Welcome

Attendees: Sister Ann-Maree Nicholls, Terry Shaw, Wayne Shearer, Leonie Flynn, Rebecca Lawrence, Damien Sullivan, Jill Hrstich, Brian Restall, Paula Dillon, Brendan Monkton

Apologies: Paul Sheppard, Peter Willcox, Lorna Gavin, Katherine Cullerton and Lucy Clark.

Previous Minutes: The minutes of the previous meeting held in April 2013 was moved by Rebecca Lawrence and seconded by Terry Shaw.

Opening Prayer

Business Arising From the Previous Meeting

Shade Structures and Oval Seating

Terry Shaw reported that the DA for the construction of the pick up line shade structures and the oval seating was still in Council. Installation is not likely to occur until the end of the year. Paul Sheppard will continue to report by email as progress occurs.

Tablets

Sister Ann-Maree reported that there is no further news from FAWMATT regarding updated tablets. We will keep the money set aside for this and keep this item on the agenda.

New Playground

Terry Shaw and Damien Sullivan conducted a site visit with Sureplay. Sureplay has agreed to remedy the drainage problems, but no date has been set. Damien will chase them up.

Dinner Dance – Friday 24 May 2013

Terry Shaw reported Lorna Gavin’s update. About 300 tickets have been sold, all bar 2 of the class artworks are ready, 13 hampers have been completed, all event planning for the night is under control. However, only 30% of raffle tickets have been returned,
so this will be chased. Auction items will be packaged next week. There will be a free
dress day on Wednesday 22 May to raise money for the event.

Other Events

No news until after the dinner dance.

2013 Projects

Terry Shaw distributed a draft spreadsheet of possible projects for 2013, taking into
account the funds likely to be raised at the dinner dance (copy attached). He explained
certain item, as follows:

- Music stands – Terry has repaired some of the old ones, but we need 5 new ones so
  we have enough for our band to perform. Carolyn Burchill has recommended these
  more expensive ones because they will last longer.
- Flexible Learning Spaces – this comprises some furniture in classroom hallways for
  break out sessions, parent reading, group activities, use of portable technology etc.
  Grade 2 and 3 will be done first, and then Grade 1.
- Energy efficient lighting – Brian Restall reported that the bulbs are getting cheaper,
  so we should hold off until the end of the year. He will work with Terry and Damien
to come up with a proposal that fits within whatever budget is provided.
- Landscaping – this is a placeholder until the oval seating and new school fence is
  installed, to repair any damage done.
- Good Samaritan Hall furniture – Terry Shaw reported that Jodie Cairns (mother of 2
  kids at school) is a manager at Lennons Hotel in the city, and has offered a lot of old
  meeting room furniture being sold as part of a major refurbishment. There are a
  large number of rectangle and round trestle tables and 300 cushioned chairs. The
  asking price is $1850, which is a bargain, given that we pay $1650 to hire 600 chairs
  each year for the concert. The problem is that we don’t have anywhere to store
  them. Terry has an indicative quote for building in the open air storage area at the
  back of the hall and the amount set aside on the project list includes the cost of
  building this. It was agreed that if we don’t need all the tables we can sell them
  ourselves.
- Raeco mobile shelving for the library – Terry reported that this has been held over
  for some years and is desperately needed. The amount set aside includes $24,000
  for the shelving and $6000 for some loose furniture for the library.
- Year 7 Trip to Canberra – P&F always contributes to this.
- Projectors for staff room and admin building meeting room
- Replace parish shed – Terry reported that there will be a working bee on 25 May to
  clear out the shed of the old fete stalls and move in a lot of the equipment that Ian
  stores under the hall (for the new furniture to go in). They are looking at replacing
the shed with a newer one, but the style will depend on the location. Further work is needed. The amount budgeted is a placeholder.

- School LED sign – Terry reported that the P&F may need to help fund this now, as the School’s allocated $20,000 has been moved to the new oval fence, which will end up costing a lot more than expected. There will be extra costs to get power to the sign location. Terry will continue to research our options on this item.
- Sports Assistance Fund – we discussed increasing the amount allocated for State and National events, but decided to wait until 2014.
- Raw Art Class – P&F keen to contribute to this as was very successful in 2012.

Terry then asked for any new ideas. The following were proposed:

- Jill proposed a minor redecoration of the small music room used for piano and guitar sessions. This has not had any attention in many years. Suggested $1,000 be set aside.
- Leonie proposed that a small amount be set aside to implement the recommendations of the new Health and Wellbeing Committee.
- Damien proposed that the P&F note that the school will soon need new computers to replace the ones in the computer lab, which are out of warranty. There is some work to do at the school level to decide what is needed, but we should take into account that significant money will need to be raised in a year or two.

The meeting then voted on the draft list. It is was unanimously decided to fund the following items immediately:

- Music stands - $350.
- Flexible Learning Spaces - $10,000.
- Good Samaritan Hall furniture and storage area - $7,000.
- Raeco mobile shelving for the Library - $30,000.
- Year 7 Trip to Canberra - $4,800.
- Sports Assistance Fund - $3,000

The remaining items will stay “below the line” until the funds raised by the dinner dance are known.

However, it was agreed that energy efficient lighting, landscaping the oval, and the raw art class would be Priority 2. The Projectors and School LED sign would be Priority 3, and the new Parish shed Priority 4. The 3 new ideas were not given a ranking, but will be considered at the next meeting.
Executive Reports

Principal’s Report: Sister Ann-Maree gave the Principal’s report (copy attached).

Treasurer’s Report: Covered in the discussion of the 2013 projects.

Subcommittee Reports: No report from the Social Committee (See Dinner Dance and Other Events above), Care & Concern Group, Technology Group, Welcome Wagon or Sustainability Group (see Brian Restall’s report above under “Energy Efficient Lighting”).

Health and Wellbeing Subcommittee: Leonie reported on Katherine Cullerton’s behalf. The parents and teachers survey has been widely supported, with over 100 responses in the first couple of days. It will close on Friday 17th for Katherine to collate the results. According to the responses so far, the main concerns are: tuckshop menu (approx 55%), personal hygiene (approx 34%), anxiety stress (approx 30%) and lunchbox contents (approx 29%). Further, 15 people have said they would be interested in being on the committee. Once Katherine has collated the results of the survey we will communicate this to parents and then call a meeting of the volunteers to discuss the next steps.

Inward/Outward Correspondence

Inward:

The following correspondence was received:

- Application from Cale Osborne’s parents for fundings under the Sports Assistance Program – this was approved and Wayne will draw a cheque for $250.

Outward:

- None

General Business

School Website and Calendar of Events

Rebecca Lawrence reported that she is working with BCE to provide a new and improved platform for the school website (this is a free service by BCE). However, the site is out of date in many respects, and for that reason is not very useful. Sister Ann-Maree agreed to make someone in the admin team available to provide updated
information. The new site will have links to the facebook page and the flexischools page. Ultimately, there should be no need for printed school newsletters. Rebecca suggested that the School launch the updated site at the Gala Dinner on 24 May. This was agreed.

BCE provides training on the new website platform. Rebecca is attending, but recommended that someone from the admin team also attend. Sister Ann Maree agreed.

In addition to this, Leonie reported that there has been feedback from parents that the School needs to provide longer term notification of events, both in the classroom and for whole of school events like sports carnivals etc. We are not keeping up to date with other schools on this front. There is a calendar of events on the website. Keeping this up to date would be the best way of addressing this issue. A parent has offered to work with the P&F and the school to keep the calendar up to date.

Sister Ann-Maree will make her school calendar available for updating the website calendar of events, but would prefer to use someone from the admin team to be charged with regularly updating it.

**Date of Next Meeting:**

The next P&F meeting is on Wednesday 17 June 2013.