MINUTES OF PARENTS AND FRIENDS ASSOCIATION MEETING
14 JUNE 2012

Meeting Opened: 7:35pm
Attendance: Peter Delaney, Simone Holmes, Laura Palmer, Robert Piunti, Kim Broadbent, Tammy Spiller, Kellie Tesolin, Tracy Laidlaw, Angela Ransom, Michael Dann, Peter Roberts, Russell Moran, Simon Palmer, Jenny Kemp, Kate Thurecht
Apologies: Shalini Matthews, Lucy Berridge, Emma Box, Paula Lammey

Minutes of Last Meeting:
Minutes accepted from last meeting held in April, 2012

Correspondence:
Inward - nil
Outward – nil

Reports
PRESIDENTS REPORT
Presented at the meeting. Full report available on request. The Presidents Report discussed:

- Dinner Dance: a small profit was made. Numbers were slightly down. There are some ideas to be discussed regarding next year. This will be on the agenda at the July P&F meeting when Dinner Dance Committee Members are in attendance.

- Jump Rope for Heart – kids are enjoying the preparations. Thanks to Jenny Kemp for organising

- Staff morning tea held recently. Very much appreciated by staff. Thanks to Shalini Matthews for organising

- Walk Safely to School Day was a success and enjoyed by the children again this year
Mt Carmel Recipe Cookbook is at the printers. An enormous project and special thanks to Jenny Kemp, Bec Murphy, Tammy Spiller and Kate Farrell.

Application for a grant for shade sales in the Prep area is being sent tomorrow. Quotes on blinds are still high and will be incorporated into classroom heating/cooling project.

Sacred Space – The Executive has reviewed the project, the rationale and the costings with Peter Delaney, John Bates and John McCahon. Finding cost savings is a priority and John McCahon is reviewing his quotation after discussions with Kim, Peter, Todd Kemp and John Bates.

IT project – dedicated $15,000 for new laptops in the library.

P&F Executive will re-look at areas for funding once fete proceeds have been banked (including heating/cooling project)

The coming months for the P&F includes:
- outlining the P&F’s relationship with its various Sub-Committees and the School Board
- Working Bee on July 27
- Fete
  - Reviewing the Prep/New Family orientation process
  - Reviewing Prep morning routines
- Peter suggested that some master planning priorities might need reviewing

TREASURERS REPORT

- Presented at the meeting. A copy is available on request.
- $468 loss in tuckshop as at end of May (big improvement on last year)

PRINCIPALS REPORT

- Presented at the meeting. A copy is available on request.
- The school received a one-off IT grant from Cath Ed for $54,000. This will be used to purchase interactive whiteboards, laptops and iPads (1 Ipad for each classroom, bank in Learning Support, 3 sets of 6 Ipads which can be rotated through classrooms)
- Upgrade of carpets in Grade 1, 4 and 7 classrooms. Lino is too expensive. The option of removing the carpet and polishing the floorboards is being considered.
Business Arising from Previous Meeting

CLASSROOM COOLING (Russell Moran)

Russell is waiting to receive the plans from the architect. There may not be enough power to air condition upstairs in the main hall or the older buildings without upgrading the power from the street. Russell is extracting drawings from the architect and will then seek proposals from engineers. Engineering fees could be around $12,000. Once the project is scoped it will be put to contractors for advice and costings. Peter advised that any project over $50,000 needs to approved through the Archdiocese.

SACRED SPACE UPDATE

This was discussed as part of the President’s Report

IT COMMITTEE UPDATE

Discussed as part of the Principal’s Report.

DINNER DANCE

Discussion delayed until next month when Dinner Dance Committee Members can attend

YEAR 7 GRADUATION COSTS AND END OF YEAR DEPARTING STUDENTS FAREWELL (NOTABLY YEAR 4

Discussion delayed until next month

SIGNAGE UPDATE

Michael Dann working on this. Waiting to hear back from other parties. Discussion delayed until next month

TRAFFIC MANAGEMENT GUIDELINES (Simon Palmer)

Simon has reviewed the current information. The information and guidelines need to be simplified. The current guidelines are not as clear as they could be and some information is outdated. Consideration also needs to be given to the driveway into the school grounds off Norfolk Street. Norfolk Street Childcare Centre has done everything that it can do.

FETE UPDATE (Tracy Laidlaw)
- 20 Year 6 students have been interviewed for Student Fete Volunteer (hand out maps, help in Chill Out Zone). Contracts are signed by parents. Some may be used as ‘greeters’ at the main entry points.
- Staff may be able to patrol quieter areas.
- The designated area for “Lost children” has been established. This will be promoted in the lead up to the Fete and on the maps.
- **Sponsorship** – Paula Atkinson is gaining prizes and has received verbal commitments for cash donations. Any invoices and receipts are to be done through Laura Palmer.
- Ian Kaye (our local Member for State Government) will open the Fete and Councillor Ian McKenzie will draw the art union. Brisbane Lions, Firebirds, 2 bands (Stop/Go – teenage punk rock band will do 1 set and Highly Strung 3 sets) have been locked in. Peter mentioned that the children of Assistant Coach for the Wallabies will be starting at Mt Carmel in Term 3.
- **Layout**: there will be 3 main zones – hall, oval and shed plus Toddler Chillout Zone. Gr 5/6 class rooms will be used for first aid and possibly the Prep classrooms for storage
- Raffles will be drawn every ½ hr or so and there will be roaming ticket sellers. Two live auctions will be held after the choirs perform. More auctions will take place on the oval when the art union is drawn
- The next Fete Convenor Meeting is being held on July 11. Procedures for the day, floats, etc will be discussed at this time. Tracy asked Laura to attend this meeting.

**CRAZY CAMEL (Angela Ransom)**

Angela has discussed Crazy Camel with the Art Stall convenors and it was decided to run it as a separate initiative to the Fete and could possibly happen in the last week of Term 3. Artwork could have a Christmas theme.

A suggestion was made to consider the timing of the fundraising activities so that don’t run back to back.

After subsequent discussion at the meeting, it was decided that Crazy Camel be shelved for this year in light of the Spellathon, Walk for Water, Project Compassion, St Vincent de Paul Winter Appeal, etc. Instead other fundraising opportunities could be considered later in the year eg personalised labels, book covers – products that are parents are already purchasing.

**GROUND/WORKING BEE UPDATE**

- Flyer has gone home today as well as a note in the newsletter
- John Bates is going to coordinate this with Peter Delaney.

**General Business**

- Councillor Ian McKenzie (Holland Park Ward) and Ian Kaye (State Member for Greenslopes) attended the beginning of the meeting to (re-)introduce themselves and offer support. Ian Kaye wanted to inform us that he is installing flashing lights outside Cavendish Road High School to highlight the school zone and is happy to be contacted regarding sponsorship or discuss other ways we can work together.
- Tracy thanked Cr Ian McKenzie and Ian Kaye for accepting our invitation to attend the Fete on August
- The structure of the P&F meetings has been slightly changed with the reports being presented before general business
- Communication of the Agenda for the P&F meeting will be sent as an attachment to the newsletter in future and via class co-ordinators
- Electronic tuckshop ordering and payment system was raised. It was investigated last year and put on hold by BCE as they were about to implement a similar system

**Meeting Closed:** 9:30pm

**Next Meeting:** Tuesday July 10 at 7:30pm in the Staff Room