Parents and Friends Committee Meeting
Minutes of Meeting

Wednesday 17 April 2013

Present: Louise O’Shaughnessy, Cindy Baumber, Kerrin Knight, Lianne Toohey, Anthony Hockey, Desley Lawrence, Sandra Gabbert, Christine Folk, and Barney.

Apologies: Rebecca Gay, Annie McCall, Ewa Finch, Trish Wachtel, Michelle McDonald, Gillian Dawson, and Kristine Evans.

Principal’s report:
At our previous meeting Kerrin was to email Lucy to let her know that the funds are available for the $100 per class scheme. Lucy has informed me that the funds need to be transferred before teachers can access them. Anthony asked could Lucy be contacted and the funds transferred, so that these funds are accessed as the teachers would like to utilize these funds.

Action: Kerri/Christine to contact Lucy to arrange for the fund to be moved to the school account so that teachers can utilize these funds.

This week the school will be picking up the original building plans for the existing Staff room (old) building, they will then be given to the architect at our next board meeting. This project is moving slowly as we will only get one chance at it and we would like to get all we can from it. We feel that move forward without a clear process and ripping down the old building before we know what we want to do with it would be remiss.

Further discussion was had to the possibility of the P & F supplying iPads/tablets for the school. Cindy put forward a contact that may be able to help us with pricing. It was said that the iPads would be a great investment for the P & F. Desley added that the iPads would be used as Atlas in one class room and guided readers in another room, they would be an invaluable Educational tool, not as a gaming station.

Louise stated that parents had emailed their concerns about putting funds into Audio Visual Equipment for the stage area. Sandra Gabbert pointed out that that was what the previous P & F committee had earmarked the funds specifically for the stage area. As there is now a new committee they may choose to take a different direction with their funds allocation.

Action: Desley to phone Mr Chan to discuss product and pricing.

The previous discussion surrounding lack of history/ memorabilia in the school was addressed by Cindy, asking if Anthony had made any progress. Anthony was happy to announce that Julia and he have uncovered an abundance of material that will be displayed in the front office.

The Artist in Schools Project will be commencing in term 4, this giving the students the opportunity to work with Ali De Groote, a local artist. The school envisages that together the students and Ali will construct a piece of art work that will be displayed at the front of the school. Also this term each class have been asked to design a piece of art work that will be displayed around the school, to assist in fund raising the art work will be auctioned off later this year.
Treasurer’s report:
Kerrin advised that the Swimming carnival raised $1844.00.
As Kerrin is going away, the signatories for the Parents and Friends Association need to be changed to the new committee members, before she goes.

Minutes from the Last Meeting:
Minutes from the last meeting were tabled and passed by Sandra Gabbert and seconded by Anthony Hockey.

Vacant Committee Positions:
Volunteers were requested for the position of Secretary: Desley volunteered.
Volunteers were requested for the position of Assistant Secretary: Is still vacant.
Volunteers were requested for the position of Assistant Treasurer: Christine Evans volunteered and will fill the role of treasurer while Kirren is away.

Swimming Carnival Wrap Up:
Feedback from a majority of the parents that participated on the stall at the carnival was positive. No major changes need to be made for next year. It was noted that the teachers making times for individual classes to come at staggered time worked very well, and this should be encouraged again next year. It was also noted that the P & F should utilize the school trailer to move their equipment rather than rely on AB. Anthony offered the school trailer as a viable option. Also it was noted that as there is limited space behind the counter, could serving be limited to adults.

Action: Certificates need to go out to sponsors soon after each event, so if the coordinators of each school event keep records as they go, thus making the task easy. In the past Julia in reception has been approached to assist with this task. Coordinators could approach Julia as she is very helpful with these matters.

Mother’s day Stall:
Sandra Gabbert and Lianne Toothy have reported that all is well with the Mother’s Day Stall. Last year the members of the committee made $1000.00 available to coordinators to purchase small items for the stall and put forward that this worked very well and should be implemented again this year, if everyone is agreeable. All present agreed. Also we are still looking for donations for the raffle as yet we have no substantial donations. If anyone has any ideas please come forward. Alternately, the committee is looking for people that can sew, or are crafty. Any donations would be much appreciated. It was suggested that a breakfast on this day would be lovely for the mothers. The committee felt that preparing breakfast and running the stall would spread everyone to thinly. Everyone agreed not to attempt a breakfast at this time.

Action: Sandra and Leanne will make the purchases for the Mother’s day stall and be reimbursed for the amount of $1000.00.
Athletics Carnival:
Alain VanGurp the PE coordinator has decided to split the Athletics Carnival this year into junior and senior events, each being held on different days. The junior events are to be held here at St Paul’s from 8:30am to 10:30am in week 9. The junior event will run for two hours in the morning, then they will eat morning tea and return to normal class routine. The senior day will run exactly the same as it normally would. After much discussion the P & F have agreed to run stall at both events. As the junior carnival is early in the morning, the committee felt that Transition parents would be asked to donate icypoles and baked goods for sale on the day. The upper primary carnival would be as normal with the 3’s & 4’s donating baked goods, drinks, etc. In the past there have been issues transporting the equipment to the grounds and Anthony offered the use of the school trailer. This will also mean that there will need to be a coordinator for each event and Louise is going to advertise for parents to fill these positions.

Action: Louise is to advertise for parents to co-ordinated these events, also to advertise what donations are needed for which event and by whom.

2013 Main Event:
We now have to come up with a new event as the movie idea is now unavailable. There was a lot of discussion and no firm commitment was reached. Everyone was to think and it will be discussed at the next meeting.

Book Week:
Tabled

Thankyou letters/certificated:
Tabled

Other Business:
Tabled