

Open Meeting: 7:10pm

Present (in person): Allison Blakey, Karla Falzon, Sharon Donnollan, Alex Shuttlewood

Present (via Zoom): Annmarie Donald, Justine Harriott

Apologies: Palmina Rae, Kacey Richardson, Kym Abell, Jo Oliver, Rachael Bingham

Acceptance of minutes from previous meeting:

Accepted: Alex Shuttlewood

Seconded: Annmarie Donald

Principal's Report: Report read by Allison Blakey

- Enrolments – 160 students
- Staffing – new Facilities Officer – Tyler Schmalkuche, Counsellor Mrs Tracey Muscat has resigned as at end Term One, Welcome new Indigenous Teacher Assistant Brealynn Ahwang.
- Welcome back BBQ well attended. Thanks to P&F for organising.
- Parent/Teacher/Student Interviews were held. New format this year.
- Bishop's Inservice Day – Fri 17th Feb. Theme – 'Evangelisation and Faith Formation'
- Professional Development – Jan Pupil Free Days PD was shared, teachers are planning with St Joseph's again focusing on new English Curriculum, Mrs Blakey attended Principals' Conference focusing on Professional Practices – Compliance Program, Mrs Paterson and Mrs Cleaver attended Team Teach Level One Training – dealing with challenging behaviours.
- Goals for School Improvement Plan for 2023 were shared and discussed.
- Life Education Lessons in Week 8.
- NAPLAN Testing – Weeks 8 & 9 for Years 3 & 5. Timetable was shared.
- Co-Curricular – Ash Wednesday, School Photos, Cross Country, Harmony Day

Skipped the segment re. P&F Funds spent in 2022 - carry over to AGM.

Board Report: Report read by Allison Blakey

- School Improvement Plan for 2023 was shared.
- Reviewed SunSmart Policy with recommendations from Qld Cancer Council.

Treasurer's Report:

Balance 28/2/23: \$37,673.81

The following payments require approval for the Mother's Day Stall –

Soaps from Kim Daffy	\$160.00
Earrings/Scrunchies from Olivia Johnson	\$160.00
Smart Gift Ideas	\$361.15
School Gifts Australia	\$178.20
Crown Concepts	\$138.40
Lip Gloss via Etsy store	\$113.90
Bags from Officeworks	\$72.00
TOTAL	\$1,183.65

Alex, Annmarie and Justine all in favour for these payments to be approved. Sharon will arrange payment.

Some discussion re. Treasurer role following changeover of P&F bank account to merge with school bank account. Sharon D explained she will not regularly attend P&F meetings. Sharon will email a report to the P&F treasurer to be presented at P&F meetings.

Sharon explained that all payments must be approved at a meeting and documented in the minutes. If payments are of an urgent matter requiring payment prior to a meeting, this can be approved by the executive via a flying minute through email. Record of this can then be tabled at the next meeting.

Matters Arising from Previous Minutes

Audit report

Still not finalised. Advised by Annmarie this will be done by end of March 2023.

New Business:

Donations to School

Alex, Annmarie and Justine all in favour for P&F to donate to MacKillop the sum of \$2,330.00 which is to cover the following items:

- New Christmas trees for each of the classrooms.
- Year 6 dinner gifts including USB for PowerPoint for each student
- iPads for Learning Support x3.
- Spotify subscription x4 months.
- Ice blocks for cross country event.

Feedback - Family Social Night 2023 / Welcome BBQ

Well attended and positive feedback received. Discussed food as we probably only needed half the sausages.

Just One Thing

Allison was advised the Just One Thing survey emailed out required people to login through a Google account, so this possibly explains the lack of responses. Survey re-sent in different format.

Class Coordinators

Still need Class Coordinators for years 4 and 6.

Standing Orders for 2023

Allison shared Standing Orders for 2023 - reviewed and discussed. Annmarie raised P&F paying for student / teacher / staff bus transport for the swimming carnival, sports carnival (if held at the Mackay ARC) and Mackay Eisteddfod.

Allison will amend the Standing Orders to include this bus transport as a P&F funded expense.

Mother's Day Stall

Allison will check with Tina Bates re. Tina's availability for the Mother's Day Stall.

School Improvement Plan 2023

Included with the Principal's report. Goals for 2023 were shared.

School TV

This is a new feature included in the newsletter, which has online resources for families to view at home.

Hall PA System / Speaker Quotes

Allison finally received quote from Kennedy Amplifier Hire Service for a new PA / sound system for the school hall. Quote for one system came in around \$20,000 and another system around \$12,000. Kennedy's advised Allison the

\$12,000 system would be sufficient for our requirements. Allison has applied for a grant which might cover some of this expense. Success or otherwise of the grant will be known in May.

Future Meetings / AGM and P&F Executive Committee

Allison has discussed with Michael McCusker the low attendance at P&F meetings. Michael suggested having one meeting per term. Alex suggested offering hybrid meetings so people can attend from home via video-conference.

Allison will also talk to Michael about the future of P&F given no one has come forward to nominate for executive positions.

Allison suggested to send a separate email to all families about the AGM and the P&F executive roles as the information in newsletters and FaceBook do not appear to be gaining traction.

Close of Meeting: 7:56pm

Next Meeting: to be decided following Allison's further discussion with Michael.