MINUTES OF PARENTS AND FRIENDS ASSOCIATION MEETING  
13 SEPTEMBER 2011

Meeting Opened: 7.35pm

Present: Emma Box, Laura Palmer, Lucy Berridge, Simone Holmes, Paula Lammey, Peter Roberts, Kim Broadfoot, Jenny Kemp, Janelle Tsoskallos, Margo Dixon, David Henderson, Glenn Pereira, Angela Ransom, Sam Robinson, Kate Thurecht, Tracey Laidlaw, Garry West, David Henderson

Apologies: Clare Kinross

Minutes of Last Meeting:
Minutes accepted from last meeting held in August, 2011.

Business Arising From Previous Meeting:

- Annual Combined P&F and Board Planning Meeting (11 October 2011) - discussed in General Business;
- Allocation of P&F Funds - discussed in General Business.

Correspondence

Inward

- Letter from The Federation of P&F Associations of Catholic Schools Qld enclosing Model Constitution and Commentary for Catholic education Boards in Qld & APC Reviews 1 & 2/2011;
- Letter from Cameron Dick MP re Greenslopes Community Service Awards;
- Letter from the Office of Lord Mayor inviting applications for the 2012 Active School Travel Program;
- Letter from Cameron Dick MP commending the Mt Carmel Fete;
- Letter and brochure from the Queensland Catholic Education Commission highlighting issues important to Catholic Education in lead up to next state election;
- Qld Arts Council Youth Program 2012.

Glenn gave a brief overview of the above correspondence.

Simone is to check that our current Constitution is consistent with the Model Constitution supplied by The Federation of Catholic Schools and also look into
having a copy of our current Constitution lodged with them for safe keeping. Margo is to follow up on a contact for Simone to liaise with.

Possible nominees for the Greenslopes Community Service Award were discussed. It was decided that Pat Mitchell the Lollypop Lady would be a wonderful person for the P&F to nominate for this award. Margo would find out how long she has been a Lollypop person for. Nominations close on 7 October 2011. Glenn will prepare the application.

Participation in the 2012 Active School Travel Program was discussed in General Business.

Margo explained briefly the letter and brochure from the Queensland Catholic Education Commission highlighting issues important to Catholic Education in the lead up to next state election. Glenn is to prepare a template letter.

The Qld Arts Council Youth Program 2012 was briefly discussed. The information was passed onto Margo for consideration.

President’s Report

- Glenn spoke of his concerns about the tuckshops lack of profitability and his plan to conduct a tuckshop review commencing this month. From a profitability perspective, the days of opening need to be reviewed. Options to be considered: 1) fund the loss; 2) increase prices; or 3) drop or adjust current opening days. It was agreed that the current tuckshop system was very labour intensive with little financial return.

- Margo noted that Tony Shaw is investigating a computerised ordering system which can also be used for other non tuckshop related functions within the school such as ordering concert tickets and tickets for the fete. Laura noted that the initial outlay was approximately $750. There are also ongoing running costs. How these ongoing expenses might be met was discussed. Current schools using this system include St Katherine’s and Norman Park State School. Glenn was provided with a contact at Norm Park State School for follow up.

- Inconsistencies in tuckshop prices on the Mt Carmel website were noted and would be investigated.

Treasurer’s Report

- Presented at meeting. A copy is available on request.
- Fete results, including breakdown, were discussed.
- Laura’s recommendation was that approximately $70,000 be released for spending. This may be reviewed in Term 1, 2012 with a view to releasing more funds.
- Bycroft Oval payments have been finalised.
Principal’s Report

- Presented at meeting. Full report available on request.
- Margo’s report discussed:
  - Highlights of term 3;
  - Imminent building and ground works;
  - Mt Carmel’s excellent Naplan Results for 2011; and
  - Spellathon date: **Tuesday 25 October**

General Business

- A box is located in the Office for the collection of old mobile phones for the ‘You Can Schools Program’. A joint initiative between CanTeen and the Sony Foundation. Sony swaps old mobile phones collected for cash, which is used to develop programs and services for youth cancer. Schools receive points for phones collected, which can be redeemed for school equipment. Margo will scan letter for inclusion in the school newsletter and Lucy will talk with Father Wayne to see if a letter can be put in the Parish Newsletter and poster displayed in Church.

- Lucy explained the Crazy Camel Fundraiser - calendars and cards with children’s artwork. Prices decided: calendars $12, pack of eight cards $13. This fundraiser to be extended to the Parish to raise money for Zumulai. Lucy has ordered the paper for the start of term 3.

- Participation in 2012 Active School Travel Program was discussed. To be revisited next year for 2013.

- Allocation of P&F funds was discussed. Proposals will need to be considered for presentation at the Combined P&F and Board Meeting on the 11th October. Ideas canvassed included:
  - Planned funding for structured development of resources for the Learning Support Program;
  - Purchasing selected infrastructure for the fete;
  - Reconfiguring and covering the drop off & pick up zone on Norfolk Street (including a new front fence);
  - An IT acquisition program;
  - Establishing a Sacred Place (Mr Bates);
  - Funding a more comprehensive language program;
  - Trees for the junior playground addressing the glare from the roof of the new day care centre next door.

Glenn to put out a general invitation for parents and friends to email suggestions to the P&F. **(Coorparoopandf@bne.catholic.edu.au)**

Margo noted that some of the school loans would drop off in two years time freeing funds. This should be considered when planning and prioritising proposed projects with the Board. Laura and Margo will meet on October 4,
after drop of, to work out the process to be adopted at the Combined P&F and Board meeting on 11 October.

Laura will look into the possibility of placing relevant P&F funds into a term deposit pending finalisation of spending allocations.

- School Photos were discussed and comments made by parents that the provider was too expensive and that they objected to paying for photos before they had been sighted. Margo said the school was amenable to considering a new provider.

Meeting closed: 9.43pm

Next Meeting: Tuesday 11 October, 2011 (Combined Meeting with the School Board)