 Minutes of Parents & Friends Association Meeting

21 March 2013

Meeting Opened: 7:35pm

Present:
Emma Box, Kim Broadfoot, Laura Palmer, Simone Holmes, Robert Piunti, Kate Thurecht, Dean Palmer, Libby McGahan, Louise Weir, Peter Delaney, Lisa Watson, David Grigson, Peter Roberts, David Moore, Tracy Laidlaw, Paula Atkinson, Tammy Spiller, Dana McMahon, Tony Shaw, Bernadette Nixon, Dominic Murphy, Sarah Ward.

Apologies:
Jenny Kemp, Alison Burgess, Tracy O'Bryan, Michael Dann, Russell Moran, Jane Green, Sophie Hales, Jill Mee.

Minutes of Last Meeting:
One amendment of Minutes from Meeting held on 12 February 2013 was noted. Subject to this amendment, the Minutes of the said February Meeting were accepted.

Correspondence:
Inwards: A letter was received from a family detailing concerns over the installation of air conditioning at Mt Carmel. (To be discussed later in the meeting.)

Outwards: Response to the letter of concern.

Reports
Principal's Report
Presented at the meeting. Report attached.

Mr Delaney expressed his thanks to Luke Thomson for conducting the Gala Sports Day the day after the birth of his second daughter, Hannah. Congratulations and thanks were extended to Luke on behalf of the P&F.

Peter also proposed Sunday 5 May for the School Working Bee.

President's Report
Presented at the meeting. Report attached.

Kim also noted that:
- Laura attended a Grants Forum during the week; and
- the Sacred Space plaque is up and the plants are being planted this weekend.
It was acknowledged that the use of passive cooling in some areas in addition to split systems (e.g., ceiling ventilation) could increase the efficiency of air conditioning and potentially reduce running costs.

There was consensus that the way forward would be:

- The quote from Cool Times for the installation of Split systems for approximately $175,000 plus ongoing maintenance of $5,000 pa was promising but still needed to be reviewed in detail.
- Another two-three quotes/tenders still need to be obtained.
- It would make sense to consider the installation of economically sound passive cooling measures if they could easily be done at the same time as air conditioning installation and that tenders be asked to include these if practicable.
- More work needed to be done to calculate ongoing operating costs
- Investigations would be made into providers used by other schools.
- Once the best quote has been identified it would be brought to the meeting for final approval before proceeding. This would be done in one final resolution, once the best tender has been identified (not in stages as the air conditioning is installed).

The meeting acknowledged that it will take time to gather and assess additional quotes and that no great progress is expected by the April meeting, especially with the Easter holidays in the interim. Generally no General Business is considered at the May AGM but Kim noted that if the quotes were available we would try and include classroom cooling at that meeting as it would be good if the students and teachers could start to receive the benefit of air conditioning by Term 4.

**General Business**

Dominic Murphy proposed that the school Working Bees be co-ordinated and held simultaneously with the Church Working Bees, at least twice a year, with the first to be held in September. Dominic will come up with a proposal for the April meeting. He is happy to act as co-ordinator. Sunday afternoon would be the preferred time.

It was agreed that the School Working Bee on the 5th May would include the Parish regardless.

**New Business**

Tony Shaw’s presentation of the new Parent Portal was deferred until the April meeting.

**Meeting Closed:** 9:59pm

**Next Meeting:** Thursday 18 April at 7:30pm in the Staff Room
21 March 2013

P&F Principal Report March meeting

We are getting very close to the end of our first term for 2013 and the time just seems to have flown by. This is probably because school life is always so very busy.
I am so proud of what has been achieved by all of our students this term. This starts with our Prep students who have made such a positive start to school life and continues through all of the year levels right up to our Yr. 7 students who are excelling as our leaders of the school. Our Yr. 7 students have embraced their leadership program and are representing, and leading, the school with distinction. I would like to thank all of our teachers and parents for the wonderful support that has been offered to ensure such a positive start to the 2013 school year.

Walk for Water
Last Friday’s “Walk for Water” was a great success and we were very lucky to be joined by the Bishop from Mozambique and our local Federal member Mr Kevin Rudd. The children were very excited to welcome these visitors who joined the walk with the children enthusiastically. The day was much enjoyed by the children and I would like to congratulate them all on the manner in which they participated. I would like to thank our APRE, John Bates, for all of the time and effort he invested to ensure the success of this very worthwhile event.

Future Enrolments at Mt Carmel- Letter from Principal

Two weeks ago I sent a letter home to our Yr. 3 & 4 families in which I shared some of my thoughts on why I would like families to consider keeping their children at Mt Carmel through to the end of their primary years. I received a positive response to this letter and a number of families from other year levels requested a copy. At Tuesday night’s school board meeting it was suggested the letter be forwarded to all families. This letter was attached to the distribution of this week’s newsletter that went out yesterday, a day early, for you to peruse.
As I have mentioned previously, it is one of my goals as principal at Our Lady of Mt Carmel to try and re-establish a gender balance across our Yr. 5-7 upper primary classes. I am hopeful that by 2015, when Yr. 7 makes the move to secondary school, that we can be beginning to establish a trend towards a healthier gender balance in the upper years.

Parent Teacher Interviews
I would like to thank all of our teachers and parents for the very positive approach I have observed to our first round of Parent Teacher interviews that concluded Wednesday night. I believe that effective communication between home and school is vital to ensure we are best catering for our students needs. Participation levels across all year levels was very high which is a great indication of the support teachers are receiving from home. I trust that all found their Parent Teacher interview a positive and worthwhile experience.

Gala Sport
Students from Yr 4-7 today participated in a Gala Sports day with a number of local Catholic schools. Students had a choice between AFL and Korfball (modified netball) and a great day was enjoyed by all. This Gala day complements the Interhouse Sports Program that runs on a Friday afternoon for
our Yr. 3-7 students. Thanks again to Luke Thomson, our PE teacher, for organising these opportunities for our students.

**Our Lady of Mt Carmel Dance – Friday 22 March 7-9pm**

Our Dance coordinated by our Yr. 7 leaders will kick off at 7pm tomorrow night. We are hopeful of healthy attendance at this dance having invited a number of local catholic schools and colleges. Funds raised will be used to help offset the cost of sending our Yr. 7 students to Canberra. Thanks to the parents and teachers who have offered to assist with supervision.

**Air Conditioning**

Last week I received a quote from Cool Times, who are a design and construct air conditioning company, on what it would cost to install split system air conditioning into our classrooms. I was pleasantly surprised by the costs as I feared we would need to spend many dollars upgrading the power supply to the school prior to installing air conditioning units. Cool Times believe a reasonably minor upgrade is all that is required as our power boards throughout the school have been adequately upgraded to meet our needs. Their quoted cost to upgrade our power feed and install a range of split systems into all classrooms totalled $174 385. This figure has been broken into more affordable components which would allow us to stagger the roll out. I have spoken to two schools in the last week that have used Cool Times and they were very positive about the experience of working with this company. I think it would be wise to seek further quotes but at least we have a definite idea now of the ball park we are operating in. The last 3 schools I have worked in have all air conditioned their classrooms and my experiences have led me to believe that the provision of a cool learning environment, on the hot days, is beneficial to the students learning. I’m sure we can discuss this further into the meeting tonight.

**Working Bee Proposed date 5 May**

I would like to propose Sunday the 5th May (1-4pm) as the date for a working bee at school to tidy up the grounds and gardens. This would be the end of Week 3 of Term 2. Initially we had nominated July 21 (in Catholic Education week) leading up to the fete as the date for our working bee. I would like to propose moving the date forward as the non-stop rain over this term has made it impossible. For Peter Allan, our groundsman, to keep up with the gardens. The oval is currently looking magnificent but a helping hand is needed with the gardens. A good roll up of parents in May would help to bring things back to order and I am guessing that the growing season would be just about over by then. The gardens would then be good right through to the fete and after. The 5th of May would give us 3 weeks to promote participation following the Easter holiday. Perhaps this can be discussed further into the meeting.

**Morning Tea Thank you**

I would like to extend a thank you, on behalf of all the staff, for the morning tea that was provided for staff on Wednesday morning. The effort that was put into this was amazing and we are still eating things today. Gestures such as this have a huge impact on staff and given that they are all fairly weary following 3 days of Parent Teacher interviews at the end of what has been a very busy term, I think it provided them with a strong sense of appreciation from our parent body. So again thank you. It was amazing.

I am also quite amazed at the amount of work being done by our class coordinators across all year levels. I am now being cc’d in on most emails from our class coordinators and I am blown away by the effort that is being invested by this group of volunteers. The contribution to our sense of community is immeasurable.

**Mothers Lunch**

Again based on the number of emails that I have seen circulating over the last few weeks in regards to the Mothers Lunch I’m sure it will be a very successful event. I would like to thank all who have
contributed to the success of this event this weekend. I’m sure all will be on their best behaviour (ha) and the Dad’s will do a great job looking after the kids.

Holy Week
With Term 1 concluding next Thursday I would like to take this opportunity to wish all families a safe, happy and holy Easter. I would like to welcome all to join us at our assembly in the hall on Monday afternoon to celebrate the events of Holy Week. This assembly will be led by our Yr. 5B class and will commence at the earlier time of 2.00pm.

Regards

Peter Delaney
Principal
Our Lady of Mt Carmel Catholic Primary School
Coorparoo
mailto:adelaney@bne.catholic.edu.au

P&F supported activities February - March

- To cater for demand from new families, additional house colour t-shirts have been ordered in small sizes and should be delivered before the end of term.

- The Class Coordinators thank you breakfast was held on Thursday 28 February. Many coordinators and their children were able to attend and enjoy breakfast, including some lovely food from Ashton & Old. Thank you to Laura Palmer and Kate Thurecht for organising this event.

- We have class coordinators for every class and the email distribution list has been established. This means that anyone who needs to send a message out via the class network can do so by contacting the P&F on the gmail account. Many classes have already organised social activities. Thank you to all those mothers who have offered to take on these positions.

- The staff morning tea program has been set up for 2013, coordinated by Bridget Murphy-Ward. The first morning tea was yesterday, 20 March 2013 – thank you to Bridget and all the parents who brought along plates of food. Dates for the rest of the year are:
  - Wed 5th June
  - Wed 7th August
  - Wed 23 Oct (World Teachers Day)
  - Wed 4th Dec (lunch).

- The annual Mothers Club lunch will be held this Saturday 23 March. More than 150 tickets have been sold, so it promises to be a very successful day.

- Parent Participation forms – Simone Homes is collating the forms that have been returned and is progressively putting in touch the relevant convenors/organisers with volunteers noted.

P&F Projects

- The Library outdoor space was completed and Tracey Halstead included some photos in the newsletter and is running a naming competition. Thank you to Tammy Spiller, Tracey Laidlaw and Jayne Preston for realising this project. The P&F was pleased to support this work, which was funded from commissions earned in 2012 – approximately $1600 from the Commonwealth Bank, $400 from Ezipbooks (book covers) and $200 from That's Mine name labels.
• **Sacred Space** – John Bates is organising to work with John McCahon over the coming weekend to put in some gravel and plants to complete the sacred space area.

• **Choir risers** – a set of second-hand choir risers became available from Loreto College (not Villanova as reported to the last meeting). Christa Cloete inspected these and was happy that they would be suitable to accommodate the whole of the senior choir. The P&F Executive approved the expenditure of $1600 – a considerable saving from the $7000-$8000 for a new set.

**Also note....**

• All parents have now received fee letters from the school for term 1 2013. The P&F levy is now shown as a separate item on the fee account and it is noted as voluntary. It is hoped that payment of this levy will remain as high as in the past (close to 100%).

• Many parents have mentioned traffic issues to members of the P&F Executive and some of these have been noted in the newsletter and the electronic copy of the Traffic Safety brochure circulated. Any suggestions that can help resolve some of the persistent issues are appreciated.

**P&F Executive positions**

All P&F Executive positions are declared vacant at the May AGM. Laura Palmer, Simone Holmes and Emma Box have already indicated that they will not stand for re-election for their executive positions at the AGM in May (after serving two year terms). Parents are encouraged to consider taking on an Executive position and we are very keen to hear from anyone who might be interested.

Kim Broadfoot

P&F President