

# QUEEN OF APOSTLES PRIMARY SCHOOL

## Minutes of P & F Meeting

9 May 2022

(Zoom meeting + Face to Face)

Meeting commenced at 6.35 pm

Acknowledgment of Country and Welcome Prayer

### Attendees:

Mark Ryan (Principal), Kath Anthony (President ), Aislinn Trodden (Vice President), Alicia Chee (Treasurer), Christina Liew, Bianca DiSilvio, Carem Carrasco, Sophie Probett, Karen Joyce, Louise Wynne and Ashley Stothard.

### Apologies:

Ashlee Lang, Jennifer Anderson, Marnie Selton, Faye Konrath, Chandima Dissanayake; Elena Natale, Rebecca Day, Melissa Reilly, Tracy Italiano.

### Minutes of Previous Meeting (14 March 2022):

Accepted by Alicia Chee and seconded by Aislinn Trodden.

### Correspondence:

Received Catholic School Parents Western Australia eNewsletter – CSPWA Pilgrimage 18<sup>th</sup> September 2022

Australian Fundraising Specialists - Aislinn to forward to Colour Run sub-committee

School Fundraising School Fun Run – Aislinn to forward to Colour Run sub-committee

Cadbury Fundraising

### Principal's report:

- Happy Mother's Day. Mother's Day has often been celebrated in the school community as a whole school event involving parents and grandparents, students, and teachers. This year, due to COVID-19, cases active in the community and cases in the school, the school was not able to run a whole school Mother's Day event or the usual Mother's Day stall. The school community is highly valued, and it was viewed as important to keep the school community as safe as possible at this time.
- COVID-19 – We have seen a relaxing of COVID rules within our school community. Parents have been fantastic. Thank you for adhering to the rules and protecting our families.
- Whilst we have seen a relaxing of the rules, COVID-19 has not gone away and there are 10,394 new cases in WA today. There have been a number of active cases in our school over the last couple of weeks. We need to continue to do all we can to keep our community safe.
- We are able to welcome parents back into the classrooms and we can allow parent help. Teachers will be notifying parents regarding parent help arrangements soon.
- P&F and SAC meetings can now take place on site. Meetings can be conducted by ZOOM and face to face, however face to face attendance is encouraged.
- School Assemblies, Gatherings, Choir, and Interschool Activities will also take place. Parents are able to attend.
- Merit certificates will now be handed out at Gatherings on selected Friday mornings at 8.50am and families will be informed earlier in the week if their child is receiving an award so they can attend. This change limits the numbers attending both Assemblies and gatherings to help keep our community safe.

- Whole School Masses can take place. Parents can attend.
- Children in Years 1 to 6 no longer have designated play areas and the children have returned to playing throughout the school.
- Reminder if parents do test positive or children test positive for COVID-19, inform the school via the portal <https://cewa-collections.powerappsportals.com/COVID-19-Self-Reporting-Form/>  
If a positive result is recorded via a RAT test it must also be registered on the WA Health RAT register website:  
<https://datalibrary-rc.health.wa.gov.au/surveys/index.php?s=WDLLNTW4RDX8AWPH>
- A positive PCR test is only required to be registered on the school portal.  
Latest advice indicates COVID-19 can re-occur, and you can be re-infected.
- It's great to see parents around the school again. We really value the partnership between students/teachers/parents working together to keep our community safe.
- NAPLAN – Year 3 and Year 5 starting 10 May 2022. Writing assessment will be online for Year 5's whilst Year 3's will be paper based. NAPLAN preparation is part of the usual teaching, however the children are given strategies around answering questions, time management and are given opportunities to complete practice tests.
- Littlies Lap-a-thon for Kindy to Year 2 will be held on the Annex oval on Friday 13 May 2022 arranged by Mr Bridgeman to run between 2.00pm to 3.00pm, weather permitting. Parents are welcome to attend.
- Cross Country Carnival for Years 3 to 6 to be held on Friday 20 May 2022 with parents able to attend.
- Swimming Carnival will be held in Term 4.
- Year 6 camp will take place in Term 3.

**President's report:**

- Nothing to report.

**Treasurer's report:**

- Waiting on bank and Catholic Development Fund to arrange change-over of signatories from Linda Indrisie to Alicia Chee.
- To arrange re-imburements for Easter raffle prizes to class reps.
- Proceeds for icy pole fundraiser to be banked.
- P&F bank statement – balance \$64 319

**Business arising:**

1. Littlies Lap-a-thon / Cross Country Carnival

**Action:**

- P&F to continue Icy-pole fundraiser for the events; to be coordinated by Louise Wynne.

2. Easter Raffle

- Thank you to the Class Representatives for arranging the Easter prizes.
- Thank you to Mr Ryan, Mrs Anderson and the school team for drawing and distributing the raffle prizes to the children.
- Thank you to Louise for sending donation letter requests to local businesses. No donations were received.

3. Mother's Day event

- Kath called for volunteers via a notice in the school newsletter, however no offers of assistance were received.
- Consideration to be given to an alternative event perhaps incorporating parents/carers.

#### 4. Cookie Barrel Fundraising

- Alicia re-shared information about the Cookie Barrel as a potential fundraising activity and advised there is no minimum selling requirement and the gross profit is \$4.00 per item. Sales are online. At the time of writing this report, Alicia advised that the fundraising form is a hard copy and sales are not online as previously thought. Alicia suggested whether Class Reps could assist with collating orders and collecting money.
- At the time of the meeting, all agreed to proceed with fundraiser as an alternative to chocolate fundraising.

##### **Action:**

- Alicia to contact Cookie Barrel Fundraising to clarify details.

#### 5. Parents/Carer's Day 2022

- Discussed a family / parents / carer's appreciation event later in the year in lieu of a Mother's Day and Father's Day event.
- The school would be agreeable to an event encouraging community engagement, however, is mindful of not creating opportunities to "spread" COVID-19.
- Discussion around possibilities for staggering an event; with the requirement for two sets of volunteers.
- Discussed a family / parents / carer's BBQ evening event later in the year with consideration for music/entertainment with BYO drinks.

##### **Decision:**

- All voted in favour of a BBQ evening event to be held on 9 September 2022.

##### **Action:**

- Christina Liew and Ashley Stothard to coordinate event with assistance available from Louise.
- Christina and Ashley to bring ideas to the next P&F meeting.

#### 6. Queenies Feast Day – 3 June 2022

- School committee are arranging a mass in the morning; with a variety of activities during the day; looking at the history of the school, information about Mary; sports activities, art activities etc. The school celebrate the Schoenstatt sister's efforts, Father Paul, and the involvement of the church in the school.
- Request as to whether the P&F can contribute to the Feast Day activities.
- Cupcakes suggested to be given to the children (being mindful of allergies). Suggested whether cupcakes could be made or provided by school canteen.

##### **Decision:**

- Majority voted to provide cupcakes (allergy friendly) for the Feast Day funded by the P&F.

##### **Action:**

- Mark to discuss with Sharon arranging cupcakes for Queenies Feast Day and confirm cost with the P&F.
- Suggestion as to whether vegetable/flower seeds or a bookmark could be given to the children as a Feast Day gift.
- Mark advised that the school was arranging a bookmark, however the Gardening committee have been working on growing a herb garden and he will seek a costing on seeds from his contact at Bunnings.

##### **Decision:**

- Majority voted unanimously agreed to and seeds.

##### **Action:**

- Mark to liaise with Bunnings to check availability of seeds and costing.

## 7. Ninja Playground

- Mark discussed previous Basketball court fundraising initiative which took approximately 3 years of fundraising. Now that the Basketball courts have been completed a suggestion was made last year for a Ninja Style playground to be built. Mark was seeking commitment for the P&F to support funding of the Ninja Playground.
- The school in consultation with the SAC have been considering a suitable location for the playground. Not keen to use new grassed area so considering putting it down on the annexe oval. There is a caveat on the land which Mark has been working with the SAC to try and get the caveat removed to allow the playground to be built. The school and SAC have been working with the local council to get the caveat removed and are investigating costs associated with the building of the playground. Options for a purpose-built playground are being considered with an estimated cost being \$20 000 to \$30 000.
- The annexe oval is a great spot, it would get a lot of use and the kids would really enjoy it.
- The Ninja playground would greatly benefit the children and would also attract people to the school and may encourage new enrolments.

## 8. Teachers Wishlist

- In the past the P&F provided an amount of \$600 for each classroom teacher to spend on items in the classroom. This also included specialist teachers – Ms Perry, Ms Wang and Mr Bridgeman.
- Last year money was pooled to purchase Lexile readers which are currently being used in classes, sports equipment, and an amplifier for the music room.
- Mark requested the P&F support funding for a wishlist in 2022.

### **Decision:**

- Unanimous vote, for the P&F to fund \$600 for each teacher including specialist teachers for the Teacher's Wishlist.

## 9. Colour Run

- Marnie requested Kath raise the Colour Run as an agenda item. The Colour Run is a successful event that has run for a couple of years. A few P&F members and parents have expressed an interest in coordinating and helping with such an event.
- Mark said the Colour Run was a fantastic event for the community, an important community builder. It needs to be an all-inclusive event; irrespective of capacity to donate to the cause. Would like all children to be involved, unless of course parents do not provide consent.
- Bianca Lilley coordinated in the past and did a fantastic job, however she has handed over the reigns and it would be good opportunity for others to get involved and coordinate this event.
- Carem Carrasco, Bianca DiSilvio and Renae Butterworth offered to lead a sub-committee. Sophie Probett also expressed an interest in being involved in assisting the sub-committee.
- Last year's Colour Run was held in Term 4 on 12 November.
- Discussion took place around a suitable date with the proposed date being 25 November 2022.
- The event would be open to all students from Kindy to Year 6. Mark confirmed the total number of students was currently 240.
- Last year the cost was \$10 per child; with opt-out consent through Australian Fundraising, with commission (approximately 30-35% to Australian Fundraising).
- Consider whether the school could run an independent fundraiser or whether there are other providers taking less commission.
- Suggestion regarding Slime Run which is an alternative to the Colour Run. Kath suggested extending the opportunity for additional parent volunteers to be part of the organizing sub-committee. This would be through the Class Representatives.

**Action:**

- Carem Carrasco, Bianca DiSilvio and Renae Butterworth and Sophie Probett to prepare a proposal for consideration at the next P&F meeting.

**Other Business:**

**Parent Help:**

- When will parents be notified regarding recommencement of parent help?
- Mark advised teachers will communicate soon via email, noticeboard or via See Saw. Parent help will mostly apply for the Junior classes.

**Meeting adjourned:** 7.48pm

**Next meeting:** Monday 13 June 2022