



PARENTS & FRIENDS ASSOCIATION

General Meeting Minutes

Monday 15th November 2018

1. Welcome & Opening

The meeting opened at 5.30 pm. President, Stacey Daley, welcomed all attendees.

2. Present

Stacey Daley, Jo Edwards, Andrew Pinelli, Simon Edwards, Matt Daley, Deanne Lamb, Helen Spencer, Brigid Knight

3. Apologies

Many O'Connell, Tony O'Connell and Emma Pinelli

4. Confirmation of previous meetings minutes – 15th October 2018

Moved: Deanne Lamb Second: Matt Daley

5. Matters arising from previous matters

Nil matters to discuss

6. Correspondence

- Thank you, letter was received from the school, thanking the P&F and volunteers for our work on the Fair.
- Thank you, letter was received from the Orienteering girls thanking the P&F for our contribution to the girls trip for Tournament of the Minds in Darwin.
- P&F sent flowers to the exiting Secretary Karen Cooper for her contribution to the P&F.
- For our exiting Treasurer, Steve Isaac we are sending a voucher for his contribution to the P&F.
- A letter was presented for funding this will be discussed under general business.

7. Finance

No finance report has been presented as we are still waiting on CDF to do the transfer of signatories. All major signatories have signed and approved the changes which we expect will happen soon. Hand over from exiting treasurer to new treasure will occur in the coming months.

Stacey informed the group that the outstanding fair invoices are being paid by the school, so our accounts are not outstanding. We will be requesting an invoice from the school for reimbursement once all this has been finalised.

At our last meeting it was agreed that Helen Spencer be added to signatory listing, we will action this once the changeover of Treasurer signatures has been completed. This will appear on our Agenda as standing item until complete.

The treasurers report from the AGM was presented as a current and true report as there has been no movement of funds since the AGM meeting. The next report will be due in our February meeting in 2019.

Moved: Jo Edwards

Second: Simon Edwards

8. Reports

- *Principal – Helen Spencer*
 - Opening of the Art Exhibition is on this evening – 7-12. Grade 11 and 12 girls who were involved in courses.
 - School is also launching a projection video, art piece that will run from 8.30pm-Midnight for two weeks. This is part of the schools 150th celebrations. The equipment has been purchased so this can also be used in the future, training has taken place by a staff member and some students, so this can be used for future art projections.
 - Senior school students are in the middle of exams. All seems to be going well with no major issues.
 - The school has been discussing becoming a professional learning community which in education circles has a certain set of requirements. A steering committee has been created yesterday. This has been 3 years in the making and will have positive implications for teaching and learning at St Mary's.
- *Junior School – Brigid Knight*
 - Concluded the first experience of the Everybody Program – which is a family life, health program it is the first time the school has looked at this space for K-6. Two parent information evenings were run with minimal attendance from parents – which the school hopes that this was a vote of confidence in the program and the general satisfaction parents had with this program. Moving forward the sessions will be more of a parent instruction evening so that parents can continue the conversations at home rather than this is what we are teaching your children session. The school will be assessing the program and the sessions in the coming months.
 - The opening of the Climbing wall and mural which is a great installation and very popular with our students. We have further plans for more development of our playgrounds and there are plans in place to extend our playground in the bottom court and in the future more outside the prep area.
 - Start water orientation next week for two weeks.

- During the next fortnight teachers are busy with the reports and getting their summative assessments ready for the end of year report. The school will be trying to get more feedback from parents on the reporting model, however to date it has been met with a great deal of satisfaction from the parents and has made the reporting more constructive and less stressful.
- Looking at a soft launch for the well being program. Your mind matters link on the website – K-12 more information forthcoming with a big launch scheduled for 2019.
- Junior school is preparing for the end of year concerts and graduation of the year 2 boys and our Grade 6 girls' soft graduation into high school.

Stacey noted that the new seqta program that the school has introduced is fantastic from an adult and child perspective. Students submit assignments and next morning there is a mark there ready to be viewed. As a parent it is preferred to hear about ongoing feedback during the year rather than at report time.

Deanne noted that its great from a personal level as it is making the children engage more with parents and talk about their work and assessments and seek help from parents if needed.

Andrew expressed his view of seqta from a junior school perspective and voiced that for senior school it is great for reporting on a range of subjects across the year. However, for primary there has not really been enough on the system. At this stage for grade 3, in my opinion, there has not been a great deal of information as only 5 tasks are listed and this is not enough to justify a small comment at the end of the year. Helen commented that they are doing more assessments than commenting, just needs more evidence for more junior schools.

Brigid commented that in senior school there are multiple teachers using seqta and commenting where as in junior school we only have one or two contributing and for the junior school it has been more of a soft launch to ascertain primary usage. The plan is for this to evolve and get better as we use it more with a look to improve the junior side next year.

- TCSPC Southern Region – Parent Representative
Not presented.

9. General Business

- Meeting Dates for 2019 will continue to be on Monday evenings commencing at 5.30pm in the School Board Room. At the last AGM we proposed a change to the constitution so that we can now have 5 meetings plus and AGM a year – this will be approved by the Board on Monday evening. The first meeting for the year will be Tuesday. Dates are as follows:
 - Tuesday 5th February
 - Monday 25th March – Planning for MD Breakfast
 - Monday 27th May – Discuss Trailer Raffle
 - Monday 26th August – Planning for FD Breakfast
 - Monday 28th October – AGM Meeting Only
 - Monday 25th November – Final General Meeting for 2019

Moved: Andrew Pinelli

Second: Simon Edwards

- Planned events for 2019

- Welcome Evening Friday 15th February
- 8th May Mother's Day Breakfast
- 28th August Father's Day Breakfast
- Trailer raffle will be held in Term 3 with Donations coming into school and plain clothes day to be held on the 21st August for the draw to be drawn at the Father's Day breakfast.
- Other adhoc events will be discussed at coming meetings and be communicated accordingly.

Moved: Andrew Pinelli

Second: Simon Edwards

- Reports to Jo Edwards
 - It was requested that the principal and junior school reports be submitted to Jo Edwards a week prior to each meeting so that they can be sent out to members as an attachment and then school representatives can speak to them on the night.
- Request for funding
 - Stacey submitted a letter from a student requesting funding for consideration as she has been selected by Rotary to represent SMC in the National Youth Science Forum in January 12 day residential program for \$2,000. It was unanimously decided that the P&F have declined this request as our focus, and the rules governing the P&F, is on General funding for overall community - to benefit the college not individuals. Stacey will respond in due course.
 - Brigid then presented three requests for funding put forward by the school:
 - Playground Equipment - \$30,314 – this would benefit Junior school students to allow more space in other areas for Senior School Students
 - Furniture – Years 4 and 5 (but will be actioned throughout the other grades) - \$61,700 – Continue on our upgrade of these areas - OHS Sound.
 - Drama Seating/Staging - \$13,000 – Portable staging/seating for St Peter's Hall and to be used for events around the College, including P&F events.
 - It has been unanimously decided to donate \$60,000 to the College broken up as follows:
 - \$13,000 to the portable stage/seating
 - \$20,000 to the play equipment and
 - \$27,000 to the furniture
- Sponsor Child and Presentation Sisters payment for 2018
 - It has been noted that we have not made a payment this year to our sponsor child or presentation sisters – Stacey to follow up with Andrew Clarke in faith and mission and to be discussed via email and action as necessary.

Moved: Andrew Pinelli

Second: Simon Edwards

➤ **Close and Next Meeting**

Meeting closed at 6.40 pm.

Next Meeting: Tuesday 5th February SMC Board Room 5.30pm