

QUEEN OF APOSTLES SCHOOL
Minutes of P&F Meeting
12 September 2022
(Zoom meeting + Face to Face)

Meeting commenced at 6:39pm

Acknowledgement of Country and Welcome Prayer

Attendees:

Kath Anthony (President), Jennifer Anderson (Assistant Principal), Aislinn Trodden (Vice President), Alicia Chee (Treasurer), Tracy Italiano, Louise Wynne, Korina Martin, Carem Carrasco, Rebecca Day, Melissa Reilly, Elana Natale, Karen Joyce, Christina Liew.

Apologies:

Mark Ryan (Principal), Ashley Lang (Secretary), Renae Butterworth, Paulyne Farrell, Ashley Stothard, Chandima Dissanayake.

Minutes of Previous Meeting:

Clarification is required as to the amount of funds raised from Icy Pole sales and the second hand uniform sales. The funds raised from the Icy Pole sales are to be transferred to the Year 6 Graduation account. Alicia Chee to liaise with Louise Wynne and Cat Dominion regarding the amounts.

The minutes were accepted by Louise Wynne and seconded by Tracy Italiano, pending clarification of funds raised.

Correspondence:

No Correspondence.

Principal's report:

Jennifer Anderson provided an update on behalf of Mark Ryan.

- Mark Ryan is away on Year 6 camp.
- Last week Year 4 and 5 students conducted Oracy. The students enjoyed it got a lot of benefit from being able to speak in front of an audience.
- Tournament of Minds took place two weeks ago and our teams did well and were very close to winning. Congratulations to all three teams.
- Grandparents morning tea is being held in Term 4, on Thursday 20 October, 10.15am. Seeking P&F members to volunteer and serve morning tea to grandparents.

President's report:

- Thanks to everyone who came along to our first P&F event for the year – the Family Sundowner on Friday evening.
- It's great to be able to end the Term providing our community with the opportunity to come together. This wouldn't have been possible without the help of our volunteers.
- Thanks to Chandima, Ashley and Louise for their work in coordinating the event and those who also helped in other ways. We really appreciate the time you put in to make the Sundowner such a great success.
- Thanks also to Mark Ryan and Jennifer Anderson, and the school staff who supported and attended the P&F Sundowner.
- Parents are encouraged to complete the survey, providing feedback on the P&F Family Sundowner, which will help us with planning future events. The survey was emailed to all parents today and is open 23 September. It's a short survey and will only take 2 to 3 minutes to complete.

Treasurer's report:

Fundraising:

Alicia will liaise with Louise Wynne and Cat Dominican to clarify the amounts raised from second hand uniform sales and the icy pole sales so that the funds from icy pole sales can be transferred to the Year 6 Graduation account.

Expenses:

Wishlist - \$600 per teacher – payment \$8400

Cybersafety speaker \$850

Disco entertainment - Bop till you drop \$495

Footy tipping:

1st place prize of \$420 has been paid

2nd place prize of \$120 is still to be paid (Alicia is waiting on account details to do transfer).

3rd place prize of \$60 has been paid

Sundowner - Magician \$355

Sundowner – Giant yard games \$210

Balance is roughly \$53,000

Business Arising:

1. Colour Run (25 November)

- Competition will run from 16 September to 11 November.
- Promotion will commence this week.

Action:

- Carem to organize for email to go to parents Tuesday 13 September.
- Carem to organize for promotional flyers to be distributed to students.
- Kath to include in the P&F update in newsletter on Thursday 15 September.

2. Disco (28 October)

- Students in Year 5 and 6 voted on a theme and Glitz and Glam was selected.
- Commence promotion this week with a save the date notice.

Action:

- Kath to include save the date notice in the Queenies Newsletter P&F update on Thursday 15 September.

3. Family Sundowner (9 September)

- A short online survey has been emailed to all parents seeking their feedback.
- The Survey closes on 23 September.

Action:

- Class reps to include a message to parents asking them to complete the survey.
- Kath to include link to survey in the Queenies Newsletter P&F update on Thursday 15 September.

4. Leavers Shirts for 2023

- Louise has provided a handover to Year 5 parents Leanne Mullins and Sarah McIntyre who will take on managing of the design and production of the class of 2023 leavers shirts.

5. Footy Tipping

- Prize money has been claimed by the 1st and 3rd places winners. The 2nd place prize winner will be followed up.

6. Canteen Roster

- Prior to the meeting, Paulynne informed Kath that she will arrange for the roster to go on the door of canteen.
- Once this has been done, a notice will be put in the newsletter and on the year group Facebook pages.

Action:

- Paulynne to arrange for roster to go on canteen door.
- Kath to put a notice in the newsletter and on the Year group Facebook pages calling for volunteers.

7. Replacement trolley for the canteen

- Prior to the meeting Paulynne informed Kath that she spoke with Sharon in the Canteen regarding replacing the trolley and she will source quotes including a hard plastic trolley

Action:

- Paulynne will seek quotes for a new trolley.

8. Ninja Playground

- Mark requested the playground company provide some alternate ideas.
- Designs for playgrounds were shown to the committee.

Action:

- Jennifer to go back to the playground company and request firm quotes for the first two options presented to the committee.

9. Open Night

- Will be held on 19 October from 5:30pm to 7:30pm.

Action:

- Mark to ask the parish if they would like to hold a sausage sizzle.

Other Business:

Year 6 Graduation Thanksgiving mass – Louise

- Seeking confirmation of the date for the Year 6 Graduation Thanksgiving mass.
- Requested that the school staff save the date for Year 6 Graduation dinner which will be held on Thursday 8 December.

Action:

- Jennifer to confirm date of the Year 6 Graduation thanksgiving mass.
- Jennifer to ask school staff to save the date for the Year 6 Graduation Dinner on Thursday 8 December.

Year 6 graduation fundraiser – Louise/Elena

- Louise and Elena will have a icy pole stand at the Jumps and Throws event, Friday 16 September at Queenies, at 11am.
- Icy poles will be \$1 with funds raised going to the Year 6 Graduation.

Action:

- Kath to include in the Queenies Newsletter P&F update on Thursday 15 September.
- Ask Year Group coordinators (Years 3 to 6) to post message on Class Facebook page.

Meeting Adjourned: 7:40pm

Next Meeting: Monday 10 October, 6:30pm