



P&F Meeting Minutes

Date 17 May 2022

Meeting Opens 6.03pm

Welcome Prayer by President ((Tom Parrott)

Apologies: Julie-Anne Candeloro, April Hunter, Rachel Cutri, Anthea Guazzelli, Narelle Berry, Karen Parrott

Present: Danica Smith, Fiona Daly, Louise Hyland, Tom Parrott, Paul Hansen, Diana Newman, Darlene Min, Aleisha Powell

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

- Acceptance of minutes: Aleisha Powell,
- Seconded by Paul Hansen

President's Report

- Tom has read previous minutes and is now up to speed with what has happened earlier this year.
- Tom expressed his thanks to all involved in the very successful Mother's Day Stall. He thanked parents who organised and supported the stall.

Principal's Report : Paul Hansen

Administrative Details:

- **COVID update** – we have had another reasonable outbreak of COVID since the restrictions were reduced a few weeks ago. The sense seems to be more around when we are going to catch it, not if we are going to catch it.
- **Mother's Day Stall** – thanks again to the ladies who coordinated and assisted with the Mother's Day Stall a couple of Fridays ago. There was a lovely vibe down in Ward House with the older children supporting their buddies to purchase a gift for their mothers. The children really enjoy taking some responsibility to ensure they have something special for their Mum on their special day.
- **Looking for a new P&F Treasurer** – Nicola Teicher emailed me a week or so ago to indicate that she has resigned from her position as our Treasurer and also resigning from her role as the Year 1 class rep. If anyone would like to take on this role, please let me know.

Religious Education

- **Plan for Relieving Priest** – Father Pavol is still unable to come into our school community. It will be good to welcome 2 deacons into our community throughout Term 2 to support the children. Our priorities with the deacons are: Sorry Day liturgy and liturgies in Years 4, 5 and 6.
- **Good Shepherd Feast Day** – it was really nice to come together as a school community for a whole school Mass in the Church a couple of weeks ago. We have lost some momentum with whole school visits to the Church to celebrate whole school Masses, our intention is to bus the children to the Church once a term to gather together for a whole school Mass.
- **Sacramental Preparation Program** – you will notice that our model for the workshop with the parents is a little different this year. It is important in the current COVID climate to offer the parents the opportunity to participate in the meeting on-line, if that is their preference. For those who are happy to come in person, our preference is to have a smaller group of people gathered at each meeting by separating the meetings into different sacramental groups.

Staffing

- **Impact of COVID** – has been significant on staff this term. It seems since the restrictions reduced about 3 weeks ago, a number of staff have tested positive and a number of other staff have needed to look after their own children.
- **School Audit** – our school is on CEWA's list for a school audit which occurs every 5 years. In preparation for that, Darlene, Diana and I are compiling documentation to ensure the school audit goes smoothly and we are re-registered as a school. Part of this process involves teachers sending me their planning and assessment documents in preparation for me meeting with each staff member to

discuss how the teaching and learning is going in each classroom.

Academics

- NAPLAN – Darlene has done a fantastic job coordinating our NAPLAN assessments this year in challenging circumstances, with children being absent and/or unwell. These assessments from the 2023 will be completed in term 1 to ensure we receive the results earlier; we do not currently receive results until August of September.
- Semester Reports – we are coming up to the end of a reporting period as we conclude Term 2, formal semester reports will be sent home in the last week of term.

Sport

- School Cross Country Carnival – we had a really good afternoon today with all the children from Pre-Primary to Year 6 running their cross-country events. It was great to see so many parents out on the oval with us supporting the children.
- Interschool Cross Country Carnival – the next stage of the cross-country season is preparing the children for the interschool cross country carnival on Friday 27th May.
- Before School Sport Sessions – these seem to have been well attended. We will continue to focus on cross country running for the next couple of week before mixing it up with some other skills sessions as we lead into the winter sport carnival.

Maintenance:

- Tiddalick's Place – we have invested some money and some hard work into Tiddalick's Place to develop our frog growing potential and we are in the process of installing a Bug Hotel. Huge thanks to Clayton for all his work with this.
- Small Retaining wall outside K/PP – we have started tidying up the area on the basketball court side of the Pre-Primary and will continue the small retaining wall over the next school holidays to remove the old coppers logs and tidy the area up a little more.

Enrolments

- Kindy Interviews – we are halfway through our Kindy enrolment interviews for 2023, reasonable numbers at the moment, still plenty of space available so mention it to anyone you know has a 3-year-old.

Correspondence In/Out:

- 6th May 2022 letter (via email) from Nicola Teicher resigning from position as Treasurer of P&F and Year 1 Class Representative.
- Parent Engagement Correspondence with Paul Litherland contact regarding Cyber Safety session with Year 5/6 and parents.

Treasurer's Report



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Treasurer's Report

Bank Account Transactions and Balance:

Opening Balance 01/03/2022	\$29,228.35
Add Recycling Income	\$ 5.10
Closing Balance 17/05/2022	<u>\$29,233.45</u>

Estimated Income and Expenditure May / June 2022

- ***Received but not yet banked:***

Mother's Day Stall (net Income) \$ 363.80

- ***Still to be received:***

Good Shepherd P&F Levy - Part 1 \$ 5,709.00
\$ 6,072.80

Bank Account Authorities

Hand-over of Bank Account access has been delayed, as the Bank requires P&F Members to formerly authorise this change-over in the minutes.

Action: Members to approve the change in Bank Account Authorities.

Sub-Committee Reports

Parent Engagement Committee

Person(s) Responsible – Paul Hansen

Proposed workshop October 18 Cyber Safety workshops with Paul Litherland – Year 5/6 workshop (1 hour workshop)

Cyber Safety workshop with parents (1 hour and half) \$704 per presentation

Topics covered

- Cyber knowledge
- Digital Citizenship
- Online Footprint
- Social networking and networking in general
- online gaming
- sexting and sextortion
- how to keep an eye on your kids to keep them safe
- Cyberbullying

The total cost for the workshop is \$1408. The consensus from the parents at the meeting was that the P&F will pay half the cost which amounts to \$704, and the school will pay the remaining half of \$704 towards the workshops.

General business

- Paul discussed the potential for reassessing our One-to-One device policy and will work with teaching staff to decide what will be the best way forward for students and their accessibility to devices at school and home. Discussed possibilities and impacts with parents at the meeting.
- Mother's Day stall – many items donated by parents. The rest of the items were purchased by Danica and Narelle. Narelle has not been re-imbursed yet so Aleisha Powell will ensure that Narelle is re-imbursed. Total profit from the Mother's Day stall was: \$363.80
- Tom Parrott brought forward a motion to remove signatories for P&F Bank Account. Current Signatories are Andrew Colley, Aleisha Powell, Leslie-Anne Dubier and Rob Hassall. Approved by Diana Newman and Seconded by Danica
- A Motion was put forward by Tom Parrott to change the signatories by adding Paul Hansen (new Principal) to replace Andrew Colley (outgoing Principal) with Aleisha Powell and LeslieAnn Dubier to remain as signatories. Rob Hassall will also be removed from the list of signatories. This motion was approved by Louise Hyland and Seconded by Fiona Daly.
- Aleisha Powell our current Vice-President has also agreed to step in as our temporary Treasurer.
- Basketball Court Resurfacing: Still gathering quotes and making decisions regarding best option with keeping the trees.
- Parent Engagement – Louise Hyland and Karen Parrott are working together to organise potential upcoming workshops for parents.
- Recycling for change bins have been donated and Paul mentioned to the school community at the School Assembly. The idea is that parents will volunteer to take the recycling to the Containers for change. When there is a significant amount of money raised, the money could be used to purchase sport equipment for the students.
- Julie-Anne has organised a Coffee Van for the Interschool Cross Country, a message has been sent out to Year 5 parents asking for donations. Diana will contact Julianne to discuss sending out a message to the whole community to donate cakes etc.. to the sell on the day.
- Diana brought forward the Confirmation and First Communion Cakes that traditionally are donated by the P&F. These cakes are approximately \$80 each and the First Communion and Confirmation Candidates share after their sacrament mass. A motion was put forward for the P&F to donate \$200 for the purchasing of the cakes with the remaining change returned to the P&F. The Motion was approved by Danica Smith and Seconded by Aleisha Powell.
- Diana shared the Performing Arts Festival poster and there will be 14000 students participating across our Catholic System. Our students will all participate in the Performing Arts Festival.
- Aleisha Powell motion was put forward for the P&F to pay for coffees for the staff Approved by Louise Hyland and Seconded by Tom Parrott.

Meeting Closes: 7.10pm