



HOLY FAMILY CATHOLIC PRIMARY SCHOOL

PARENTS & FRIENDS ASSOCIATION

Wednesday 18th May 2021 7.00 pm

Minutes

1. Present –
2. Apologies
3. Opening prayer
4. Acceptance of minutes 24th March 2021 – Accepted
5. Correspondence
6. Principal's report – see Addendum #1
7. President's report – see Addendum #2
8. Treasurer's report – Discussed current financial status. Discussed using Trybookings for events, and passing on the processing fee to attendees. Agreed that we should continue to use the funds raised by such events, and spend it wisely on events and items that enhance the school community. Profit/Loss discussed.
9. CSO parent report – nil report
10. School Marketing report – See Addendum #3
11. Other Business
 - **Solar project** – Jodie Savage from the Ku-ring-gai council, presented a feasibility report for the Solar Schools Project. Holy Family has been chosen as one of the schools to go through this program. Jodie reinforced that the council helps raise funds / write grants and advice on funding options. The Council will also support the tender process. Once it's in place, they then help to celebrate the event in the classroom.

Results of feasibility report – see attached report. The system will pay for itself in about 6 years. Grants to be looked at and discussions with local MP. P&F are enthusiastic and willing to support this initiative financially. Also funded by the parish for building works.

- **Mother's Day stall / Morning Tea feedback** – it was noted that only 3 Dads helped with the mothers day morning tea. The event has highlighted that it is difficult to get volunteers for school events. A lot of schools in the area have a school dad's committee. Issues discussed about why we are not getting the engagement from parents to volunteer. It was suggested that more specific information about roles, responsibilities and time commitments be given to parents, to enable better planning and we consider out-sourcing certain things. **Action:** Social committee to send out list of events asking for volunteers to put names down.
- Future calendar of events – Discussed the 3 tiers of events: fundraising / community engagement / Social events. All agreed that the events have broad appeal to the different demographics of the school. Looking to celebrate Chinese New Year in Feb 2022.

Event list:

- *Mid Year Olympic Dinner - Term 3 (fundraising) Traditionally done by year 6 parents. To open it up to all Dad's in the school. Celebrate the diversity of the school – food, entertainment, themed tables. Consider it off-site. To consider totally outsourcing the event this year*
- *Amazing Me - Term 3 (community - Jane leading) 23rd August – Pizza van after the event, and BYO alcohol*
- *Fathers Day - Term 3 – consider a mass given that Mother's day mass was cancelled due to covid /breakfast (Thursday 9th September)*
- *School Disco - Term 4 (September)*
- *Art Show, Cocktail Party and Fair - Term 4 (fundraising - Pam / Em & team) – events discussed– need for volunteers. To finalise what each year is doing – further discussions taking place.*
- *Grandparents Day. - 13th August*

○ **School Uniforms (girls)**

Proposal for additional uniform option for girls, to give them the ability to play more freely. Suggested were Tartan Culottes or skort. Many of the schools within the broken bay diocese have alternative options for girls-

Action: Parent to get costings / mock-up- Lou to take to Father Colin. To present to the school community / older students in the school (years 3-6 students) for feedback

- Year 6 Farewell – year 6 parent unable to attend to discuss.

Meeting closed 9.00pm

Addendum #1

Principal's Report
P & F Meeting
18th May 2021

Parent Teacher meetings facilitated an early term reconnect with parents and teachers and provided insights into the children's learning and development. Semester 1 reports will come out late this term.

Held second morning and evening Open Day. Not all registered came, hosted 32 families across the 2 sessions. Feedback from attendees was very positive. Many commented on the 'feeling of welcome and community' - something important to our culture. Thanks to staff, parents and students, particularly Year 6 who continue to conduct school tours modelling who we strive to be.

We currently have enough to form 2 Kindy classes for 2022 with enquiries continuing to come in following the recent Open Day.

Even though Mother's Day events were curtailed by it was wonderful to be able to continue with the morning tea. This was only possible because of the organiser's and volunteer's persistence and problem solving and I thank you on behalf of our community.

Updated School video almost complete. This will be available on our website and Facebook page. My thanks to the parents, students and staff who volunteered to take part in the video. Thanks also to Olivia who coordinated and oversaw the process through to editing. We are benefiting greatly from Olivia's talents and passion in promoting Holy Family.

The internal lift is complete and functioning beautifully.

Two teams comprising Year 5 and Year 6 students took part in the Da Vinci Decathlon. This year the day was conducted remotely with teams submitting online.

Year 3 and 5 students took part in NAPLAN last week. This week allows for absent students to complete any tests they may have missed.

Culture Survey closed last Friday. Over 4 000 submissions were received by Friday morning. It is hoped that early initial results are shared with school staff at the end of this term during Whole System Staff Development Day Friday 25 June.

Application has been submitted for funding via the Community Building Partnership Program. If successful, the grant will contribute to the 'Solar my School' project.

Lou Dogao
Principal

Addendum #2

Holy Family P&F Presidents Report May 18th 2021

It has recently come to light that there's an opportunity to reinforce the role our P&F plays across Holy Family. The Holy Family P&F is made up of parent volunteers, recognising and valuing the role our parents and carers play in the education of their children and aims to strengthen the partnership between families, school, parish and the wider community for the benefit of our children's overall development and learning. Our core objective is broadly focused around fostering that strong and inclusive community spirit via social and fundraising events throughout a year school. Such events include the Art Show & Fair, Mother's Day / Father's Day celebrations, Christmas Markets, parent support seminars, and much more. These events can't happen without strong parent volunteers. Volunteering is the life blood of delivering our P&F events successfully, so we encourage you all to get involved in 2021!

How are the P&F fundraising dollars allocated? We work very closely with Mr Dogao on where the funds should be applied, centred around enhancing the school experience for our children and families. More details on our P&F can be found on the Holy Family website. For parents who would like to know more or get involved, email info@holyfamily.nsw.edu.au who can then put you in touch with a P&F representative. The more the merrier!

In April the P&F had a very constructive 2021 strategy session, focused on planning the year ahead. We have built out a calendar of these events through the year, to be presented and discussed in tonight's P&F meeting. Our goal for each is as follows:

1. Social = Bring the school community together to celebrate key events in the calendar (e.g Mothers Day, Fathers Day, Christmas Markets)
2. Fundraising = Larger scale event raising funds to support a defined program / activity to benefit the school (e.g Mid Year Dinner, Art Show & Fair)
3. Community = Providing the school community (families and staff) with an opportunity to engage around themes / topics important to achieving inclusion, wellbeing, personal growth. We hope these events have broad

appeal for all families, and continue to foster that Holy Family community spirit we know and love. Lastly, a massive thank you to Emily and Anna for putting together a memorable Mother's Day celebration for our amazing Holy Family mums!

Michael Maguire, Holy Family P&F President

Addendum #3

Marketing report – Olivia Herlambang-Tham

1. Open Day May 2021 Results
 - Received **62 registrations**
 - 32 attended
 - 30 didn't attend -> mainly for the Open Evening (could be due to rain)
2. Open Day 2021
 - In total we have received **117 families** interested in attending our Open Day
 - **75 families** have attended our Open Day
 - Most of our prospective families come from **outside our catchment areas** such as Wahroonga, Hornsby, Northbridge, St Ives, Mosman, all the way to Rose Bay (Kincoppal Rose Bay who found our brand through social media).
3. Enrolment stats
 - We have received **57x KG 2022 + 11x** for the rest from 2022-2024
4. Website stats
 - **Organic search** is the biggest source of our website traffic. Looking at Jan-April, organic search are responsible for **65%** of the web traffic followed by 27% from direct traffic.
 - In summary we have **received 3,250 visits** in the last 4 months and just almost half of those are **new users**. This is a great reflection that we have made great progress increasing awareness and building our school's reputation in our community
 - The average user spent about 2,5 mins on our page and going through 3 pages at a min, showing great engagement with our content on the page.
5. Awareness + Engagement// Proposed events in Term 2-3
 - 2x Pop up Playgroups
 - 2x Networking events/workshop with Preschool Directors (and teachers)
 - Wine & Cheese // 31st May 2021
 - Preschools Workshop // Term 3
 - 2x Parents evening session (Preparing for High School)
6. Parent Engagement // Parents Chill Out Corner/Library
 - Completed, need more books
 - Working on posting list of books on our website
 - Spread the word!
7. Promotional// Website and paid ads
 - School promo video // launching soon