OUR LADY OF MOUNT CARMEL PRIMARY SCHOOL

By Prayer and Action we Follow Christ

Minutes of Parents and Friends Association Meeting 13 November 2012

Meeting Opened: 7.30 pm

Present: Simone Holmes, Tracy O’ Bryan, Tracy Laidlaw, Jayne Preston, Peter Roberts, Jenny Kemp, Kate Thurecht, Robert Plunti, Kim Broadfoot, Laura Palmer, Tammy Spiller, Peter Delaney, Alison Burgess

Apologies: Bec Murphy, Catherine Hennessy, Ian Eberhardt, Emma Box

Correspondence:

Inward:

• Thank-you card from Della Price in relation to assembly and gift presented there

Outwards:

• Nil

Reports:

President’s Report

Presented at meeting. Report attached.

Treasurer’s Report

Presented at Meeting. Available on request.

Laura noted that the tuckshop had a small loss for October however on a YTD basis it was still running at a profit.

Principal’s Report

Presented at meeting. Report attached.

• Temperatures have been recorded for two weeks however there has been no hot weather yet
• Swimming Carnival to be held 23 November for grade 3 to 7
• Report cards to be issued Tuesday 4 December

Business Arising from Previous Meeting

Communications Survey

The reply rate to the communications survey was 12%. This is quite low so maybe parents are happy with the current system of communication. Thanks for Catherine Hennessy for co-ordinating this.
Pallet Racking

Pallet racking has been installed in the shed near the cricket nets. Tents can be shifted to the shed and the trailer holding the tents can be put on gumtree to be sold.

Funding available to help kids participate in Sport—valued at $150 per child

Tracy O'Bryan discussed a government programme called 'Get in the Game—Get Started'. The program assists children joining a sport or recreation club. Eligible children can apply for a voucher valued up to $150 which can be redeemed at a registered sport or recreation club. Applications open 15 Jan 2013. To obtain a Get Started voucher visit www.nprsr.qld.gov.au/getinthegame. This will be available online and is available for children aged 5 to 18 years old. The funding is available once a year for three years.

P&F Funding Priorities

Kim explained the background of priorities list. The P&F has been collecting priorities from all interested parties. Discussions have taken place with Peter Delaney to prioritise each of the requests. Criteria have been attached to each request and include the following: Specific Project/ Clear Need/ Strategic/ Frequency of Use/ Community Support/ Sustainable/ Cannot reasonably be met by School Budget

Requests Discussed

e-Book System for Library: School based system for e-books. Costs not yet available. Needs more investigation before decision can be made to fund this. Will need to defer this until 2013.

Photocopier: The one photocopier in the office has a very high usage. There is often a line-up of teachers each morning waiting for the photocopier. Second photocopier required will only need to be black and white. First quote to come back is $5700 plus $1 per page which includes servicing and toner. This price range suggests purchasing is a better option than leasing.

Choral Risers - Two quotes have been received (one at approx $5k) however we need to find out how many children will sit on the risers. We also need more detail on safety features and portability. There was also discussion on where the risers should be—on stage or at the front of the stage.

Badge Maker – P&F funding 50% of this purchase. Value of $380.

Motion put forward that P&F exec can approve spending up to $2000 between meetings.

Scullery for Shed - This is required for the food service license for the fete so needs to be installed before Aug 2013. There were a number of options discussed. One was a large stainless steel sink (double) with hot and cold water taps. It could be on wheels and portable. A problem identified was heating the water / having enough hot water. A portable gas bottle was suggested. Another option was for a more permanent set up built outside of the shed. It was agreed that we need to finalize a design for this.
Library Courtyard – Tracey Halstead has requested a table and seats and a general tidy up of the area as the children like to sit out there at lunchtime while reading. Ask Tracey to get another quote. All agreed it was a good request to fund once the design is finalized. Approved up to $2500.

Keera Street Pathway and Gate – Suggestion for a pathway down the side of the old convent building so that people do not have to walk through garden beds. For safety a pool style gate would be installed between the building and the fence. All agreed that up to $2000 could be spent on this project.

Financial Support for needy families - $1500 to $2000 per annum made available to Principal to use at his discretion (this does not relate to fees). Support received for this request.

PA System – Currently using phone system so there are no speakers outside of the school buildings. Often teachers and students cannot hear what is being said - especially if they are doing sports lessons or any other outside activity. This project needs to be costed with a minimum of two quotes.

Education Technology – Peter’s view is not to spend any further in 2013. There will be an IT levy on school fees in 2013.

Kitchen Garden Program – Jayne Preston and Tammy Spiller spoke about a permaculture plan. The Stephanie Alexander program has a high resource requirement however they suggested we could create our own plan. Would need a volunteer committee. It was suggested that Delia Price might be interested in helping out. Discussion about paying for a professional plan ($1200 to $2000), subscriptions, tools for the children and plants. The next step is consultation with staff on which classes would want to participate. Can use existing garden beds but would need more - they do not have to be the colorbond oval shaped ones like we have now.

Air-Conditioning / Classroom Cooling – Kim reviewed the problems we are having progressing with this. The P&F executive feels we do not have enough information and expertise to move forward with this project as it is such a large initial outlay and continuing expense (electricity costs). There are so many differing opinions on whether we need it or not and what is the best way to move forward. The Executive would like to speak to a parent that has expertise in this area.

Redevelopment of Prep Area and Playground – The Landscape Masterplan has an option of having a common area outside the tuckshop, library and prep area. This would involve levelling out the area and removing existing shrubs and plants. There was discussion on removing the amphitheatre and the difficulties and costs involved in doing this. Where the amphitheatre is would be a good area for a new prep playground. Another idea was to convert the senior playground into a prep playground and move the senior playground elsewhere. It was proposed to get a quote for a whole of school master plan. Also discussions about getting playground experts to advise on equipment. Would need some input from the prep teachers.

Summary of spending approvals:

Library courtyard table, seats and tidy up – up to $2500

Financial support for needy families – up to $2000 p.a.

Keera pathway and gate – up to $2000
Docking Station – up to $200

Accepted and motion carried

Meeting Closed 10.23pm

Next Meeting: Tuesday 12 February 2013
13 November 2012

P&F Principal’s Report November 2012

Yr 5-7 Invitational Dance 19 October

The invitational dance for our Yrs. 5-7 students was held in the 2nd week term on Friday night 19th October from 7-9pm in the hall. Students from Villanova, St James, & St Joachim’s joined our students on the night. Thanks to the Yr 6 parents who came along to assist with supervision. About $700 raised which will be used to help reduce the costs of next year’s Yr. 7 trip to Canberra.

Sports hats & House Shirts

New sports visors have arrived and are now available for sale in the office. Thanks to Paula Lammey for coordinating this.

Camps

Our extended camping program comes to an end tomorrow afternoon. Children from Yr 4 - Yr 6 have all participated very successfully in camps over the last 2 weeks. Thanks to all of the staff involved to ensure the success of these ventures.

Sacred Space

Congratulations and thanks to John Betes and John McCahon who have brought our sacred space to fruition. Over the last fortnight all classes have had the opportunity to have a class liturgy in the new outdoor space. Father Jerome joined one of our Yr. 4 classes and gave the space a blessing. A plaque is still to be mounted in the coming days to recognise the efforts of all involved. I would like to thanks the P&F for their generous support of this project.

Temperature Survey & Electricity for Air conditioning

Teachers are currently collecting data in classrooms in regards to temperatures. Weather has been reasonably mild over the last 2 weeks but to give you an idea in the Yr 1B classroom morning temperatures have averaged about 25.4°C, in the Prep C classroom temperatures have averaged about 26.4°C, 3C temperatures have averaged 25.6°C and in Yr. 4 B temperatures have averaged about 25.2°C. Emma Ponti & Carolyn Taylor’s class have been keeping data in the hall as well as their classroom and hall temperatures have averaged about 25.2°C.

I spoke with Anthony Patterson a few weeks ago in regards to determining what our current power capabilities would allow us to install without upgrading power. Anthony visited the school for a few hours last week but I am yet to hear a progress report on this matter.

Concert - Alice the Musical

Under Bernadette Fegan’s guidance the concert is well underway. Ticket sales have been very strong since going on sale last Thursday evening. It is promising to be another very successful event.
Prep Orientation & Parent Evenings
Prep Orientation went very well. My thanks to the teachers for all their efforts preparing for the 2 gatherings. Thanks also to all of the parents who provided generous support. Our Prep to Yr. 1 evening and our Yr. 7 Personal development evenings were also very successful. Again thanks to the teachers and parents for their support.

Upcoming events
In the next couple of weeks we can look forward to our Swimming Carnival that will be held at the pool at the Mt Gravatt Campus of Griffith University on the 23rd Nov, the Yr 7 Graduation on 5th Dec, 7 the end of Yr mass on 5th Dec. In addition to this various year levels are organising a range of end of year events. I would like to congratulate the Prep families who have already held a very successful parent gathering in the hall just over a week ago.

Report Cards
Teachers are now busily preparing end of year report cards. With all going to plan these should be issued on Tuesday 4th Dec. Technology permitting.

Thanks
With this being the last P&F meeting for this year I would like to say thank you for the wonderful support provided to the school by the P&F in 2012. Both under Glenn Pereira’s presidency and now Kim Broadfoot’s leadership I have felt very privileged to work with such a committed group in my first year at the school as principal. I look forward to working with you all again next year.

Regards

Peter Delaney
Principal
Our Lady of Mt Carmel Catholic Primary School, Coogarbool
mailto:pdelaney@bne.catholic.edu.au
P&F Presidents Report – 13 November 2012 – Kim Broadfoot

Opening Prayer – Robert Piunti

P&F supported activities October/November

- World Teacher’s Day – staff morning tea and gift of a coffee machine to the staff. Thank you to Shalini Matthews for coordinating all four morning teas for the staff in 2012.
- Coffee cart in the Shed on Monday mornings. This has been trialled this term and has had a moderate amount of business.
- Spell-a-thon – considerable support from the school community for the fundraising for Zumalai. Laura Palmer to report.
- Prep Orientation – the Mothers Club organised morning tea to welcome new Prep families for the Prep Orientation day. Thanks also to Jenny Kemp for coordinating the Prep buddy families, and arranging a play at the school for 25 January.
- Coordination of orders for book covers and name labels with the 2013 stationery orders. Thanks to Kate Thurecht.
- A further supply of house T-shirts has been ordered and are now available for purchase in the Office ($12.50).
- Carols by Candlelight has been organised for 19 December and a new stock of candles ordered.
- With the Sacred Space coming in under budget, a sum of approximately $900 remains for planting and artwork for the area.

Tuckshop online ordering

The Tuckshop converted to 100% online orders at the commencement of Term 4. This has run quite smoothly and the majority of families now appear comfortable with the new system. Laura Palmer to report on financials.

Review of spending priorities

The efforts of the Executive this month have been focused on identifying spending priorities. A draft list of items was prepared with the input of staff and members of the school community and circulated with the newsletter prior to this meeting.

Thank you to Peter Delaney

The P&F would like to acknowledge the hard work this year by our new Principal, Peter Delaney, as he has taken over the reigns from Margo Dixon. From the perspective of the parent community, the transition has been smooth, and we have welcomed the many positive changes introduced by Peter over the course of the year. The P&F has enjoyed an easy working relationship with the entire admin team and look forward to tackling the challenges of 2013 together.
Business arising from previous minutes:

Traffic Management

That Traffic Management Plan will be available for publication shortly.

Communications audit

The communications survey attracted a 12% response rate. A number of very good suggestions have been made in the comments section. Catherine Hennessy has prepared a report that will be discussed with Peter Delaney prior to a presentation to the first P&F meeting in 2013.

One issue is the question of making P&F communications to parents more efficient (this currently cascades through the class coordinator system). In 2013 we would like to use the school master list and will be seeking permission from families accordingly.

Thank you to Catherine Hennessy for her coordination and for donating the $30 gift voucher as a respondent prize.

Sun visors

Yellow sports sun visors have also been ordered and are on sale for $5. Thanks to Paula Lammey for her work on this initiative.

Sale of trailer

Ian Eberhardt reports that the pallet racking has been ordered for the shed and can be installed shortly. This means that the shade tents can be stored securely and the trailer will then be listed for sale.