

**HOLY FAMILY CATHOLIC PRIMARY SCHOOL  
PARENTS & FRIENDS ASSOCIATION**



**Wednesday 19<sup>th</sup> February 2020**

**7:00 pm**

## **Minutes**

1. Present :
2. Apologies: Nil
3. Opening prayer (Lou)
4. Acceptance of the minutes of P&F General Meeting held 26<sup>th</sup> Nov 2019  
Accepted
5. Principal's report -see Annexure A
6. President's report – Thankyou to all parents, teachers and to Lou Dogao for everything they do for our school, and for all the contributions made by parent volunteers. President reinforced that the function of P&F is to promote strong sense of community. The ex-president has relocated to Melbourne, and the new incoming president is keen to be involved in making significant contributions to the school.
7. Treasurer's report – 2019 was a very positive year for the P&F, with \$44K funds raised in total. Thanks to all the parents, school staff and volunteers who contributed to the fantastic result. The art show and fair continues to be the largest source of fundraising for us. In 2019, other events also contributed favourably, including the new event colour run, Christmas markets, school disco and Father's Day breakfast. The funds that we raise are put to fantastic use for our children – including new learning technology and flexible furniture.
8. General reports –  
Social Justice (no official coordinator for 2020). School teachers will continue to assist with social justice activities and help to find a new coordinator
9. Art Show and Fair –  
The Lindfield Art show and Fair is scheduled for 20-22<sup>nd</sup> March 2020. It was acknowledged that the fair is scheduled on the same day as the reconciliation sacrament celebration which many of the year 3 families are attending. The

celebrations are scheduled at 1.30pm and 3pm on Saturday 21<sup>st</sup> March at Killara church. Given this clash, year group responsibilities were discussed. Coordinators of the fair acknowledge given the smaller numbers in the school, the fair will be appropriately down-sized compared to previous years. Last year did well despite the lower numbers.

Kindy and year 6 (cake stall) – currently we don't have a coffee cart.

ACTION: Member to contact the CFO of Food Co – and consider the 'Bean Giving' component to help with coffee cart. Someone also to look into hiring a coffee cart.

Year 1 and 4 – Kidzone. No-one has volunteered to coordinate the Kidzone as yet. The fair will be down-sized compared to other years.

ACTION: P&F to rally up parent volunteers

Year 2- cocktail party – invitations need to go out now. No-one has offered to coordinate the cocktail party.

Year 3 – to be on the raffle because of their reconciliation commitments

Year 5 to do the BBQ.

Discussion was had about outsourcing to a 3<sup>rd</sup> party to run the fair as an option. The fair will not run in 2021 due to the Coles construction, so the P&F agreed it is crucial to have a fair in 2020.

Art show is on track, and has at least 39 artists booked. The Art show director will require volunteers for setting up prior to the show.

Banners for the art show and fair need to be updated, removing logos that are no longer associated with the school. This has been approved by the P&F president.

## 10. Sponsorship

Unfortunately, McConnell Bourne, our long-standing sponsor, is no longer able to sponsor the school. We have no further sponsors thus far.

We need to look for other opportunities to sponsor the school. Discussion was had about approaching tech companies, given the school has adopted the STEM program.

The school has a charter document outlining the different tiers of sponsorship, to approach companies with.

ACTION: Three of the attendees have offered to source sponsorship, and will approach companies with the charter, including Vision personal training, to source funding.

## 12. Other Business:

### P&F –

- It was decided to have 2 P&F meetings per term.
- The difference between the P&F and the advisory board was clarified. It was also discussed if the advisory board needs to change its name to council instead of board. The advisory board takes on several big picture focuses, future directions. The P&F is a community building body.
- The parent survey report (which was conducted last year) to be sent out to the P&F and be tabled at the next meeting for discussion
- Other events to think about doing in the group i.e. mother-daughter, father and son events. CSIRO could be involved in doing STEM activities for families. All agreed these activities are a good thing for the community. ACTION: School mum who works at CSIRO to look into this.
- Discussion had to try to pull the P&F and advisory board together. P&F feel that a meeting with the board would be a good idea – look at the survey results and discuss events for the year. ACTION: President will arrange a meeting between them both.
- Events discussion: Midyear dinner hasn't been on for the last 2 years. Given it is an Olympic year, everyone agreed we should have it with the Olympic theme. It was agreed that every Olympic year we should aim to have a midyear dinner.  
It was acknowledged that the new event for 2019 'the Colour Run' was a fun and great fundraiser for the school.
- Headshots of the P&F with names, key responsibilities, child's name/class and personal line bio is a good idea so school parents know who the key members are.
- Discussion around P&F meetings moving forward – Webex, electronic ideas forum
- Social Coordinator/ Social committee – suggest having 2 people to share the role. Role to be advertised in the school newsletter. Was discussed that 2 people could 'jobshare' the role, given most parents are working.
- Fairy fund – used for teacher gifts. School has reduced numbers compared to previous years, and classes are of varying sizes. We have classes with a number of teachers who are job sharing. It was proposed that this money should only be for teachers (not parent gifts in time of sickness etc. It was agreed that money for parent gifts should be collected separately and not taken from the fairy fund). Suggestion to have a fairy fund contribution per family. ACTION: Class parent coordinator to put some guidelines together around the fairy fund and how gifts are purchased, amounts spent on gifts and appropriate gifts, so that the gifts are equitable.

- Broken bay archdiocese – 2019 strategic plan re engagement.

Meeting late last year with Tony Bracken who gave a presentation on how the CSO can support the school. The company called "Resonate" did research into families' choices. Nothing has happened from these meetings and there has been no

follow-up as yet. Resonate are working on the findings to be reported. Unsure when the report findings will be available. Principal to follow-up what is happening with the research findings.

- Vocal group for years K-2. One of the parents is starting a vocal group for year K-2. Gold coin donation, to go to charity of choosing. Will be advertised soon in newsletter

9.15 pm close

## Annexure A

### Principal's Report

#### P & F Meeting

19<sup>th</sup> February 2020

- Welcomed Mrs Barnden - 2G Thursday & Friday, Mrs Amanda Lewis – STEM K-4 Friday, Mrs Melinda Forster – Music and Drama Monday & Thursday and Mr Darren Nosti – PE Monday and Thursday. Welcomed Mrs Laura Nunn back from maternity leave.
- A good and very busy start to 2020. MAIs, Parent Night, Welcome BBQ, Staff CPR training, Beginning School mass with induction of Seniors and Leaders, Swimming Carnival and barely 3 weeks in!
- Introduced children to the language of Holy Family 'I ams', expectations instead of rules: I am Respectful, I am Responsible, I am a Learner.
- We have also started the year with a focus on prayer, wellbeing and having a positive growth mindset. Soul Journaling, a 'be you' minute and the Examen occur each day.
- A successful Swimming Carnival. Fabulous weather, well supported by parent volunteers, and well organised and run by Mr Nosti.
- New computers replacing Windows 7 machines have almost all been delivered. Windows 7 machines are no longer being provided with patches and will soon be disconnected from Broken Bay domain. So far 50 laptops and 12 desktops have been delivered and imaged. K to 2 receive 6 new laptops for each class, Learning Support 2, 10 in a bank upstairs, 1 Principal machine and remainder to go in a bank downstairs. Desktops are teacher classroom machines. More Windows 10 machines still to be delivered as well as ChromeBooks for Years 4-6. This has been possible because of the yearly P&F technology contribution. Thank you!
- Second phase of introducing flexible learning furniture being ordered. This furniture is more suited to 21st century teaching and learning providing different learning spaces for different tasks and learning styles. Will hopefully be ready early Term 2.
- Received notification from the office of Paul Fletcher that our grant application for shade structure in the playground opposite the music garden was successful to the tune of \$10 000. Awaiting the funds to be deposited.
- This time last year we welcome Jasper Nunn and this week we welcomed Audrey Lina Busseler. All are well and now home.