1 **Attendance:**

Greg Martin, Jenn Debono, Verity Donovan, Steve Vincuillo, Abbie Ehrhardt, Tammi Doyle, Camille Goodlich, Sascha Harris, Alison Jarvis, Simonne Moretta, Nyssa Bull, Emma May, Bec Pileggi, Marinella Fasolo (Kindy Teacher), Jack Vanderklau, Eugene Potito (Year 4 Teacher), Kelly Allison

3.2 **Apologies:**

Nat Campbell, Mat McLaughlin, Jennifer Benfell, Jennifer Wishart, Carolyn Smith, Mark Pettit, Amy Gardiner, Rachel Cameron, Nada Clark

4. **Acceptance of Previous Minutes**

4.1 Moved: Steve Seconded: Jenn

Bec Pileggi attended meeting to go through some minor changes to the school uniforms. Please see below:

1. Online ordering of uniform will begin from next term - encourage parents to use it- more details to follow via newsletter and text
2. New polos for years 1-6 will be available from next term – similar to the Year 6 leavers' shirts. Can still use white polo shirt.
3. Uniform shop trying to keep stock on hand instead of having to preorder but a pre-order will happen for summer orders.
4. Next term there will be slight changes to the uniform pricing. Treasurer of the Board looked at prices of uniform compared to how much the school buy it at and has made some minor adjustments accordingly. Some items will be cheaper more and some will be slightly more expensive. The price changes will be sent out to parents shortly.
5. Bec mentioned that she is going to talk to Pre-Primary teachers about having a specific fitting day and order placing day for Pre-Primary kids going into Year 1 during school time. This is to aid parents in the transition from Early Childhood uniform to Senior uniform.
6. There's still no delivery date for backordered tracksuit jackets – they were ordered back in Feb. Looking for alternative supplier but so far no good.
7. Looking for alternative items for backpacks and hats. Thinking of streaming lining the backpack from a small and large backpack to a medium size backpack - Camille mentioned that the backpack sample seemed too small for Homework folders. Camille to take home to test with her son to see if everything fits and report back to Bec. Bec has sourced wide brimmed hat as well as caps to be offered as school hats. New supplier

has provided samples – suggested that the products are hard wearing and more fade resistant. Bec also looking at the Wet weather jackets – wondering whether to change more to raincoat style jacket.

8. P&F agreed for both styles of hat to be available for purchase. It was decided not to order any wet weather jacket or change to raincoat style. Instead Bec will investigate changing the school tracksuit to see if she can source a better material and warmer style that may make the wet weather jacket unnecessary. Bec will report back on this and also the backpack testing. **Add to next meeting's agenda**

<u>Business</u>	<u>Action</u>	<u>By Whom</u>
<p>5. <b><u>Business Arising from Previous Minutes :</u></b></p> <p>Long Term Fundraising for P&amp;F – Greg</p> <ul style="list-style-type: none"> <li>GM presented a student survey to the P&amp;F detailing what things students would like the school to have. Please see attached survey. He suggested organising a subcommittee to make our playgrounds better. Emma May, Steve Vinciullo, Simonne Moretta &amp; Camille Goodlich volunteered to be on the committee with Greg. Bec mentioned a grant that she'd just applied for from the Dept of Sports and Rec for one of her children's sports clubs.</li> </ul>	<p>Send grant link to Greg</p> <p>Subcommittee members to Greg</p>	<p>Bec</p> <p>Verity</p>
<p>6. <b><u>Principal's Report:</u></b></p> <p>See Attached</p>		
<p>7. <b><u>Treasurer's Report :</u></b></p> <ul style="list-style-type: none"> <li>The current balance is \$14,302.46. Not much change since last meeting. Some advertising Revenue has been received. Cheque of about \$3,500 Cheque written for school supplies and also a deposit was paid for the band for our 80's night fundraiser next term.</li> </ul>		
<p>8. <b><u>P&amp;F Representative to Board</u></b></p> <ul style="list-style-type: none"> <li>Board asked to pass on thanks for parent help in the canteen- please keep helping. The Roster for Term 3 is for Years 2 &amp; 3. A parent mentioned that while Roster was on the notice board it worked very well but the online roster doesn't work. GM to find out why online sign up on the online canteen website won't work. A new canteen menu will be sent out to parents in the next few days which will begin in Term 3. Please encourage parents to use online ordering.</li> </ul>	<p>Encourage parents to help &amp; order online not with cash</p> <p>Fix online roster</p>	<p>Class Reps</p> <p>Greg</p>

<p><b>9. <u>Sub Committee Updates</u></b></p> <p>9.1 <b>Fundraising Committee</b></p> <ul style="list-style-type: none"> <li>• 9.1.1 Cadbury's Fundraiser – Steve confirmed this will be run in term 3. Anyone willing to help please contact Steve.</li> <li>• 9.1.2 80's Night Fundraiser– 80's night confirmed and booked Morley Rec Centre for Friday 28th Oct. Booked band 80's Inc from 7.30pm-10.30pm to play 3 sets of music. Jenn will ask Jo Byrne to design flyers. Please ask for volunteers - email Steve - even just to organize before. Up to 350 pax</li> <li>• 9.1.3 Entertainment Book Fundraiser –Verity reported that school has sold 135 Entertainment Books which means the school will make over \$1,300. Still books outstanding. Please ask parents to return or pay for outstanding books. Verity will ask class reps to chase class parents with outstanding books at the beginning of next term</li> </ul>	<p>Ask for volunteers</p> <p>Volunteers to help organise</p> <p>Ask parents to return or pay for outstanding books</p>	<p>Class Reps</p> <p>Class Reps</p> <p>Class Reps</p>
<p><b>10. <u>Correspondence</u></b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>		
<p><b>11. <u>General Business</u></b></p> <ul style="list-style-type: none"> <li>• 11.1 – Steve just wanted to thank parents who volunteered at the Winter Sports Lightening Carnival. The event went well.</li> <li>• 11.2 1 Grips on Stairs outside Pre-Primary Classroom – Jenn asked for update. Greg confirmed that further grips will be put on the stairs over the holidays to ensure they are less of a hazard</li> </ul>	<p>Organise grip to be fitted to stairs outside Pre-Primary class</p>	<p>Greg</p>

**Meeting Closed at 8.22pm.**

**Next Meeting: Tuesday 16<sup>th</sup> August 2016**