## St Francis Xavier Catholic Primary School

**P&F Meeting – 17/03/2014**

**Start time:** 6 p.m.

<table>
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<tr>
<th><strong>Welcome:</strong></th>
<th>Principal, Executive Committee, Parents and Friends</th>
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<td><strong>Prayer:</strong></td>
<td>School Prayer</td>
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### Attendance/Apologies
- Principal Nathaniel Rice  President Julie Manera
- Vice President Danielle Cahill  Treasurer Sharnie Contor
- Secretary Anne-Louise Wegner  Sharon Pengelly
- Sara Sugars  Tanya Youmen  Jodie Mulherin
- Andrew Pearce  Margurete Mann  Jodie Miles
- Mary Brownsey  Stacey Dittman
- Apologies – Emma Novosel

### Correspondence in/out
- Catholic Schools Race Day Committee
- P & F Conferences to be held in Cairns and Mackay
- P & F Levy Package

### Minutes of last meeting
- Dated 29th October, 2013

### Business arising from minutes
- Tea & Tissue morning for first day of school
- Books still being audited
- Book packs delivered
- Bills paid for end of year celebrations
- Friday assembly changes

### President's Report
- Results of Newsletter survey regarding preferred meeting times
- Parents Concerns or ideas – P & F Levy – How this works?
| Principal's Report | • Spending of P&F Levy money – Headphones, books, upgrade signage for school, improve gardens, upgrade to school website  
• Current state of senior playground and A Block repairs and cleaning  
• SRI Meeting and review  
• Uniforms  
• School space for lessons  
• How and should we promote St Francis School  
• Future of Fatima house OSHC  
• Events occurring within the school |
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<td>Treasurer’s Report</td>
<td>• As at 28&lt;sup&gt;th&lt;/sup&gt; February, 2014</td>
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| General business | • Curtains in A Block, 4B, and Drama stage  
• $200 Donation to St Bridget’s Emerald – Moved by Jodie Mulherin and Seconded by Julie Manera  
• Mackay Catholic School’s Race Day  
• Lectern Banner  
• Mother’s Day Stall  
• Easter Eggs  
• Uniforms  
• Swimming Carnival  
• Senior Playground – Andrew Pearce has offered to assist in this matter with Sharnie Contor. Repairs need to be made to platforms, shade sail replaced and the tree needs to be removed. |
| Next Meeting: | • Term 2 (Yet to be confirmed) |
| Meeting closed | • 7.10pm |
Data Collected for meeting times.

- Morning Meetings at 9.00am – 7 votes
- Afternoon Meetings at 2.00pm – 4 votes
- Night Meetings – 6 (4 votes for 7.00pm and 2 votes for 6.00pm)
- Meeting Schedules (Executive committee gathers on a regular basis with the principal and meetings will be conducted once a term at different times to allow parents to attend.)

P & F Account

- Currently the only money that the P & F has as income for various activities and concerns for the school are the profits made from the discos held twice a year and donated uniform sales. No longer do we collect funds from book sales or bingo.
- The P & F Levy that is paid in student fees is separate to what the P & F committee has access to. The levy has helped to provide the students with laptops, electronic whiteboards and various other benefits that are on the school wish list.

Mother’s Day Stall

- First time that this has been done at the school so it will be a trial run to see how it goes. If all goes well it will continue into the future and a Father’s Day stall is also planned. So let’s hope it is a success.
- Smart Funraisers – $1516.20 First to be delivered
- Moon and Back School Gifts – $272.80
- Maps Fundraising – $342.64 ***TOTAL COST – 2131.64.

Curtains

- Arranged quotes from various businesses and decided to get Gino and Deanne from Mackay Curtain Making Service to organise curtains for 4B, Upper level of A Block and the Drama room. Two of these sections have been installed and are just waiting for the drama room to be completed which should occur in about a month. These curtains are a block out, fire retard material made into a simple pleated design on tracks to allow for easy movement and safety. ***Overall Cost - $9629.

Eskies

- Purchased two new eskees for the school to use at the swimming/sports carnivals and any activities the children do away from school. Cam from the tuck shop will be using them for the first time tomorrow.
Donation to St Brigid’s Emerald

- A $200.00 donation to help the school P & F to get started.

Lectern Banner

- Currently Miss Nicole Risson is organising this. At the moment the cost will be about $500.

Catholic Schools Race Day

- It has been put forward that the committee for this function should comprise of a variety of individuals from principals, parents and teachers. If there is anyone that would like to take on this role it would be greatly appreciated. Current contact – Julie Manera P & F President.

Easter Eggs

- 520 Easter Eggs will need to be purchased. Cartons containing 20 Cadbury Easter eggs are for sale at Big W for $10.00. These will be delivered to the children on the last day of Term 1 (4th April, 2014). Total Cost $260.00.

Upcoming School Events

- Swimming Carnival 18th March, 2014
- Day of Action Against Bullying
- Commitment Mass 29th March, 2014

Uniforms

- Uniform shop is open on a Monday and Friday 8.15am to 9.00am. Other times are available by request. All donated uniforms are sold for $2.00. Parents wishing to sell uniforms are able to do so for the price that they want. For example a formal shirt could be sold for $5.00.
- It has been brought to our attention that there are some issues with the current size and shape of the school shirts. There is no easy solution for this. Suggestions are welcome.

School Wish List

- Update signs around school to reflect prep to year 6 for next year.
- Improvements to gardens
- Purchase headphones for individual students in classrooms
- Purchase literacy/reading texts
- New sports equipment
- Senior playground repairs and clean-up

THANK-YOU TO ALL THE PARENTS WHO ATTENDED THE MEETING IT IS GREATLY APPRECIATED.