



## P&F Meeting Minutes

29<sup>th</sup> March 2023 – 6:00 P.M.

### Meeting Opens 6.00pm

**Attendance:** Arti Pandya, Nicola Teicher, Christine Kohler, Leonie Handgraaf, Tracey Marsden, Sam Anton, Kylie Richards, Mary Black, Fiona Daly, Hollie Summers-Johnson, Sue Deckert, Steph Kingston and Paul Hansen

**Apologies:** April Hunter, Gemma Chapman, Kelsey Roe, Rochelle Hall, Carol Earley, Vicky Hassall, Louise Hyland and Diana Newman

### Welcome Prayer

### Minutes of previous meeting (refer to the school website P&F section, one copy printed and on table)

- Acceptance of minutes: Kylie Richards  
Seconded by: Fiona Daly

### President's Report

- N/A

### Principal's Report by Paul Hansen

#### Administrative Details:

- **School Climate Survey** – will be distributed on-line in the middle of May, this is a process that unfolds every 2 years where CEWA gauge some feedback on how our community is being received by the families.
- **School Review/Principal Review** – this process will also take place in July 2023 due to it being my third year in our community. Some people from our P&F will be asked to provide some feedback on their understanding of the way our school is being managed.

#### Religious Education

- **Signage Erected** – it was good to finally erect the matching signs, one at the Church and the other one at the front of our school. It is a tangible sign to demonstrate our connection, particularly with us being 2 kilometres away from each other.
- **Welcome Back Mass** – celebrated with the children on the second day of our new school year, Thursday 2<sup>nd</sup> Feb, we continue to appreciate Fr Pavol's flexibility in attending the school for whole school Masses, Liturgies and class Masses.
- **Ash Wednesday Mass** – Lent is the most pertinent time of the year for us as Catholic people and our Ash Wednesday Mass was a really meaningful celebration for our community at the Church.
- **Sacramental Preparation Workshop** – thanks to Fr Pavol and the class teachers for leading the preparation workshop for our 3 Sacramental programs, meetings were quite well attended.
- **Commissioning Mass** – it was a lovely community Mass a couple of weeks ago with a large turnout from staff and families from school.

#### Staffing

- **Staffing Update on Rose** – recent eye surgery, Rose was away for a couple of weeks.
- **Update on Barbara** – had surgery a couple of weeks ago after having a fall and sustaining a spiral fracture in her humerus, not expecting Barb back at school until the start of Term 2.
- **Increased Staffing for 2023** – with an increase in enrolments we have increased our staffing for 2023, with extra EA support in K/PP, Year 1 and Year 2. We have also increased our Science program by 30 min each week, the configuration of that has just been changed to 60 minutes each fortnight with the older students.
- **New Staff Members at GSK** – we have added a number of really good people to our team – Tracey Marsden has hit the ground running in her AP role, Renae Lanternier has been a great addition to Year 1, Georgia Curulli's extra pair of hand has been crucial in K/PP, Sarah Cooper has started well in Year 5 and happy to take on extra to pick up for Bark being away to maintain the continuity. Our new school councillor, Kate Vandamme, has also been very well received in our community which is important.

## Academics

- **Start of 2023 testing** – all On-Entry testing and other standardised testing has been completed in the first 5 weeks of the year which is important. The parents of children participating in our literacy intervention program have been notified as the program has started.
- **NAPLAN Assessments** – completed over the past couple of weeks, thanks to Tracey for coordinating this.
- **Maths Extension program** – will operate in Year 3 this year for two, one hour sessions a week.
- **STEM program** – Kristy Maher has really developed the Science part of the STEM program with a significant focus on Environmental Science which has translated into: incubating quail eggs, tadpoles in the frog pond, development of the worm farm and planting a range of things including tomatoes, mint, broad beans and sunflowers. The program provides the opportunity for children to spend more time outside with their learning.

## Sport

- **Swimming Lessons** – went quite smoothly, just a really important priority as we continue to develop the children's swimming skills in the climate and lifestyle we enjoy here in Perth.
- **School Swimming Carnival** – was a big day but a really important day as we encourage the children to work hard to develop their swimming. We had 3 separate carnivals as we aim to meet the needs of all children, starting with the Year 1 and 2 children at the start of the day and progressing to the 3-6 carnival as the day progressed. St Brigid's pool is the ideal venue to accommodate all swimming abilities across the school.
- **Interschool Swimming Carnival** – booked in for Friday 31<sup>st</sup> March, will be held at St Brigid's, Lesmurdie.
- **Cricket Carnival** – the children from Years 5 and 6 seemed to enjoy the opportunity to play against other schools a couple of weeks ago, not a huge amount of success but they seemed to enjoy the day.
- **Cross Country** – has become the focus since the change in the weather. We are getting the children out on the Cross Country course on Tuesday afternoons for their second sport session in Years 3-6 and our Tuesday morning fitness session before school.

## Maintenance:

- **New Playground development near Years 1 and 2** – Clayton and I managed to complete the new playground development by the end of the first week back this year, really good break out space for our Year 1's and 2's.
- **Grant Application** – we have applied for a \$25K grant for new shade sails, one above our new playground area, one outside the entry of our Pre-Primary class and looking at the potential to replace some existing shade sails.
- **Painting plan** – the exterior of our school does not appear to have been repainted since it was built, so the paint work is at least 30 years old. You will have noticed the painters in our community over the past week or so, they will be here for another few weeks.
- **Plan for spending P&F Monies in 2023** – we have come up with 3 options between the P&F and the staff:
  - \*Contributing to upgrading the lower court to match the upper court
  - \*Developing the Nature Play space between the amphitheatre and the sport shed among the tree area and the creek
  - \*Building a structure in the bush area up above the main carpark as a meeting point for classes participating in a bush school program

Our plan is to put the survey out to the community at the start of Term 2.

## Enrolments

- **Large numbers in K/PP** – both classes are fairly full, 30 and 28 respectively which is great, have employed an extra EA to move between the 2 classes as a result. 218 total numbers, increased from 190 in 2021. Six out of eight classes are at capacity.
- **New families who are Non-English speaking** – we are getting a growing number of families enquiring about enrolment who do not have any grasp of the English language from countries like: Columbia, Brazil, Austria to use the last 3 families as examples.
- **Pre-kindy (3year old kindy)** – the school is working to offer a Three Year Old Pre-Kindy Programme, hopeful for a 2024 commencement.

## Correspondence In/Out

- **2023 CSPWA Affiliation Fee**  
\$873.62 (\$794+GST) approved for payment
- **Fathering Project Affiliation Fee \$1,100.00 for the year.**  
Not approved for payment yet, Paul to work with Dylan from “Dads of GSK” and Steph to submit a grant application for the yearly fee with Rotary Southern Suburbs as part of their annual community grants on offer. Steph to email information to Paul to discuss and write submission with Dylan.
- Jenny has created forms for reimbursement for the parents and friend account being administered by the school. A signature from the P&F treasurer or equivalent (Secretary, President or Vice President) role is required for reimbursement.

## Sub-Committee Reports

### Parent Engagement Committee : Paul Hansen

Designed for engaging parents in items of interest within the community, cyber safety was a success in 2022. Suggestions from Paul and other attending parents - Early literacy skills, social emotional wellbeing of children, Triple P Parenting and lunchbox education.

### General Business

- **Confirming the events for 2023 - Paul**  
Reconfirmed classes assigned to events as below
- **Confirming survey to broader GSK community re: Spending of P&F money in 2023 – Paul**
- **Fathering Project event tomorrow evening - Paul**  
Paul confirmed attendance numbers for the lawn bowls event being held 30/3/2023
- **Mother's Day stall preparation – Arti and Year 5 parents**  
On track, parents are helping with handmade donations, support of purchasing presents.  
Orders have been placed and arrived.  
Tracking for an estimated budget of \$500, it may be slightly higher but an update will be provided.  
Each year will have a tub allocated with an organised assortment of gifts, its estimated ? total gifts are required to ensure enough gifts are available to all the grades.  
Announcement to families will be done week ? of term 2 through Seasaw and whole school email, Paul to liaise with class representatives around the content.
- **Interschool Cross Country carnival food stall – Leonie, Nicola and Year 2 parents**  
Steph raised the concept of seeking donations of surrounding businesses for baked goods and BBQ product requirement. Agreed to revisit this closer to the date when class representatives are present.
- **Fridge Stock – Kylie**  
Inventory completed and circulated amongst the parent reps.  
Agreed that the frozen sausages can be disposed of due to the period of storage. Kylie and Paul to liaise to have them added to the school bin on collection day.  
Kylie raised concerns around the planning of events and the requirements of product, the aim is to ensure we are catering to the best of our knowledge and if there is left over to have a plan in place.  
Agreed that selling off at a cheaper price, arrange for donation or used for an upcoming event is acceptable.  
Jack at Roleystone IGA has agreed to support GSK and provide goods at cost price. It is requested that we ensure we provide adequate notice for goods delivery, agreed that a couple of weeks' notice is all that would be required.  
Agreed for Kylie to be the designated “Inventory Officer” to help with the situation and ensuring we

are doing our very best to reduce wastage.

- **Parent Contact list – Kylie**

Hardcopies circulated to those class reps present. Electronic copies can be obtained by emailing Paul.

- **Scholastic Bookclub coordinator - Paul**

Bec Boardman has stepped down. Paul is seeking a parent representative to arrange and distribute to the class.

Sue Deckert has volunteered to take the role and assistance has been offered if necessary.

- **School Climate survey – Paul**

CEWA will be conducting, input will be requested from families and P&F

- **School Review/Principal Review process – Paul**

Conducted mid-July, some members from the P&F will be asked to provide feedback.

- **P&F Funds & Float – Paul**

Jenny (GSK Finance Officer) has recently been involved in a CEWA webinar around P&F funds. It has been suggested and agreed to that GSK will hold a \$200 cash float for reimbursements but anything over that will be done via EFT.

Agreed that each event will have a budget approved, this will occur closer to the events date.

- **Document Sharing – Steph**

Nicola has confirmed there is a P&F drop box that already exist –to be circulate to class reps. The idea is to create a place where we can share our notes, procedures, inventory lists, flyers/announcements and anything else that we see fit to ensure information is available to be handed down going forward.

- **Colour Run – Nicola**

A document has been obtained by Nicola with a run down of a neighbouring P&F's colour run. This will be a useful tool for the group to use as the event planning progresses.

### **Meeting Closes**

**7.21pm**

**Next Meeting – May 3<sup>rd</sup> 2023**

## **EVENTS CALENDAR 2023**

The following events have been planned at our first meeting, setting up our plan for 2023.

- Mother's Day Stall – coordinated by Year 5 on Wednesday 10 May (Week 3, Term 2)
- Interschool Cross Country Carnival Food Stall – coordinated by Year 2 on Friday May 12 (Week 3, Term 2)
- Book Swap – coordinated by Kindy on Wednesday 28 June (Week 10, Term 2)
- Father's Day Stall – coordinated by Pre-primary and Year 4 on Friday 1 September (Week 7, Term 3)
- School Athletics Year Six Cake Stall – coordinated by Year 6, Friday 8 September (Week 8, Term 3)
- School Disco – coordinated by Year 3 on Friday 22 September (Last Day of Term, Week 10, Term 3)
- Colour Run – coordinated by Year 1 on Friday 20 October (Week 3, Term 4)
- Dads of GSK Camp Out - coordinated by Dads of GSK on Saturday 4 November (Week 4, Term 4)

Dads of GSK, planning for the 4 events for the year is well underway with some details below:

- Term 1 - Lawn Bowls and BBQ- Week 9 - 30th March

- Term 2 – Suggesting a Lego & Pizza night – Date TBC
- Term 3 – Planning a Dad's get together over a meal at Last Drop Elizabethan - Date TBC
- Term 4 - School camp at oval- 4th November (TBC)