



## ***HOLY FAMILY CATHOLIC PRIMARY SCHOOL***

### ***PARENTS & FRIENDS ASSOCIATION***

***Wednesday 16<sup>th</sup> September 2020 7.00 pm***

## **Minutes**

1. Present
2. Apologies
3. Opening prayer
4. Acceptance of minutes of P&F General Meeting held 12<sup>th</sup> August 2020
5. Correspondence
6. Principal's report – see Addendum 1
7. President's report – nil to report
8. Treasurer's report – Eftpos machine for uniform shop facility will be closed. Nil else to report
9. General reports – Band, Social Justice - nil
10. Sponsorship update

Key P&F members to discuss sponsorship strategy with school and agree on objectives /aims and then put plan in place to engage sponsors in term 4, to come on board in early 2021. ACTION: Sponsorship sub-committee and Lou to discuss, in conjunction with Olivia Tham in 1<sup>st</sup> week of term 4.

#### **11. Other Business**

- COVID19 update – Education dept details will follow soon. Principal states there will be some relaxation of rules for year 6 graduation. Hygienist will be continued to the end of the year. Leadership camp is early term 4. May not be an overnight trip – could be just a day trip. Hoping they will be able to do some of the usual activities.
- CSO engagement update (Danny Casey) – Lou will arrange a meeting to discuss future directions. ACTION: members to provide feedback to P&F for discussion with the CSO director. President / principal to arrange a meeting. Some issues to discuss include
  - School fee structure and enrolments
  - staffing (particularly for students with special needs/ learning support).
  - The school / parish relationship. Role of the church and how the church and school can work together and provide a coordinated approach to running events.
  - Perception in the community that the catholic schools are expensive – How can we change this false perception? Need to make the message about fee relief more visible



- Open positions
  - School Promotions and Marketing Coordinator – Welcome Olivia Herlambang-Tham
  - Parent Coordinator 2021 – thankyou to current coordinator, who has been the coordinator for the past 3 years. P&F acknowledged the hard work and dedication of the current coordinator. ACTION: to have the new position filled by November 2020
  - Social Coordinator – position currently vacant

ACTION: would like to have someone or a committee in place for 2021
- Grant submissions
  - \$300 CSP grant (family engagement or sustainability grant) – due Friday 18<sup>th</sup> September – proposed to use funds a whole school virtual trivia night. A wish list has also been put together for needed garden equipment worth around \$300. It was decided to apply for the grant and put towards a whole school Family Trivia night. Discussed getting a sponsor for the trivia night (i.e. to provide food to participating families). Planned activity for week 3 of term 4. Spot prizes may be arranged through local businesses. It was proposed to also invite families who are starting school next year. Trivia master has been approached about cost / dates. ACTION: P&F to confirm with trivia master.
  - \$1000 Woolworths environment grant
  - Diocese \$4000 grant – Roger O’Sullivan Memorial grant – for school community. “The Leader in Me” was proposed as the concept to be used for the application. Applications close on the 25<sup>th</sup> of September. ACTION: Lou/President to apply.
  - Other Diocese grants – Continue to investigate these
- Fundraisers
  - **Colour Run** – P&F / Lou – to discuss the possibility of engaging a fundraising support business and obtaining council approval for use of an outdoor venue (oval) to run the event with COVID restrictions in place/ combine with a sports fun day. Propose Primula Park. Electronic fundraising/ prizes for the school. Estimate to raise 15-20K  
ACTION: To aim to have this mid-term 4. P&F to discuss with the Colour Run company dates available.
  - **Crazy Camel Art Fundraiser** – kids complete art task in class, orders submitted by parents for various keepsake products ACTION – Secretary to look into this as a term 4 activity with a Christmas theme.
  - Term 4 whole school **virtual trivia night** – see above
- Year 6 graduation – discussion re ideas / P&F involvement – most funds are provided by parents of year 6. Consider P&F contribution to the graduation/ help with catering
- Art Show next year 2021 – discussion about pushing it out to later in the year. Coles development has been pushed back to August 2021. Needs discussion in early Term 4 2020 – will be agenda item early next term P&F meeting.

Meeting closed: 8.45pm



## Addendum 1

### Principal's Report P & F Meeting 16th September 2020

Welcome Olivia Herlambang-Tham as our newly appointed Promotion and Marketing Coordinator - a position created and supported by Catholic Schools Office.

Interim Director Danny Casey has been appointed as Director, no longer Interim, by Bishop Peter.

We continue to provide opportunities for students as COVID impacts on planned activities. Years 5 and 6 enjoyed their 'Gold Day', having missed out on their Bathurst excursion. Transition to Kindergarten is in planning with modifications, and discussions are underway for Year 6 graduation and school Christmas celebrations.

Staff twilight Professional Learning sessions - "Diving into Deep Learning" - scheduled for Week 1 and 2 of Term 4 after school.

I have registered Holy Family with Ku-ring-gai Council's "Solar my School" program. Council will cover the costs of a feasibility report which would include recommended system placement, size, projected costs. We will know whether our application is successful early in Term 4.

We are in the process of sourcing quotes for shade over the mud kitchen area. Using Federal funds to contribute to the project.

Reminder that fee relief/support is available to all. This pandemic has created many challenges, including financial challenges. Fee relief can be accessed via the school website or by contacting the Fee Liaison Unit directly by phone 9847 0728 or email [schoolfees@dbb.org.au](mailto:schoolfees@dbb.org.au).

Lou Dogao  
Principal