OUR LADY OF MOUNT CARMEL PRIMARY SCHOOL
By Prayer and Action we Follow Christ

Minutes of Parents and Friends Association Meeting
10 July 2012

Meeting Opened: 7:40pm

Present: Laura Palmer, Emma Box, Simone Holmes, Kim Broadfoot, Kate Thurecht, Peter Delaney, Tammy Spiller, Jenny Kemp, Kath Eberhardt, Shalini Matthews, Maryanne Costi, Simon Palmer, Catherine McCahon, Russell Moran

Apologies: Angela Ransom, Paula Lammey, Janelle Tsockallos, Peter Roberts

Minutes of Last Meeting:

Minutes accepted from last meeting held 14 June 2012.

Correspondence:

Inward

- Email from Catholic Education about the 2012 Catholic Education Week Dinner.
- Letter from Ian Kaye MP advising of Everyone’s Environment Grants.

Outwards

NIL

Reports:

President’s Report

Presented at the meeting. Full Report available on request. The Presidents Report discussed:

- Jump Rope for Heart – Thanks to Jenny Kemp for organising and coordinating this. It was well received and the students had a great time. All money raised was donated to the National Heart Foundation.

- Fete – Preparations are in full swing. Tracy Laidlaw to provide and update later in the meeting.

- Online Tuckshop Ordering – It is hoped that this new system will be ready for trial this term. There will be a small cost per order associated with using the online system. The option of making cash orders will still be available. The
system may be utilised for a variety of other ‘ordering’ purposes, including ticket sales.

- Use of P&F Equipment – Rachael Patterson will coordinate and supervise the loaning of P&F equipment (dry bars). A bond will be charged. The bond amount is still to be determined.

- A grant application for the Prep sunshades has been submitted. If successful it will cover approximately half of the anticipated $2,100 cost of the proposed shades.

- Classroom Cooling Project – Russell Moran reported that he currently has three contractors lined up to prepare a report (including costs analysis) on classroom cooling. Russell confirmed review and assessment of the school power supply would also be covered. The contractors will need access to the school, which he will coordinate with Peter Delaney. It will take some months to finalise these reports.

- Sacred Space – A revised quote from John McCahon was received just prior to the meeting, so has not yet been properly reviewed. The quote was significantly under the initial quote, reflecting the changed scope of work. The revised quote came in at $12,330 (ex GST), which is significantly less than the originally approved budget of $18,000.

- Music Supporters Group – It’s proposed to make this a new sub committee of the P&F. It was also canvassed that the Telstra grant for $1,200 be applied for to purchase music equipment and instruments. Both the Sub Committee and Grant will be investigated further.

**Principals Report**

Presented at the meeting. Full Report available on request. The Principals Report discussed:

- Report cards sent out at the end of Term 2 using the new Student Reporting System. This new reporting program was well received by teachers and worked well overall.

- Parent/teacher interviews scheduled for week 9. The Parent Teacher online booking system will be utilised.

- The whole school mass on Monday 16 July to celebrate the School’s Feast Day.

- Initiatives completed over the June/July holiday including:
  - Upgrade of the school alarm system
  - High pressure water cleaning of various school pathways
  - Recarpeting of various classrooms and hallways
The arrival of interactive whiteboards for years 1&2 classrooms
The addition of 30 new Ipads for classroom use

- Interhouse Sport will be extended to include year 3 and starts week 2. The CBA is donating money to help the School purchase new netball poles for the newly marked junior court.

- The Working Bee, scheduled for the afternoon of Sunday 22 July, is well underway. John Bates is coordinating this.

Treasurer’s Report

Presented at the meeting. Full Report available on request.

Of note the Tuckshop is in profit June year to date.

Thank you to our Tuckshop coordinator Kellie Collins for her work done to streamline systems and increase efficiency. Her time and dedication is very much appreciated by the P&F. A thank you also to the many tuckshop helpers who have implemented and supported these changes.

Business Arising from Previous Meeting

Fete Update

With just over three weeks to go Tracy Laidlaw gave an update on fete preparations. Of note:

- Fete sponsorship is approaching $4000.
- Donations of prizes are down on last year
- The Toddler’s Chill Out Zone will be bigger and better than ever this year with the inclusion of highchairs, change tables, nappies for purchase, safety arm labels, Tiny Art, possibly Baby Yoga, student fete volunteers coordinating reading corners and a toddler disco. All for a gold coin donation.
- There will be two live auctions at 10:20am and 2.20pm
- Raffles will be drawn every hour with roaming ticket sellers
- Wire fencing will be utilised this year to display art more effectively
- There will be three security guards.
- There will be two onsite ATM’s
- Fliers and posters have arrived and will be distributed over the coming weeks. This includes letterbox drops in the surrounding area. Local residents will receive a letter outlining fete details and including free vouchers. A copy of this letter was tabled at the meeting as well as the Student Volunteer Contract.
- Prep classes are making fence decorations
- A letter will be sent to the Police advising of Fete details
- The next Fete Bulletin will be distributed on 26 July
- Media includes: a media release, possible article in the SE Advertiser, Facebook Event, Google Ads
- Fete layout still to be finalised
It was suggested that a school car spot be auctioned. It was proposed that the current ‘Emergency’ car park be utilised for this purpose. Tracy will look into this. Guidelines for car park use would need to be clarified and specified.

**Dinner Dance**

Maryanne Costi advised that the dinner dance made a $760 profit. Thanks to the Dinner Dance Committee for making this such an enjoyable event.

It was proposed by the Committee that the Dinner Dance take place in term 4 next year, (October), in place of all other end of year parent events. It was requested that the date of the dinner dance be communicated to everyone in term 1, especially Class Coordinators, with the instruction that no other parent functions are organised in term 4. The meeting was supportive of this suggestion.

It was also requested by the Dinner Dance Committee that the $760 profit be ‘reserved’ from P&F funds for them to use next year thereby helping reduce ticket costs. Kim and Laura agreed that an informal arrangement of this nature would be noted.

**Year 7 Graduation Costs**

Currently year 6 student families pay for and organise the graduation for year 7 students. There have been issues with this arrangement in recent years prompting requests from year 6 parents for additional funding from the P&F. Kim advised that in the interests of fairness it be proposed that from now on the year 7 parents would organise and finance the graduation for their children. Grade 6 parents would be requested to assist with the set-up and serving on graduation evening. As the 2012 year 7 parents have already paid for the 2011 graduation, it was proposed that the P&F would fund 2012 Year 7 graduations costs with a budget of $20 per student. This proposal was discussed and it was agreed that it would be canvassed with current year 7 parents.

**Signage Update**

To be followed up at the next meeting

Peter Delaney advised that a member of the Bycroft Family had contacted the school offering to pay for the Bycroft oval sign (at The Crescent Street entrance) to be repainted and updated. It was agreed that this offer should be pursued.

**Meeting Closed:** 9:10pm

**Next Meeting:** THURSDAY 9 August at 7:30pm in the Staff Room