St Monica’s Primary School
P & F ASSOCIATION

Date: 8th May 2013

Minutes by: Louise Thompson


Apologies: Toni Ford, Sue Hoeflake, Mardi Mantell, Katie O’Sullivan, Sam Owens, Liz Palamara.

1. Welcome
   The meeting was opened at 7.07pm by Vicki Muscat with a prayer

2. Apologies
   Apologies were submitted for Mardi Mantell, Katie O’Sullivan, Sue Hoeflake, Liz Palamara, Toni Ford, Sam Owens.

3. 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: Tara Thomson

4. Business arising from previous meeting
   • Sandpits – a family have said they can do this and Colin is to get in touch with them.
   • Year 6 Graduation Folders – some year 6 student from 2012 still have not received graduation folders. Action: Mrs. Clarke to follow up, as folders have now arrived.
   • Facebook page is running well
5. Correspondence

Correspondence in
Fundraising Material
Bank statements

Correspondence Out
Nil out but Harvey needs to write some cheques
A float is required for Sam Owens for shopping for the fete – an amount of $500 was agreed
Miscellaneous cheques to be written

6. Treasurer’s report – (Appendix 1 & 2)

Money in
- $8421.87
- $1380.70 – Easter Raffle
- Miscellaneous cheque - $165

Details TBC in reconciliation to be provided by Harvey

Money out
- Nil

Accepted: Louise Thompson
Seconded: Vicki Muscat

9. 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

Accepted: Louise Thompson
Seconded: Vicki Muscat
10. Subcommittee Reports

i. Fete
   David would like to submit a flyer for the newsletter each week
   David needs Liz Drover’s email address – Vicki to provide
   Many other things are being organised such as Fire Brigade, St John’s Ambulance etc.
   The Parish may be able to help with the BBQ
   Need mufti day details to be communicated, including the theme
   CBA would like to sponsor a painting area at the Fete
   Louise has purchased 6 tubs for drinks at a cost of $7.99 each

ii. Parent Support Network – no report as Mrs Clarke is away

iii. Fundraising – $1300 was raised from the Easter Raffle. Congratulations to Sue and Allyson. Father’s Day stall will be $6 per gift, and this price will be set also for Mothers Day next year. Offers have been made to wrap gifts at home and Allyson will keep this in mind for Father’s Day. Suggestion was brought forward for Mothers Day/Fathers Day gifts to be prepaid.
   Gingerbread House activity will be run again in December. We will need to pay a deposit.

iv. 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. The front office has the times and they have been advertised in the newsletter.

   Brad Taylor is going to put another rack in the uniform shop so we have some more hanging space.
Brynorms

I often recieve phone calls from parents unhappy with the quality and/or service provided by Brynorms. I don't know there is much we can do about this - however I thought it should be passed on.

A recent issue was a parent of a kinder child who purchased a bomber jacket (the old Oz Fashions stock) the zipper and embroidery was faulty. She saw Brynorms - they were unwilling to replace or offer any assistance. The parent called me - I placed a call to Brynorms and was told the same thing. The parent has approached the school and as a result the school has very kindly had the jacket replaced at their cost.

Again - not sure that we can do much about these issues - more just to be aware.

Brynorms still have a large amount of the larger sizes (from the stock we had) and it will be some time until they sell out, (years I expect). I believe they will not sell new stock until the old is sold out - thus we could continue to have issues for some time to come and unhappy parents who want to purchase the new stock and not being able to.

Note: Brynorms are advising different parents different things about the old uniforms and alternative styles of pants for girls.

Suggestion to show Brynorms the old girls tab tie as it is so much better.

Oz Fashions

As previously discussed I sent Joe from Oz Fashions an email asking that the amount of $3k be reduced to $1,500 due to the continual issues we are having. I have had no return email or correspondence from him.

Lyn maybe it would be worth a phone call from you? His contact number is 9897 3121.
Issue of the quality of the kids ties was raised, suggestion to have tie with button hole so it can easily be attached to blouse, another comment as to the making of the old tie. Some samples to be taken to Brynorms so see if this can be done. 

Thank you.

Accepted: Vicki Muscat
Seconded: Louise Thompson

11. PRC

Allyson Reimer. This year is 10th Anniversary 25th May, 2013 & would like at least 2 parents from each school to attend a 2 day conference at Parramatta. They have suggested school &/or P & F to support parents attending. A flyer to go in newsletter.

12. Grounds Report – Rebecca Fitzsimmons

Bubbler repairs have been completed
Hedges have all been trimmed
Lawn has been aerated
Toilets have been fixed
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

13. General Business – Vicki to follow up Judy to get this moving and Harvey and David agreed to assist with the planting of native trees.
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.

14. Future Meetings

P&F Meetings

Term 2
Wednesday 19th June, 2013

Term 3
Wednesday 14th August, 2013

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

*No formal report available – to be supplied by Harvey*

Appendix 2. Pre-Approved Funding for 2013

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<th>Due</th>
<th>Approved</th>
<th>Amount</th>
<th>notes</th>
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<tr>
<td>Feb</td>
<td>Family Fun Night</td>
<td>yes</td>
<td>500</td>
</tr>
<tr>
<td>Mar</td>
<td>School Network Group</td>
<td>yes</td>
<td>100</td>
</tr>
<tr>
<td>Mar</td>
<td>Easter Raffle</td>
<td>yes</td>
<td>300</td>
</tr>
<tr>
<td>Mar</td>
<td>Easter Morning tea</td>
<td>yes</td>
<td>300</td>
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<tr>
<td>Apr</td>
<td>Mothers Day stall</td>
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<tr>
<td>Apr</td>
<td>Mothers Day High Tea</td>
<td>yes</td>
<td>200</td>
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<tr>
<td>Jun-Aug</td>
<td>Fete Costs</td>
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<td>6000</td>
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<tr>
<td>Sep</td>
<td>Fathers Day Stall</td>
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<td>1500</td>
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<tr>
<td>Sep</td>
<td>Fathers Day BBQ</td>
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<td>200</td>
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<tr>
<td>Oct</td>
<td>International Teachers Day</td>
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<td>300</td>
</tr>
<tr>
<td>Nov</td>
<td>Disco</td>
<td>yes</td>
<td>700</td>
</tr>
<tr>
<td>Dec</td>
<td>Gingerbread house</td>
<td>yes</td>
<td>600</td>
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<tr>
<td>Dec</td>
<td>Christmas BBQ, Popper etc</td>
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</tr>
<tr>
<td>Annual</td>
<td>Stationery</td>
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Appendix 3. Principal’s Report Mrs. Legrand

Principal’s Report.
May 2013.

Everyone has returned refreshed and ready for another busy term. A short term which is already slipping away very quickly. When you look at our calendar you can see how busy we are going to be. You would have noticed that we have a staff development day on 11th June. Friday would have been my first preference but due to the fact that we want to do further work on the new curriculum it had to be later. Jo and Helen are attending an in-service on the new curriculum on the 7th so the SDD needed to be after that.

‘Athon’ is underway. I thought we had lost our star performer but after seeing Ben Oxley perform at last Monday’s assembly I know we have someone to take Michael’s place. Please support this fundraiser.

Next week our Years 3 and 5 will be sitting the National Assessment Program Literacy and Numeracy (NAPLAN) tests. We always say that this is only one assessment and should be viewed in the context of all the assessment work we do.

Reports will go home in Week 8 and interviews will be held in week 9. This year you will have the opportunity to use a new electronic booking system for interviews. You will be receiving information on how to use it later in the term.

If anyone is prepared to go to the Parent Conference and the school will sponsor one person.