

The Catholic Learning Community of Blessed John XXIII and St Marks College Minutes of Parents & Friends Meeting

DATE: 25 May 2016

TIME: 7.05pm

VENUE: John XXIII Catholic Primary School - staff room

P & F Leadership Team Members: Kim Ferlauto (President), Julie-Anne Townsend (Vice-President), Alex Hendry (Treasurer), Vanessa Bradbury (Secretary), Michelle Trefler (Fundraising/Events Co-ordinator), Prue Thompson (Parent Liaison Co-ordinator)

Present:

Dr Peter Webster, Cathy Troy, Rachel Christie, Maia Cowell, Natalie Howard

Apologies:

Kim Ferlauto

Proceedings:

Meeting opened at 7.05pm

ACTIONS:

Business arising from previous minutes:

CORRESPONDENCE IN:

Kristian Rendulic has made the team for Australia championships in tennis. Anticipated cost \$500. Is the P @ F willing to put some money towards his costs?

CORRESPONDENCE OUT:

None

PRESIDENT'S REPORT: (read by Vice President Julie-Anne)

Congratulations on the success of the cookie dough fundraiser.

There was some discussion about a Mum's Night Out at the Diana Ferrari store in Castle Hill on June 21 which would cost \$10.

Spring Fair planning, new platinum sponsorship package, working with school about linkages between the fair and such school curriculum as food tech, hospitality and art.

Audit completed by new kindy mum, Kathryn Hardy, included recommendations in regards to doing a monthly report and making sure there is a standard template and official processes and procedures in place.

Parent helper rep for each year group, most are willing to help with one off small jobs but do not want to commit to anything ongoing. It is a work in progress.

FUNDRAISING REPORT:

Cookie Dough Fundraiser was a success. First time initiated and made a profit of \$1769.90 and received 108 orders, with a total of 496 tubs sold.

Plan to do again next year, but to hand out order forms earlier to maximise returns

Mother's Day Stall made an overall profit of \$1460 with 1063 gifts sold compared to 1300 sold last year. It is recommended for next year we will try and aim to have available 1350 gifts in total. Plus an extra inclusion of a gift bag and card for an extra \$2 as some parents mentioned it was great to get the present, then they had to go out and buy a card and paper.

Spring Fair, Julie-Anne said stall holders have until May 31st to apply for a spot.

Alex is setting up an online ticket system, through a third party which will also be used for rides. This will allow people to have the choice of using s credit card or cash. Fliers to be sent out mid term 3.

TREASURERS REPORT:

Audit done by Katherine Hardy

Opening balance as of January 1 2016: 24,117.88 and Petty Cash \$115. Total income: \$16, 257.10. Total expenses from bank \$30,979.76, which includes \$20,000 donation to the school, and from petty cash \$105.80. Closing bank balance \$9,395.22 and petty cash \$9.20.

Profit from fundraising events so far this year \$6,485.17.

PRC REPRESENTATIVE REPORT:

A new executive committee was elected and its new president is Lynn McKinnon. The guest presentation was about: setting up for success for your child for 2016.

PRINCIPAL'S REPORT:

Brief discussion about the sign to be put out the front.

Discussed the schools partnership with Telstra, the empowered learning program and hosting school visits.

Also mentioned we have two staff and seven students taking part in the World Youth Day trip.

Also highlighted the idea of having a teacher appreciation initiative

Cathy Tory said she has ordered the defibrillator, the design for the special garden has been done and new app Skoolbag is ready to be introduced to parents and students as a new means of keeping up to date on all things happening at the school.

AGREED ACTION:

P @ F agree to give Kristian Rendulic the \$500 he needs to compete in the tennis championships.

MEETING CLOSED:

Meeting closed at 9.05pm

Next meeting Wednesday, August 17 at 7pm