



Queen of Apostles CPS P&F Association

Minutes

Chaired by: Kath Anthony

Date & time: 11 September 2023, 18:31

Minutes taken by: Paulyne Farrell

Location: Queen of Apostles Staff room

Present: Kath Anthony, Mark Ryan, Jennifer Anderson, Cat Domican, Paulyne Farrell, Tracy Italiano, Jessica Stevens, Aislinn Trodden, Rebecca Day.

Apologies:

Topic minutes

| Topic | Minutes |
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| <p>Principal report</p> | <ul style="list-style-type: none"> • A busy month and time at school since the last meeting, ranging from, St Mary of the Cross mass, Assumption mass where the kids were beautiful and very reverent and is a special day for our students, Retreats and Parent meetings. • Years 3 and 4 getting ready for sacraments and children visited the Schoenstatt shrine and were welcomed by Sister Lisette. • Tomorrow night the year 3 make their reconciliation and on Sunday the year 4 makes their first Holy Communion. • Busy on the Educational side, year 5 and year 1 assembly's, year 4 Oracy, Years 5 performing arts festivals snafI carnival, book week celebrations photo day last week. Coming up next week, athletics carnivals, Jumps and throws on Friday plus open night, teachers busy preparing for the events. • The Mayor Patrick Hall came to the year 1 assembly, he was great with the kids and they were very impressed with the Mayors visit and his regalia. • The performing arts festival and the music assembly was really good, showcasing the talented kids at our school. • Year 6's sausage sizzles are ready to go for Open night with eftpos facilities to help with the money. • Littles lapathon went well on Friday, preprimary and kindy, had their running race and loved it! A good introduction for them into athletics. |

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| | <ul style="list-style-type: none"> • The school is closed 22nd September for a Catholic day for the staff, This is in lieu of for all the sacramental events attended by the teachers for the year. OSH is open on the Friday 22nd September., • Mrs Andersen ran Tournament of the minds held last weekend, assisted by Miss Jensen. Tournament of the minds is for children who show a certain aptitude. • Term 1 2024 should start Wednesday 31st January, 2023. Teachers have two prep-days before school officially starts. |
| President's report | <ul style="list-style-type: none"> • Welcome Aislinn officially to the committee. Aislinn is filling in the role that Korina previously held and has since resigned. • Recent Father's day breakfast and stall held, it was well received, thank you to the Year 2's, Jess and Tracy for organising. • Next term will be busy for the two major fund raising events, Quiz night 20th October and Colour run 10th November, World teachers day morning tea, Christmas concert where the P&F present the their end of year awards. • Thank you to everyone for all of your support. Thank you for stepping in and helping out where you can. |
| Treasurer's report | <p>As at 31 August 2023, balance is \$81,187.65</p> <p>Account made up of:</p> <p>\$81,325.15 as of 31 July 2023</p> <p>No income</p> <p>Less one expense \$137.50 Disco supplies.</p> <p>The September statement will show more movement regarding the Father's Day breakfast expenses and monies raised from the Father's Day gift stall and wellness week expense.</p> <p>Ninja play ground costings around \$75,000, architects consultant fees \$3000</p> <p>\$69510 cost to build, Insurance \$2550</p> <p>P&F AGREED AND APPROVED to pay for the additional \$5,000 to cover the costs.</p> <p>School would like to use the \$15,000 toward new classroom furniture towards the school, there is a real need to replace the furniture. Tables and chairs.</p> <p>P&F AGREED AND APPROVED to allocate the \$15,000 donation to the school.</p> <p>Caroline is in the middle of the budget, this would be used over the three years</p> <p>Future expense to note - Ninja playground starting week 2 of term 4 which is due to be paid on completion.</p> |
| Previous minutes | Moved by Tracey and seconded by Cat. |

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| Business from previous minutes | |
| Issue | Discussion |
| Footy Tipping | <ul style="list-style-type: none"> • Mark is the winner! • Footy tipping went really well. Everyone was really happy with the way it ran this year! |
| Father's Day Breakfast | <ul style="list-style-type: none"> • Father's day breakfast and stall went really well. Jess did a good job organising the volunteers • 170 online orders • Big shout out to Rob for helping on the Day and also for Carly helping out with the Pre-Kindy as well. • The timing of the classes coming out, could have been a bit longer like, the Mother's day stalls and it worked out better. • Tracy has updated on the lessons learned. • Feedback on the breakfast – Perhaps we can have an account with Coles or ordering through Sharon in the canteen. • Some P&Fs have a credit card to make payments of accounts more simple and to avoid extra paperwork. Reimbursements are processed quickly by the school. • ACTION – Mark to check with Caroline about a P&F credit card. |
| Quiz Night Planning Sub-Committee | <ul style="list-style-type: none"> • Ticket sales – currently 3 tables and 4 more known tables to be booked. • Prize donations update – Dr Jags office has offered some great prizes plus a few other thing to collect. • Discussion held on possibly holding silent auction via an app with minimal fees. Majority of attendees in favour of doing online silent auction app for school quiz night. Kath happy to set up if it goes ahead. • ACTION - Kath to clarify some details and update P&F. • Kath to clarify some of the details to ensure everyone is comfortable. • Linda Indrisie will be the approved manager for the bar. • Todd Cauldwell in year 1 has an RSA, Eliza Robbins was in the bar last time, Linda was in the bar last time. Todd works are crown so may not be available. Andrew and Paulynne are down to get RSA |
| | Previous actions |
| Urn | <ul style="list-style-type: none"> • Still outstanding - Action - P&F to look into the cost to purchase of another Urn for the school. |
| P&F Budget for 2023 and 2024 | <ul style="list-style-type: none"> • Budgets were finalised offline and via email and messenger trail however I would like to minute at today's meeting. • Can you please confirm you approve? |

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| | <ul style="list-style-type: none"> • P&F AGREED AND APPROVED the finalised detail and amounts sent to Caroline - CLOSED |
| Climate Survey | <ul style="list-style-type: none"> • ACTION – Paulynne to put a reminder out to class reps to send out to classes for parents to do. • Paulynne sent out reminder to class reps to ask families to respond. CLOSED |
| P&F Business Directory | <ul style="list-style-type: none"> • Paulynne to put a reminder out to the class reps to ask families about promoting their family business. Still outstanding |
| Framing of prize for Quiz night | <ul style="list-style-type: none"> • CLOSED - Mark to contact Belinda Fabling, regarding one of the prizes, about the framing of the signed Sam Kerr Matilda's football jersey. • |
| Sausage sizzle at Open night. | <ul style="list-style-type: none"> • CLOSED - Year 6 graduation committee have agreed to host the sausage sizzle fundraiser for their graduation. • ACTION – Kath to contact Carly in the graduation committee to confirm if they are interested in taking it on to add to their fund raising for the graduation. • |
| Correspondence | Nothing to note, mostly promotional fundraising material. |

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| Other business | <p>Family camp out - Aislinn</p> <ul style="list-style-type: none"> • Have spoken to Mr B about it. • Discussion held with P&F, a lot of factors to consider. • Mark needs to feel comfortable with the event should it be going ahead. Need a lot of people organising bbq, toilets, play equipment.. • ACTION – P&F to have a meeting offline to nut some things out and bring back to next meeting. Perhaps have it hosting between 2 classes hosting. <p>World Teachers Day morning tea – .</p> <ul style="list-style-type: none"> • Friday 27th October • P&F agreed to spend on <p>Containers for change it full</p> <ul style="list-style-type: none"> • ACTION – Paulynne to contact supplier to collect. <p>Other fundraising ideas - Footy goals -</p> <ul style="list-style-type: none"> • Sarah in year one has asked if we could fundraise for permanent footy goals. • Discussion held • Mark would be happy to have portable goals. – we would need get costings |
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| | <ul style="list-style-type: none"> • ACTION – Rebecca Day to check with Riverton Roos for costing of footy items or where to go to get costing for. <p>Colour Run – Kath</p> <ul style="list-style-type: none"> • Sub-committee – Kate Connolly • Need someone to be in charge to organise volunteers • Bec confirmed to help, • ACTION – Send out request to families asking for volunteers for colour run in next newsletter <p>November P&F meeting and P&F end of year dinner - Mark</p> <ul style="list-style-type: none"> • Next meeting is in the week for the ACM – 15th November, 2023. • Need to get a date for our P&F end of year dinner. • Christmas concert date is the 30th November. <p>2024 Sundowner – Tracy</p> <ul style="list-style-type: none"> • Do we need to get a date locked in for the next year? |
| Meeting close and next meeting | <p>Meeting closed: 7.39pm</p> <p>Next meeting: Monday 9th October 2023.</p> |