



Queen of Apostles CPS P&F Association

Minutes

Chaired by: Kath Anthony

Date & time: 12 June 2023, 18:32

Minutes taken by: Paulyne Farrell

Location: Queen of Apostles Staff room

Present: Kath Anthony, Mark Ryan, Jennifer Anderson, Cat Domican, Paulyne Farrell, Tracy Italiano, Rebecca Day, Aislinn Trodden, Kerrie Fraser

Apologies: Michelle Little-Desker, Jessica Stevens

Topic minutes

Topic	Minutes
Principal report	<ul style="list-style-type: none"> • Fair bit of activity since the last meeting. • Year 5, Mother's Day thank you mass went well. Thank you to Miss Jensen. • Confirmation took place recently, it was special for the year 6's and their families. Students were well prepared by Mrs Maloney and an important time in their lives. Thanks to Valencia, Jen and the choir, they did a fantastic job. • Last Friday was our feast day and each staff member organised wonderful activities for the day. Starting with a mass, activities ranged from sporting, art, history of the school. Mrs Valencia in year 6 has been at the school for a while and showed a powepoint of the school, how it started and it's journey, with links to Mary and our Schoenstatt sisters who started the school, it was a good day, good weather and finished off the day with an icy pole to celebrate. Thank you to Cat for cutting the tops off the icy poles. • Last Wednesday Jen, Mark and three year 6 students attended the Archbishop's Lifelink launch appeal where money is raised for different charities and people in need. The years 6's represented our school very well created a poster for the launch. • Year 2 mass coming up in June for week 10 • Edudance lessons running really well this term. Kids love Miss Winter, concert happening on Wed 28th June, information has been sent out to all families. The concert will be split into two sessions, asking families to only attend that your child attends the year range,

	<p>leave if you child is not in the session to allow other families to attend.</p> <ul style="list-style-type: none"> • Cross country carnivals, very successful this year, we have two records broken at our faction, Zara in year 6 and Spencer in year 4, broke records, one record was long standing. • Lapathalon for kindy to year 3 went well • Reports are coming up, please make sure you can access your reports, see Terri or Kathy in the office to help get onto Seqta. Staff has spent a bit of time updating about your child, comments and what they need to do to improve. Very detailed comments and to the point. Shows Mark and families that the teachers really know the kids. • Community, we have had lots of things in the community space, coming up is the disco, Mother's Day breakfast was fantastic and was run really welly. The Dad's who came on the morning were amazing and the detailed instructions were very good. • Stewardship, Cat, Kath and Paulyne were involved in the CEWA review on two things, school improvement and principal review. CEWA spent 3 days in the school, interviewing, staff, students, Father Paul, P&F executive and the school advisory board. Mark will share some of the report with the P&F and the school advisory board, very open and honest with everything. • Staffing, Mark heading off for 1 month leave, 2 weeks are during school holidays. In his absence, Jen is taking over and Robyn Salvia will take on AP role during that time. For the year 1, Mrs Andre will work 2 days, Mrs Salvia will still work 3 days. • Also, Miss Lesque is going on leave for semester 2, Tania Pavlovich, will replace her replacement during this time. • Ninja playground, the council approved the caveat on the annex oval. Confirmation that all systems go for 23rd October installation date. It will be amazing for our school. It is a smaller version to get within our budget and perhaps we can add on in the future. • The library will have a bit of restructure at the back for teacher and tutor space. • Noongar seasons garden going ahead, currently a work in progress, with changes in the next few weeks. • The front of the school shrubs taken out to open up the school and give a better view. Lower shrubs to be planted in the space. • Enrolment, Kindy 2024 is full for enrolment, 15 kids enrolled for 2025. Pre-kindy for next year is half full with currently 10 students enrolled. The school is full and enrollments coming through, thank you to our parents for that.
President's report	<ul style="list-style-type: none"> • Mother's Day breakfast was a very successful event, the Dad's did a fabulous job on the day and we extend out thanks to the Dad's;

	<p>Adrian Green, Ryan Italiano, Trev Stevens, Jeremy William and, Rob Parkes.</p> <ul style="list-style-type: none"> • Thanks to the Mums for organising the stalls, which were well received; Tracy, Cat, Paulyne and Jess. • The P&F executive met with CEWA last week and have some great ideas from the CEWA Principals. • Disco coming up • Quite a few things to get through on the agenda today. One thing we hope to finalise today is the annual even plan and budget today. • The P&F need volunteers to assist with running the events and are looking to class reps for classes to take responsibility for an event. The P&F will be there to help and provide guidance, so the volunteers are not on their own. • Aislin is going to submit that camping idea with Mr Bridgeman.
Treasurer's report	<p>As at 31 May 2023, balance is \$81,843.19</p> <p>Account made up of:</p> <p>\$80,426.32 as of 30 April 2023</p> <p>\$2,711.54 income</p> <p>Expenses \$1,294.67</p> <p>Still awaiting to repay Subway lunch order \$374.80 and Father's Day stall gifts \$1200.00</p>
Previous minutes	Moved by Tracy and seconded by Cat.

Business from previous minutes	
Issue	Discussion
Footy tipping – Tracy update	<ul style="list-style-type: none"> • Footy Tipping rolling along and going well, just finished round 13. • Thank you to the office for handing out the vouchers, it has been very helpful
Disco	<ul style="list-style-type: none"> • 81 tickets sold • Have about 8 volunteers for each. Rebecca Day is looking into pizzas, have looked at Dominoes and also Antonio's and will obtain comparison quotes. Rebecca Day will also be the first aid officer, and has first aid and senior first aid officer training.
Parent education speakers	<ul style="list-style-type: none"> • The P&F have on their action plan to approach CSPWA for speaker ideas or connections with speakers. Kath organised a survey out to parents on topics and only had 19 responses received. Common subjects from survey results were cyber safety, mental health and wellbeing. The school currently runs cyber safety every other year but

	could possibly see if he is available. Paul is coming on 16 th August, ACTION: Mark to check Paul's availability.
P&F Action Plan and Future Budget Considerations	<ul style="list-style-type: none"> • Future events and action plan discussed. A message was sent to class reps for classes to volunteer to any remaining events for the year. Year 2 for Father's day breakfast, Camp out – Kindy, Disco – mostly done. • Colour run – subcommittee to be • Quiz night – sub committee • Tracy – put out note to say these events have been taken, these are left to cover • Kath still to meet up with other P&C rep to discuss colour run and then will have subcommittee going.
Correspondence	Mainly fundraising promotional material.

Other business	<p>P&F Business directory – Kath</p> <ul style="list-style-type: none"> • Discussion held on promoting family and local businesses. • P&F agreed and approved – to promote promoting family and local businesses <p>P&F & Volunteer participation - Cat</p> <ul style="list-style-type: none"> • Future events discussed to be more aware of events coming up in Term 3, and discussed ideas and ways to try and get people more involved. Like cheese and wine. • Discussed ideas for the open night we can have a display of what we have done, a P&F display, like recruitment drive, could have a pin board with photos or photos rolling on a screen, • The sausage sizzle, Mark, talk about year 6 Mum so take it on as fund raising for the seniors. • Cat – suggested perhaps we can offer it out to a local sporting team to fundraise. We can also ask whoever is running the sausage sizzle, then they can come and watch their kids room before the sausage sizzle, it is hard with siblings to see all the classrooms. <p>NAIDOC Week / Mass (19 July) - Cat</p> <ul style="list-style-type: none"> • Can the P&F help support • The first week back, the school left up the teachers to add into their planning and have some awareness. There is nothing for the whole school apart from the naicod mass. As afar as activities go, we leave to classroom teacher to go with their planning, Whole school stuff is only the mass. The students do lots of activities • The school is hoping to have the garden done by then. There will be a big sign to explain the seasons on the uniform shop wall, explaining it
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	<p>all. There will be a snake path, gardening community is painting stones, in</p> <ul style="list-style-type: none"> Discussed to see if there might be an opportunity to have a traditional smoking ceremony. <p>Grandparent mass - Cat</p> <ul style="list-style-type: none"> Discussion held on how the P&F can support Jennifer with the morning tea, 4th August. P&F agreed and approved – To assist with the morning tea. Rebecca Day volunteered to assist. ACTION: Aislinn to write a request to the team reps for volunteers to either provide something for morning tea, catering for 100 people. <p>Topic – wellness week – Cat</p> <ul style="list-style-type: none"> P&F requested for something other than icy poles. Tracy – could do gummy bears <p>Quiz Night – Kath</p> <ul style="list-style-type: none"> Sub-committee required to plan out. Ais, Bec, Paulyne and Jessica agreed to take on the quiz night. Usual Quiz master Cam is not available, but he will provide details of other quiz masters that he recommends. P&F agreed and approved Budget for quiz night \$2,500.00. <p>GST on P&F activities - Paulyne</p> <ul style="list-style-type: none"> Father’s Day Breakfast & Stall = GST / INPUT Sausage Sizzle = GST / INPUT Quiz Night = GST / INPUT Colour Run = if run by external provider and we get commission = GST / INPUT. P&F agreed and approved the above noted allocations. <p>Father’s day Stall – Tracy</p> <ul style="list-style-type: none"> Gifts have arrived.
<p>Meeting close and next meeting</p>	<p>Meeting closed: 7.26pm</p> <p>Next meeting: Monday 7th August 2023.</p>