



HOLY FAMILY CATHOLIC PRIMARY SCHOOL

PARENTS & FRIENDS ASSOCIATION

Wednesday 18th May 2022 7.00 pm

Minutes

1. Present/ Apologies
2. Opening prayer
3. Acceptance of minutes P&F Meeting minutes 30th March 2022
4. New items from parents

Will there be any fundraising activities scheduled?

Are we rescheduling the colour run?

Action: To keep the questions open and ensure these are discussed. Social events and fundraising events discussed below. It has been decided by the P&F executive to run events term by term given the COVID situation. List of events will be published

5. Correspondence
 - School of St Jude's – in Africa. All agreed that this sponsorship project is to continue
6. Principal's report – see attached report
 - a. 2022 capital works plan
 - Other projects (P&F)– playground, grassed area behind pergola- CSO is still waiting to hear from designers. When it is finalised, Lou will be keen for help from the community and the children for design ideas.
 - New Readers purchased, with decoding strategies –P&F thought it is a good project to make contribution towards.
 - School Advisory group –this group's main goal is to look at improvement to the school and strategic direction of the school. Expressions of interest will be sought.
7. President's report – see attached report

8. Treasurer's report – nil (Treasurer was unable to attend the meeting)
9. CSO parent report – See attached report
10. School Marketing report

1. **2022 Open Days**

→ 79x registrations received for 2022 Open Days
 → 66x prospective families attended the Open Days
 → So far we have received approx. 50 enrolments for Kindy 2023 (in comparison with 53 enrolments around the same time last year)

See below for more details

Open Day March 2022	Open Day May 2022
48x registered	31x registered
32x prospective families attended the Open Day	34x prospective families attended the Open Day

In summary:

This year although we are getting a slightly lower traffic than last year BUT we have receiving high quality leads. It looks like prospective parents have started noticing our brand, done their research, converted as leads (coming to our Open Day) vs last year where even though we managed to attract a higher traffic but engagement seems lower than this year. I think this is showing that we have a stronger brand presence in our local community this year.

Discussed capacity of the school.

Events (Marketing)

1. **Playgroups**

Playgroups will be introduce back in term 3 with the first one scheduled for 26 July 2022

1. **Preparing for High Schools** – scheduled for **8 June 2022** – A mini presentation from St Leo's and Mercy on site for all parents to attend

11. General reports

- Band / String group – band going well. Music teachers and children have expressed they are enjoying being part of the program
- Sponsorship – Vision PT has a sponsorship proposal.

Vision have offered the following:

1. Vision offering PT sessions (worth \$25 each) as fundraising – discussed using the funds raised to put towards the art show and Fair.
2. Vision have offered to sponsor the funrun later in the year.
3. “PE with vision” – proposed to run this during well being week in week 3 of term 3. Consider do mufti (sports clothing) on that day, and do it down on the grass with parents involved. Coffee and sausage sizzle proposed.

12. Other Business

- **P&F funds:** It was noted that P&F funds are not going to be allowed to contribute to capital works in the future. We need to be clear on what we are fund raising for. Executive agreed that we need to put funds towards all social events.
- **Coles development update – Third-I engagement.** *Growthbuilt* is the building company. There is a builder’s Rep and Coles Rep. There is also an independent rep. They have sold all the apartments. Third I no longer need involvement with the school. Sponsorship is questionable. **Action:** P&F member to identify contacts at Growthbuilt and put a working group together with members in the community within the building industry
- **Art Show, cocktail party and Fair.** Artshow requires a lead person. Michael to discuss with Chantelle. The Fair will also need a lead Michael to discuss with Pam as a possible lead/sub-lead. Aim 28th/29th Oct. Consider council to be involved in the artshow – Olwyn to look into it. Olwyn to look into sponsorship for artshow/ fair.
- Proposed Sausage sizzle at bunnings to raise money – CSO rep to contact Bunnings to put name on list
- P&F to buy a BBQ
- **Events update for 2022 –**
Term 2 – Mother’s day stall and breakfast report – successful day, difficult to get volunteers. Plan is to allocate different events to

different years as we move forward. Acknowledged is always difficult getting a lead.

- Mid Year Dinner – Christmas in July – 29th July (term 3). Greengate (sitdown)- P&F to fund room hire and entertainment. This even will not be a fundraiser
 - Grandparent's day – date to be set – Mass / Morning tea./ Open classroom.
 - Father's day Stall – Wed 31st August
 - Father's day breakfast/Mass – Thursday 1st Sept – need to discuss date with Father Colin
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- Children's Mass & Sacraments – feedback from parents, that the conduct of parents was not reflective of the appropriate behaviour within the church – Parents encourage to respect the space (refrain from taking photos)
 - To discuss children's mass and sacraments next meeting

Meeting closed 8.50pm