

**Open Meeting:** 7:10pm

**Present:** Allison Blakey, Alex Shuttlewood, Annmarie Donald, Rachael Bingham, Justine Harriott, Kristy Cundell, Palmina Rae, Jo Oliver.

**Apologies:** Kacey Richardson, Kym Abell, Nic Peever

**Acceptance of minutes from previous meeting:**

**Accepted:** Alex Shuttlewood

**Seconded:** Annmarie Donald

**Principal's Report:** Report read by Allison Blakey

- Enrolments - 185 students
- Mrs Cundell resigned APC Role effective 2023. New APC appointed – Karla Falzon
- Catholic Education Week and Feast Day Celebrations went well. Thanks to P&F for funding Feast Day.
- 9 students in Cumberland track and field trials. 4 students selected for the Capricornia Trials
- 3 teams in junior touch competition on a Friday afternoon
- Parent Teacher Interviews - thanks to parents that attended
- Book Week and Book Fair were held in Week 7. Bookfair raised approx. \$4000 which provided the school with about \$1000 in rewards to use.
- Dance Fever Challenge for Years 3 – 6 on 13<sup>th</sup> September at MECC. P-2 Showcase also this day at school.
- Professional Development – Mrs Privett and Mrs Patterson Berry Street Training (Trauma Informed Practice), Mrs Cundell - Curriculum Conference, Mrs Blakey – Principals' Meeting, Mrs Blakey and Mrs Cundell – Safeguarding course, Ms Simpson – Counsellor's Gathering and 4 staff attended NCCD Reflection.
- Co Curriculum – Opti Minds 2 teams performed both receiving Honours Awards, 1P Pet Show, Father's Day Stall, ICAS competitions, Australia's Biggest Child Safety lesson, Eisteddfod prep starting

**Board Report:** Report read by Allison Blakey

- Discussed Student Satisfaction Survey results
- Reviewed Sun Safety Policy and Mobile Technology Policy

**Treasurer's Report:**

Current balance: \$44,292.71

Recent deposits: Father's Day Stall (profit): \$417.42

P&F Levy: \$4,050.50

Allison queried profit / loss report on the movie night. Not calculated to date but Annmarie can put those figures together.

**Audit report still not finalised.**

**Matters Arising from Previous minutes**

***Father's Day Stall***

Thank you to Tina Bates for coordinating another successful stall. Some stock unsold but can be held over for next year.

### ***Movie Night***

No specific feedback provided by school families. The night was fairly well attended. Smaller crowd than last year.

### ***Uniform Update***

Uniform Solutions have located another supplier and the colours appear to be very similar to our existing shirts. Allison has asked Uniform Solutions to have a shirt made.

### ***School Disco***

Significant discussion about this and the difficulty in running events such as these due to lack of volunteers. Allison said it was fine from the school's perspective but would need to be early in the term due to the other events already scheduled. Alex expressed concern due to past issues of getting people to help at P&F / school run events.

Palmina Rae feels there would be a lot of parents prepared to assist and said she will talk to parents to gather interest. Rachael Bingham also has had experience organising school discos. Palmina and Rachael were asked if they could coordinate the disco and they agreed.

Date agreed for Friday, 14 October, 6:00pm to 8:00pm (or even 7:30pm). Rachael has a prior commitment that day so might not be there on the night, but will assist in the lead up.

Kym Abell has previously said she is prepared to advise on arrangements for a disco but not coordinate or be on a sub-committee for a disco. Annmarie said she will contact Kym to make enquiries re. things such as purchasing glow products.

### **New Business:**

#### ***Tuckshop Wishlist***

Jo Oliver advised there are a number of items in the tuckshop which require replacement. The food processor bowl has recently broken, baking trays are due for replacement, and better frypans are needed.

Initial discussion to approve P&F will contribute \$300.00 towards purchase of new equipment as required. Then increased to \$500.00.

All in favour for P&F to contribute up to \$500.00 for Jo Oliver to purchase new tuckshop equipment.

Annmarie suggested a standing order for tuckshop of \$1,000.00 per year (\$500.00 at the start and \$500.00 mid-year) for purchase of pantry staples such as flours, oils and other condiments. Allison advised that we would need to approve this at the AGM when standing orders are reviewed.

#### ***Buses for Eisteddfod***

Annmarie suggested that P&F fund the cost of buses for children to attend the upcoming Mackay Eisteddfod, instead of passing the cost onto families. This has been quoted at \$1,640.00.

All in favour for P&F to cover the cost of buses as quoted at \$1,640.00.

#### ***Resilience Project Books***

Last year P&F approved funding for purchase of these books, estimated at \$3,700.00.

Allison advised the MJR books will be removed from the booklist next year, to be replaced by the Resilience Project books. Allison also advised the Resilience Project is in line with the Trauma Aware Training provided by Berry Street, which is being undertaken by staff during 2023 Pupil Free Days.

All in favour for P&F to cover the cost of purchasing the Resilience Project books estimated at \$3,700.00.

### ***P&F Levy 2023***

Allison raised whether the P&F Levy should be increased or remain the same. Currently \$30.00 per term (per family).

All in favour to not increase the P&F Levy and is to remain at \$30.00 per term (per family).

### ***World Teaching Staff Day***

This is scheduled for 31 October 2022 and includes all staff at MacKillop. P&F contribute approx. \$500.00 towards celebrating this event.

### ***Christmas Carols Night***

This is scheduled for Wednesday, 23 November 2022. Will be discussed further at next P&F meeting.

Everyone agreed the outdoor setting last year was enjoyed by all that attended, however might need to review the sound / PA system as it was difficult to hear.

### ***P&F Volunteer Dinner / Lunch***

Allison raised whether this was something we wanted to organise for 2022. Alex said it was difficult to coordinate another event in term 4, as well as find something that suits everyone. They are not always well attended.

All in favour to cease the P&F Volunteer Dinner / Lunch.

### ***P&F Bank Account***

Allison read the letter from Leesa Jeffcoat 21/7/22 to confirm the direction that all P&F bank accounts will be rolled into the school operating bank account, and the P&F bank accounts closed on or before 1 January 2023. The P&F fund balances, together with inflows and outflows will be reported at P&F meetings.

There will be training provided by CEDR for school staff and P&F committee members.

Group discussion was there might no longer be a need to have a P&F Treasurer, but Allison said the role is still required however the responsibilities will change.

### ***CSPQ Parent Engagement Day***

Catholic Schools Parents Queensland has scheduled a Parent Engagement Day in Rockhampton on Saturday, 8 October. The flyer will be included with the school newsletter.

Speakers include Andrew Fuller, psychologist and Chris Borrell from The Fathering Project, as well as CSPQ representatives.

Anyone outside of Rockhampton can apply for a travel subsidy.

### ***Matters for Future Meetings***

Upcoming Orders: Christmas Carols night, Grade 6 dinner / gifts, cost of buses for swimming carnival.

Annmarie has gathered some wishlist ideas from teaching staff including purchase of new classroom Christmas trees, equipment for the library, equipment for the hall (i.e. stage, PA system). Allison will discuss these matters with school staff. Annmarie to email Allison with information gathered to date.

**Close of Meeting: 8:10pm**

**Next Meeting: Monday, 10 October 2022 (to be confirmed, face to face / video conference)**