St Bernadette's Primary School, Dundas Valley
Parents and Friends Association (P&F)

20 May 2019
Minutes

Present:

Lisa Gerrard, Anthony Kensell, Alison Dellas, Souzan Nakhoul, Marina Lin, Nancy Assad, Katherine Cicala, Roseanne-Alexis Bonita, Lenny Maryana, Corinne Brooker, Adeline Surjo

Apologies:

Cathy Nagy, Chantelle Boyle, Jenny Lampard, Leanne Cackmakci

1. The meeting opened at 6:59pm with a prayer led by Lisa Gerrard.

2. **Business Arising from the Minutes**

   The minutes from the previous meeting were accepted by Alison Dellas and seconded by Souzan Nakhoul. Nancy welcomes everyone to the meeting.

   - An update on technology was discussed. Lisa talks about introducing BYO to Stage 3 students towards the end of year. It will be an offer not an expectation. It will be a gradual introduction to families.
   - Follow up on Drive thru concerns from previous meeting. A parking marshal has taken control of monitoring drive thru. Our school keeps close contact with the marshal and is contacted if issues arise again.
   - Japanese exchange program. Lisa advises that there has been a great response from families to host students. This will happen some time next term. Japanese teacher has informed that she plans to incorporate the exhchange students in our childrens learning. i.e sushi making days etc.

3. **Treasurers Report**

   Adeline explains the new layout of the treasurers report. A total of $5240.57 was made since last P&F meeting. Available funds as of 20th May is $16.223.76.

4. **School Banking Report**

   - Alexis sends Cathy's apologies for her absence and presents banking report on Cathy's behalf
   - As of now there are approximately 8 helpers for school banking
   - Advised that we have had 7 accounts opened this year and the total commission YTD is $236.50

5. **Leadership Team Reports.**

   Numeracy:

   - Anthony explains that this terms focus is challenging maths tasks and tracking mathematical reasoning and problem solving.
   - Staff have been working with Nadine, a teacher educator to help better mathematical stragies in the classroom.

- NAPLAN ran smoothly. It was the first time we have done it online and had very little problems. Anthony advises that it is a much more adaptable platform with much quicker and accurate results.

PDHPE:

- Anthony informs us that we have 2 children competing in the Mackillop Cross country and 1 reserve
- Soccer Gala days are happening throughout this term
- Our athletics carnival will be held later this term on June 13.

Religion:

- Corinne advises that it has been very busy in R.E and that our school represents a great Catholic culture.
- Since the last meeting in term 1 we have had the liturgy for PBS4L launch, Ash Wednesday.
- Term 2 started with whole school masses and class masses, a comibined ANZAC and Easter liturgy and the blessing of the COLA on 21/05.
- A rubic was created for the term focus of deeper scripture understanding
- Seasons for growth program started last Friday. It has been developing very well and will continue to run every Friday.

Literacy:

- Leanne sends her apologies for her absence. Lisa gives update on Numeracy.
- The last staff development day was about literacy progressions and creating writing texts.
- The goal is to implement not just the way our children write, but the way they speak also using the Surface, Deep and transition method to help get our feedback right.
- Ongoing teachers have worked with the literacy teacher educator to help implement methods within the classroom.

PBS4L:

- Lisa updates us on progress since the PBS4L launch
- There is a focus that is implemented weekly
- There has been a noticeable change in how children have been interacting with each other.
- The teacher have a united front with the same understanding.

6. <u>Activities since last meeting.</u>

- Alison provides feedback for St. Patricks Day canteen. Kindy parents got involved and the kindy gets loved their first canteen experience.
- Alexis confirms Pikelet day was a success with very little left over.
- Souzi and Nancy provide feedback for Pizza Day. There were many volunteers which was great, and the experience was a test and learn. Alison suggests delivering orders to classroom, but this was not possible as there were many things happening that day with talent quest etc.
- Katherine and Alexis provide mothers day stall feedback. Many questions were asked about why there was not 2 of everything for each class. Katherine explains as it was a test and learn with a completely new range of things, wasn't sure how it would be received. Now we know that it was received well, there will definitely be 2 of everything next stall. There was a great response for volunteers with different faces which was great to see. It was agreed to do a collection of unwanted items every 2 years to mix it up a bit.
- State election update provided by Alexis. It was a learning curve for the federal election. A fruitful day, and a generous amount of donations was provided by the school community.
- Federal Election. Alexis reports it was a fantastic and different vibe to the state election. It was a great way to promote our school. Lisa mentions someone gave feedback on prices of baked

goods being a little bit on the higher side. Feedback was take on board. Katherine explained that it wasn't about making lots of money or higher prices, it was about using the wider community rather than our school community to support our school and that prices were no different to the last election, but feedback has been taken on board. Alexis states that we had a great and generous variety of baked goods donated by our families.

7. **Canteen**
   - Alexis informs that linda's lunches has been going steady with an average of 70 orders per week.

8. **Class Contacts**
   - Alexis has advised Year 3 Class contacts of school disco in Term 4. Email with information to be sent to them soon.

9. **Working Bee**
   - Lisa advised we have a new groundsman, Barry. He previously looked after Marion College, and Barry will be present on the school grounds for a period of time each day. So far he has done a fantastic job of catching up, and will work between us and Rydalmere each day. He will have a digital job list.

10. **Upcoming P&F Activiteis**
    - Breakfast snack day to happen on 31/05 at morning tea. Organised by Katherine and Alexis. Hoping to provide something different.
    - Athletics carnival – Nancy asks opinion on running a food option for the day. Decided to not go ahead.
    - Canteen day to be run 25/06. Nancy and Souzi confirm a pasta day. Lisa suggests smaller containers, or having a small and large option to cater better.
    - Colour fun run. Alexis explains that this will be our major fundraiser for the year. It will be held on September 13th. More info is to come.
    - P&F bunnings sausage sizzle. Exploring the opportunity. Adeline explains the procedure of running the event, Lisa has contacted bunnings in Rydalmere. Adeline is to follow up. Possibility of this happening in Term 3.
    - Disco date TBA.

11. **New Items Submitted for discussion**
    - Several items were submitted for discussion from parents.
    - Katherine Cicala submitted " Clarification on what each of the Levys are for. The descriptions in the parent handbook are too similar and general. I.e building levy, admin/maintenance levy, resource fee and P&F levy. Needs to be more transparent.
    - Alsion Dellas offers information on P&F levy. States that it was created years ago to substitute fundraising. Katherine asks how the figure was created and how it was agreed upon. Alexis then offers to find documentation on how P&F levy came about. Katherine then asks the leadership team if anybody has opted out of the levy and Lisa states for privacy reasons, she is unable to disclose that information, however can see if a percentage can be shown. Lisa also explains that it has been an extraordinary year with a state and federal election, which doesn't happen all the time. Nancy explains that we aren't here to push money and all the P&F ask for is parent's time. Alison explains how to do things that best benefits the kids and asks Nancy what she needs from the parent community. Nancy explains we have not done anything different to last year, it just so happens that 2 elections had fallen this year. Nancy explains her goals for being in the committee and would like to leave a legacy behind for the kids at the end of her term.
    - Lenny suggests using a Direct reason for fundraising and clarify this to the parent community. Suggestion is well received by the leadership team and committee.

- Lisa moves on to discuss the building levy. It is also known as the Diocese Levy and every family pays the levy to the diocese for facilities and major works like awnings and pillars. Lisa clarifies the maintenance of our grounds is up to our school and we have a budget. There are requirements for the maintenance of our school that we use these funds for. i.e the painting of the hand railings and 2 classrooms was $9000. It's $16,000 to replace the grates around the school and we have had to ask CEO as we do not have enough funds and this needs to be done this year. Lisa is to confirm and clarify this levy.
- Resource fee is to cover books, pens, art supplies etc. Katherine suggests offering a pack at the beginning of each year instead of having a school supply list for each year group. Lisa suggests that the school supply list are just the disposable things and it is cheaper to outsource than purchase from supplier. Teachers are allocated a budget each year which comes out of the resource fee.
- Katherine has requested a clearer description of each fee in writing.
- Lisa has confirmed that she will be applying for the role of principal at our school.
- A question in regards to our athletics carnival was submitted. "Why is the athletics carnival on a Thursday?". Mr Kensell has explained that we offer the council several dates which suit us and the council decides what days are available to us.
- A request was submitted to have a speech therapist at our school. Lisa can find out if this is possible and has made it clear that it will be a serviced offer and that we don't get a kick back from it.
- Request was submitted for cleaning of the undercroft and brightening it up. Lisa has informed that the art work on the top playground is copyrighted. It will need to be repainted by the same person and she will look into this. The canteen roller doors may be replaced and new artwork will be painted on this with approval from our leadership team.

12. <u>Principals Report</u>

- Lisa has said that for now we are done with furniture upgrades and that Kindergarten furniture has been ordered ($8000), few bits and pieces for Year 2 and that $8000 worth of furniture has been ordered for stage 2.
- Lisa is looking to purchase a class set (30) of chrome books which will cost approx.. $10-$11k.
- Lisa has requested funds for coding equiptment. This was brought up last year, and school has now done enough research and wants to move with the times of technology. She has requested the amount of $5000 to implement robotics and programming to the I.T/Computer Skills and science curriculum.
- A request for $1000 for replacing some maths equipment such as 3D shapes etc.
- The P&F has agreed to grant her $6000 to help cover these costs.

Meeting closed at 8:29pm