Date: 19th June 2013

Minutes by: Louise Thompson

Attendees: Rebecca Fitzsimons, Sue Hoeflake, Lyn Legrand, Harvinder Mann, Vicki Muscat, Allyson Reimer, Louise Thompson

Apologies: Toni Ford, Mardi Mantel, Katie O’Sullivan, Sam Owens, Liz Palamara

Welcome

The meeting was opened at 7.00pm by Vicki Muscat with a prayer

Apologies

Apologies were submitted for Mardi Mantell, Sue Hoeflake, Sam Owens, Tara Thomson

Minutes from previous meeting

The minutes of the previous meeting were issued and uploaded to the St Monica’s school website.

Accepted: Allyson Reimer

Seconded: Vicki Muscat

Business arising from previous meeting

- Sandpits – in progress
- Year 6 Graduation Folders have arrived. There is a note in the newsletter to advise parents they are available. There is a list of students who received them so they will be distributed to those that didn’t. **Action:** Mrs. Clarke to follow up, as folders have now arrived.
- Socks - have been ordered & Mardi into Fab Fabrics today to chase up as they haven’t arrived yet. Fab Fabrics will follow up today. They have confirmed that the price remains unchanged at $8 a pair. Could you please arrange for a cheque to be made out to Fab Fabrics for $360 so I may collect them as soon as they arrive? It can be left in the school office. We agreed that we need to consider the options in the future for socks. A good suggestion that was agreed was that the child can have a pair of recycled socks or if they wish to purchase they can and they can keep them. **Action: Cheque was raised and issued to Mardi**

- Representative Sports Shirts – we have found the ones that were missing. We need to buy AFL shirts too. Ben Oxley has a quote for the cost of these. We will look to approve this at the next meeting.

- Can we check if we have swimming caps for representative swimming **Action: Mrs. Clarke to follow up.**

- We had another complaint about Brynorms who are frequently rude.

- Vicki to follow up with Toni about tie for girls.

**Correspondence**

**Correspondence in**

Fundraising Material

Bank statements

**Correspondence Out**

**Treasurer’s report – (Appendix 1 & 2)**

**Money in**

- Harvi has written cheques 2 to Allyson for 2\(^{nd}\) and 3\(^{rd}\) prize

- Opening Balance - $8421.87

- Closing Balance $8710.82
• Received $2,520 for Mother’s Day

Money out

• Fete expenses - $2,231.05

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Fete Shopping Float</td>
<td>$500.00</td>
</tr>
<tr>
<td>Fete Shopping Float</td>
<td>$500.00</td>
</tr>
<tr>
<td>Fete Tubs</td>
<td>$47.95</td>
</tr>
<tr>
<td>Stationery - Cello</td>
<td>$433.10</td>
</tr>
<tr>
<td>Coles Voucher - Fete Raffle</td>
<td>$500.00</td>
</tr>
<tr>
<td>Bunnings Voucher - Fete Raffle</td>
<td>$250.00</td>
</tr>
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</table>

Accepted: Louise Thompson
Seconded: Vicki Muscat

Principal’s report – Lyn Legrand (see Appendix 3)
Staff Development Tuesday 11th June
Parent Teacher interviews will be able to be booked online this year and this has received great feedback.
We discussed Lyn’s departure at the end of Term 3.
Accepted: Louise Thompson
Seconded: Vicki Muscat

Subcommittee Reports

Parent Support Network Report
• Mary is yet to catch up with Tara V about the activities of the PSN.
• No activities planned for Term 3
• Teachers Day – last Friday of October
• Grandparents Day – in August to coincide with St Monica’s Day – 27th August
• Father’s Day will be a big event this year as we had a low key Mother’s Day
Fundraising

David Reimer attended the Rotary dinner and received a cheque for $300 for our fundraising. Could we please drum up more support for this for next year? Rotary have been so kind and generous assisting us with the BBQ.

Father’s Day items will be ordered through some of the Fete contacts. Stall will be Thursday, 29th August. Breakfast BBQ will be Friday, 30th August.

Gingerbread House activity will be run again in December. We will need to pay a deposit. Ordering 30 Ginger Bread House Kits. We get $2 off each kit if we pay before end of financial year. Liz wrote a cheque for $317.50. We can order more up until 7 days before.

Chocolate drive was the most popular request for fundraising. Allyson will look into it.

Uniform Report

Second Hand Uniform Shop by Toni Ford

The second hand uniform shop is now open on Monday, Friday and some Saturdays this term.

PRC

Allyson Reimer and Tara Thomson attended the PRC Meeting on the 3rd June. The speaker was Greg Whitby on the topic of Parental Engagement in our Technology Rich World. Greg has written a book on the topic called “Educating Gen Wi-Fi”.

There was also a discussion about holding “cluster presentations” in schools to ensure the PRC message was reached by more people. Please see www.prc.catholic.edu.au for dates and venues in weeks 7 & 8.
Information was also provided about the group UCANN that supports parents with additional needs.

Grounds Report – Rebecca Fitzsimmons

- A discussion was had about the tree planting and when this would be completed. There was a suggestion for putting native trees in to attract the birds however this is not preferred as the birds bring mess unfortunately and it is difficult to attract only native birds. For uniformity, the hedge needs completing. Vicki to follow up Judy to get this moving; Harvi has offered to assist with the planting of native trees.
- A quotes for lights has been requested
- Bubbler repairs have been completed
- Hedges have all been trimmed
- Lawn has been aerated
- Toilets have been fixed however this has become a problem again (pre-Fete)
- The key to the hall has been changed so it doesn’t fit the kitchen area
- A new sign has been put up around the playground equipment
- It was mentioned that the classrooms look untidy and have rubbish left in them when parents and visitors have attended.

Accepted: Allyson Reimer
Seconded: Vicki Muscat

General Business

Update required on the sports items. Mrs. Clarke has been looking into it. All uniforms are here. The coach or delegated person to collect jerseys – they are not to go home with students.
Suggestion to use the school hall for disco however as we don’t pay for the Richmond Club, it’s viable to continue there. Holding disco at the school would also create a lot more work and with limited volunteers this could also cause a problem.

A question was raised about the school photos which have been delayed for some time, Lyn to follow up.

Several parents also enquired as to the status of the year 6 sport shirts which Miss Gray is chasing. Comment raised that if shirts were ordered while students in year 5 this problem could be avoided.

Rotary Kurrajong - asked if we would purchase a duck in their duck race which was agreed
Bendigo Bank has approached us about the opening of a new branch in Richmond. They need 50 businesses to come on board to open the branch. Lyn will approach the Diocese about our banking options.

Future Meetings

P&F Meetings

Term 3

Wednesday 14th August, 2013

Meeting close: 8.30 pm
### Appendix 1. Treasurer’s Report

#### ST MONICA’S P & F ASSOCIATION

#### TREASURER’S REPORT

19/06/2013

<table>
<thead>
<tr>
<th>Account Balance a 08/05/13</th>
<th>$ 8,421.87</th>
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<tbody>
<tr>
<td>Deposits</td>
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<tr>
<td>29/5/13 Mothers Day</td>
<td>$ 2,520.00</td>
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<tr>
<td>Cheques</td>
<td>$ 2,520.00 $ 2,520.00</td>
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<tr>
<td>10/5/13 19792 Fete Shopping Float</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>28/5/13 19793 Fete Shopping Float</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>29/5/13 19794 Fete Tubs</td>
<td>$ 47.95</td>
</tr>
<tr>
<td>29/5/13 19795 Stationery Cello</td>
<td>$ 438.10</td>
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<tr>
<td>13.6.13 19796 Coles Voucher - Fete Raffle</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>13.6.13 19797 Bunnings Voucher - Fete Raffle</td>
<td>$ 250.00</td>
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<td></td>
<td>$ 2,231.05 $ 2,231.05</td>
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<tr>
<td>Account Balance a 19.06.13</td>
<td>$ 8,710.82</td>
</tr>
<tr>
<td>Total Funds</td>
<td>$ 8,710.82</td>
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**Outstanding Bills**

$3000.00 OZ Fashion - Final payment cost of stock

**Bank Reconciliation 19.06.13**

Bank statement dating 19.06.13 $ 8,710.82

Less Unpresented cheques

$ - $ -

Reconciled Balance 19.06.13 $ 8,710.82

Difference $ -
Appendix 2. Pre-Approved Funding for 2013

<table>
<thead>
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<th>Due</th>
<th>Approved</th>
<th>Amount</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Feb</td>
<td>yes</td>
<td>500</td>
<td>icecreams, cakes, drinks toys etc</td>
</tr>
<tr>
<td>Mar</td>
<td>yes</td>
<td>100</td>
<td>for exps relating to morning teas, cakes etc</td>
</tr>
<tr>
<td>Mar</td>
<td>yes</td>
<td>300</td>
<td>easter prizes</td>
</tr>
<tr>
<td>Mar</td>
<td>yes</td>
<td>300</td>
<td>pre purchase of hot cross buns, poppers etc</td>
</tr>
<tr>
<td>Apr</td>
<td>yes</td>
<td>1200</td>
<td>mothers day gifts</td>
</tr>
<tr>
<td>Apr</td>
<td>yes</td>
<td>200</td>
<td>cakes, biscuits etc</td>
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<tr>
<td>Jun-Aug</td>
<td>yes</td>
<td>6000</td>
<td>Set up costs, deposits etc</td>
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<tr>
<td>Sep</td>
<td>yes</td>
<td>1500</td>
<td>fathers day gifts</td>
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<tr>
<td>Sep</td>
<td>yes</td>
<td>200</td>
<td>cost of meat etc</td>
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<tr>
<td>Oct</td>
<td>yes</td>
<td>300</td>
<td>luncheon for teachers</td>
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<tr>
<td>Nov</td>
<td>yes</td>
<td>700</td>
<td>Dj &amp; glowsticks</td>
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<tr>
<td>Dec</td>
<td>yes</td>
<td>600</td>
<td>purchase kits</td>
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<tr>
<td>Dec</td>
<td>yes</td>
<td>300</td>
<td>pre purchase of poppers, lollies etc</td>
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<tr>
<td>Annual</td>
<td>yes</td>
<td>500</td>
<td>stamps, raffle tickets, cello wrap, cello bags etc</td>
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</tbody>
</table>
Appendix 3. Principal’s Report Mrs. Legrand

PRINCIPAL’S REPORT.
JUNE 2013

Another Term has almost passed! Where has it gone? This Term has seen our Years 3 and 5 undertaking the NAPLAN tests. Some areas seemed quite difficult but others suited our students. But that is always the case so we’ll see how the results are later in the year.

The staff has continued their involvement in the ongoing Professional Development with reading comprehension. Going into each other’s classrooms, transcribing lessons and critiquing each other has been very valuable. This enables people to discuss the great things happening but also looking at areas of improvement. We have also done some work on the new National curriculum and the NSW Syllabus. English will be introduced in 2014. I have some copies the Parent’s guide for you tonight. This can also be accessed on http://www.boardofstudies.nsw.edu.au/parents

We have also had several staff meetings and part of the SDD on Mathematics. Mark and Jacqui have attended extra inservices on Maths and they been able to pass onto staff what they have learnt.

Of course the Fete has to be a big part of our thinking at the moment. I hope all parents do get behind the hard working committee. I am quite overwhelmed by the way people have volunteered to take on extra tasks in the wake of David Finch’s death.

I do hope you have the opportunity to visit our Science Expo on Friday. The children are very excited. Should be fun. Unfortunately I cannot join the fun as I have a Principals’ meeting which I am expected to attend.

Reports were sent home on Monday and Parent/teacher interviews will begin next week. We have appreciated the feedback on the new system of arranging interviews. It has all been positive except for one little glitch in one class.

Athon has raised $7600 so far. A child in year 2 raised more than $1000.

To finish the Term we have our Athletics Carnival on 28th June for 2-6. K and 1 will have theirs next term.

Lyn Legrand
Principal.