

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



Wednesday 2nd December 2020

7:00 pm

Annual General Meeting

Minutes

1. Attendance / Apologies
2. Opening prayer
3. Acceptance of minutes from previous AGM
4. Election of P&F committee members for 2021
President: Michael Maguire
Secretary: Jane Solomon
Treasurer: Min Dai / Michael Willet
Diocesan Parent (CSP): Olwyn O'Dowd
5. Principal's Annual Report – See addendum #1
6. President's Annual Report – See Addendum #2
7. Treasurer's Annual Report
Profit and loss were discussed for 2021. Main fundraisers for 2020 include the Colour run, the Crazy Camel Art Fundraiser, the art show raffle, and donations.
The cash balance was discussed, and donations to the school were proposed.
Donation from the P&F to the school will be put towards interactive white boards and agile learning furniture. Discussion had about what we should think about putting P&F funds towards next year, and ideas to be considered included extracurricular activities at the school ie languages, sports (such as upgrading the basketball section) given we have 3 basketball teams at the school. Also to consider donations to the band.
8. General Reports
 - uniform – will continue to be provided externally by Cowan and Lewis
 - band – proposed to continue into 2021
 - string ensemble – growing in capabilities – proposed to continue in 2021
9. Other Business

- 2021 Coles development update – no fixed start date for works to commence. It is estimated that it will take up about ½ of the carpark. It is estimated to take 3m to construct the road.
Discussion around how the school has been engaged. Town planner was employed by the CSO and various members of the school and parish have been heavily involved in the liaison with Coles. ACTION: President to re-address this at the beginning of 2021
- 2021 Art Show & Fair – President met with the Art show coordinator. President advised the AS&F will not occur in March, given Covid restrictions.
- ACTION: Meeting to be had in the new year to organise how to proceed with the fair. Coordinator to discuss with Artists when would be a good time to reschedule the Art Show and Fair.
- 2021 P&F strategy – 2020 was a matter of survival. 2021 will be a good opportunity to build on 2020. President recommends to reassess our social engagements, and how the P&F can play a role in the Coles development, and foster and support the community. ACTION: In Term 1, President and working party to get together to discuss. There are some sponsors who are keen to get involved. Given COVID, likely won't be possible to have the art show until the COVID19 vaccine is developed, possibly later in the year.
- Grants: Roger O'Sullivan Award result – unfortunately we were unsuccessful, the grant body wanted to have more funds towards parent engagement. We will reapply next year.
- Open P&F roles:
Parent coordinator and social co- Ordinator – 2 parents have stepped up to take on the roles as a team. The P&F are really pleased to have them involved and part of the team. *Sponsorship* – discussed having a team or a lead for this.
- Fairy fund – sizes of the different classes varies significantly. Lots of inequality. Fairy fund Policy was changed at the beginning of the year to account for this. Funds are small this year. Parent coordinator Requested money form the P&F to buy a hamper for the support staff. P&F accepted.
- Currently parents not allowed on site. Discussion had about how to get the gifts to the teachers and support staff. Discussion about the last day of school and whether there an opportunity on the last day to present the gifts. End of year mass will be zoomed to classes, and year 6s will attend with parents. ACTION: Parent coordinator to discuss with Lou.
- Chocolates and wine have been arranged for the teachers from the P&F.
- P&F will also contribute financially to the teachers' Christmas dinner - to thank them for the amazing job they have done during this difficult year 2020

- School improvement Plan – ACTION: Lou to provide details
- CSP update from CSP parent rep – move towards 2025 under the new leadership of Danny Casey. Plans look really exciting. There are 33 schools in the cluster. The shift to virtual activity, has brought up issues around the roles of the P&F – this needs to be addressed exciting in more detail.
- 2019 Year 6 donation: Funds were proposed to go towards basketball for the school. ACTION: Lou to follow up

Addendum #1: Principal's Annual Report, P&F AGM 2020

I am regularly hearing people say that they just want 2020 over so they can put it behind them and forget it even happened. I think the opposite is important. 2020 has been extremely challenging for all, traumatic and sad for many but there is so much we can, and should, learn from and be proud of.

2020 should not be wiped from our memories. The year began as it ended with horrendous and tragic bushfires and then the wonderful human response of support for those impacted. We then started to hear about a new virus that was to become a pandemic. Confusion became fear and panic. Each day brought change and new regulations. Our Swimming Carnival was very early and it was, again, a successful community event. Little did we know that other carnivals and community events would not be able to go ahead.

The threat of a spreading COVID-19 virus led to Home Based Learning which presented challenges for students, teachers and parents. A very real benefit of HBL was the way teachers worked and learned together about how we could best leverage digital and maintain and support student learning. The experience fast tracked learning about, and implementation of, See-Saw in Kindergarten to Year 2 and Google Classroom in Years 3 to 6. It also saw the introduction of Zoom and use of laptops and iPads for recording videos to be uploaded. The use of technology for learning has been maintained and continually developed well after Home Based Learning ended. Even though Home Based Learning took up more than a quarter of our school year all staff worked together in seeking to provide as 'normal' an environment and experience of Holy Family as possible.

Our Student Leaders looked for opportunities to play their part; to leave their legacy in a challenging year. House Leaders planned and organised an in-school sport day for Kindergarten to Year 6. Social Justice Leaders, helped by House Leaders, coordinated Socktober events setting a high benchmark for fundraising and involvement. The Student Leadership Team, Liturgy Leader and the Student Representative Council joined me in recording Assemblies in classes. Our Library Leader helped promote a very different Book Week. The Liturgy group helped in preparing and recording a liturgy for Grandparent's Day. The Environment Leaders and Green Team continued to promote stewardship with composting, recycling and our flourishing vegepods. Deprived of the opportunity to conduct school tours, Year 6 wrote and recorded a virtual tour. Everyone pitched in and the 7 Habits were on show for all to see. When restrictions eased, Year 6 were able to experience Leadership Camp, a very important opportunity they had all looked forward to, and Kindergarten were able to have their day excursion at Golden Ridge Farm.

Our community of students, staff and parents made sure learning, engagement and fun continued at Holy Family. Parents are very much a part of the Holy Family learning community. Without their interest, input and work Holy Family would not be the successful

and well-regarded school it is. Volunteering on site was not possible this year but the P&F and the School Advisory Board continued to be active, with community building and engagement a priority. Virtual meetings replaced face to face meetings and involvement and attendance grew. Expressions of gratitude from parents via the P&F towards Holy Family staff were greatly appreciated and raised staff spirits. The Easter gift of chocolate and the posters with words of thanks and appreciation from parents and students still elicits positive emotions and the posters still take pride of place in the classrooms.

A true example of the saying, 'It is not joy that makes us grateful it is gratitude that makes us joyful'. On behalf of the staff, I wish to convey my sincere thanks to the parent community for their trust and ongoing support. Thank you. My thanks to the P&F for the ongoing financial support that has allowed us to promote and improve learning through purchase of resources and making it possible for us to fund staff to engage in learning opportunities.

As we approach the end of the 2020 school year, there are a number of people I would like to thank, beginning with the P&F Executive. Their generosity of spirit and time has been inspirational, as has their support for me and for the staff. The focus never wavers from the needs of our students and providing an environment that leads to learning success and this year that focus has extended to actively promoting the well-being of Staff.

Thanks also to the School Advisory Board who provide a valuable platform for both the parent body and the staff and an excellent sounding board for any proposed innovations and changes. I would like to particularly acknowledge Natalie Collins who has been generous with her time and sharing her gifts over a number of years on the Advisory Board.

I would also wish to acknowledge the support, enthusiasm and commitment by all the staff of our school in providing authentic Catholic Education. We are blessed to have very dedicated and hardworking teachers who continue to develop curriculum and school policy, devoting much of their own time. I would like to thank them for their continued support and care for our students and parents. We are very fortunate to have the calibre of staff we have here at Holy Family. At the end of this year we will be farewelling Ms Park and Mrs Brown. I thank them for their contributions and wish them well. Next year we welcome Mrs Busseler back from maternity leave, Mrs McNally back from her extended leave and we will welcome Mrs Kylie Lloyd-Jones as our new permanent Religious Education Coordinator and classroom teacher.

I wish you all a happy end to the 2020 school year and pray you may find the Prince of Peace this Christmas. Lou Dogao

Addendum #2

2020 Parents & Friends AGM Report

2020 was a year of unprecedented challenges for our school, staff, parents, and children. From the bushfires to the COVID-19 pandemic, time spent home based learning, and an inability to hold P&F events like the Art Show & Fair and class cocktails parties, this year tested our school community in a way we could have never imagined.

In all of this it was the strength of the Holy Family community that was evident throughout. From Mr Dogao's leadership, to the staff's extraordinary contributions with pivoting to home based learning and back to the classroom in term three, our children's endless adaptability and positivity, and our parents support of each other, it's a true testament to the deep sense of community we have at our school.

On behalf of all parents, the P&F, a heartfelt thanks to Mr Dogao, Mrs Board, and to all the teachers and staff. We can't express our gratitude enough for your contributions in 2020, and to your unwavering devotion to our children and their learning. Also, the 2019 NAPLAN results published this year, a stunning performance by Holy Family, is a direct result of our wonderful staff.

Our staff also need to be truly congratulated for the way they resourced the drive-thru in the mornings and afternoons each day. What a real positive it turned out to be. Those brief conversations with a different teacher each day gave you greater insights into your child's day.

A core role of the P&F is fostering a strong sense of school community, with events and social activities traditionally being held throughout the year. Unfortunately with COVID-19 we were unable to hold these events like we have before, and we were acutely aware of how that impacted parents (especially new parents to the school) interacting and getting to know each other better. We were however able to hold a Halloween Zoom trivia night, the Colour Run and Crazy Camel Art Fundraiser for the children. I hope you and your children all enjoyed them. The P&F look forward to 2021 being a bigger and better year for Holy Family events, where all at the school can get together in person.

From a financial perspective, the P&F continues to make a significant contribution to Holy Family with this year's funds being directed to the ongoing development of our agile learning classrooms. We also provided sponsorship to the School of St.Jude in Tanzania, with whom we've had a long standing relationship. The funds go towards assisting students to achieve great educational outcomes and thereby transformational life opportunities.

To the many parents who volunteered their time to the school this year, especially the individual class parents ably lead by Anne-Marie Healy, your contributions have been greatly appreciated.

Thank you to all who made a contribution to the P&F in 2020. I'd specifically like to thank Jane Solomon, Michael Willett, Min Garrott Dai, Anne-Marie Healy, Michelle Williamson, Amy Chow, Olwyn O'Dowd, Sam de Meyrick, Pamela Diaz for your consistent support and dedication of the P&F.

Wishing you and yours a very happy Christmas, a restful break, and here's to a much brighter year ahead for all at Holy Family in 2021!

Michael Maguire
P&F President