

Holy Family School Merewether Beach

Minutes of Parents and Friends Meeting

September 20th, 2018

Commenced: 9.20am

Attendance - Sue Thatcher; Sidonie Coffey; Kieran Hazell; Kristy Noonan; Lisa Gill; Jill Burton; Louise Nguyen; Dom Cowie; Jackie Lind; Angela Henderson

Apologies - Loretta Mullins; Jade Courtney; Mel Renfrew; Cath O'Sullivan; Mark

Vella; Christine Spiteri; Rachel McCormack; Sharon McDermott

Minutes from the previous meeting-

- Accepted by Lisa Gill
- Seconded by Kieran Hazell
- Christine Spiteri requested via email that the minutes be changed in regards the 'Mother's Farewell Dinner' discussion, to indicate that 'the majority of meeting participants and the email writer were satisfied that we have given due consideration to the issue', because she 'didn't agree that it was a good idea to not change the name of the event and open it up to fathers too'.

Business arising from previous meeting-

Discussion about adding more t.v monitors and updating the sound system to the hall. Lisa waiting for a quote. Sidonie raised concerns about the school/P&F spending money on the hall given that it is a Parish facility and we have no control over it.

Correspondence-

N/A

Principal's Report -

Total enrolments: 252 Girls: 129 Boys: 123 Families: 173

Students:

* New students commenced this week. Welcome Ocean and Nami Lancaster from The Junction Public School. Ocean 'surfs' into Year 4 and little sister, Nami cruises into Kindergarten. Parents, Sean and Melissa, have been made very welcome by the HF 'morning assembly/uniform shop' parents!

* HF was well represented at the Tournament of Minds Challenge held last Sunday at Newcastle Grammar. Our team was made up of Benji Rowe, Kayla Ebrill, Emilie Coyte, Ella Hill, Frankie Parris, Ruby and Felix Vella. The 'challenge' involved research, reading, script writing, costume making and constructing props. It cost the school \$250 to

register, plus a relief teacher to replace Giulia Drinkwater off class for a day so she could work with the team. Giulia Drinkwater, Jane Dougherty and Marg Rabbitt.

* Book Week celebrations were a great success. The photos of staff and kids costumes were amazing! Janet and Tracey cooked up a smorgasbord of interesting group tasks that kids were involved in throughout the day. The groups were made up of kids from K-6. I love the idea of big kids working with little kids!

* HF are proudly represented today at the Rebels Challenge Cup @ Toronto

* A large contingent of kids attended the Soccer Gala Days in glorious weather! (Boys Gala Day/Girls Gala Day)

* Four Year 6 students offered places at Merewether High School in 2019. One student offered a place at Hunter School of Performing Arts

* All students in Years 5 and 6 completed the very challenging, Newcastle Permanent Mathematics Competition.

* ICAS Science, Writing, and Spelling Competition results are back and HF featured strongly in both High Distinctions and Distinctions.

* Fabulous K-6 Merit Award Assembly today....Year 3 kids took us on a journey of learning in their classroom, this term from enviRONmental studies (and don't forget 'RON'!!!) to the beautiful paintings of Matisse! Ell done, Year 3....and Sue Porteus, Kerrie Wallace and Christina Price.

* Well done to the following kids who have read 20 books to complete the Premier's Reading Challenge...Cameron O'Sullivan, Oliver Barr, Hamish McDonald, Xavier Byrnes and Caleb Healy. The following kids have ploughed through 30 books! Alana O'Sullivan, Zoe Wall, Alinta Hopley and Evie Colman....fantastic effort, kids!

Staff:

* Sidonie attended Parish Council Meeting on August, PPA (Primary Principal's Association) Meeting, Primary Staffing Model Working Party Meetings (x2), IEU (Independent Education Union) Women's Conference and State Council Meetings

* Jeanette Chapman will be on LSL for the remainder of term. Matthew Perkins will be replacing her during this time.

* Carolyn Taylor will be on Carers Leave for the remainder of term. Kerrie Wallace will be replacing Carolyn for Weeks 7, 8 and 9. Kerrie will be on LSL for Week 10 and a replacement teacher will be employed during this final week of term. Please keep Carolyn and her very ill husband, Carey, in your prayers.

* Joe Hamilton has stepped up into the Relieving REC role* Holy Family hosted a GEL (Gifted Education Leaders) Networking PD Day last Friday...teachers attending loved our school setting!

- * Joe attended a Mathematics enrichment PD day
- * Giulia attended Day 2 of a Mini Certificate in Gifted Education

Parents/Facilities/Resources:

- * Thank you to the many parents who've provided transport, coaching and additional supervision at a number of sporting fixtures this term
- * Thank you to the Mums and Grandma's who made up a formidable assembly line, wrapping all those Father's Day gifts this week. Retail therapy kicks in on Thursday at the Father's Day Stall.
- * The school has purchased the following technology resources.....five new computers to replace our dinosaurs in the staffroom, executive office and admin (cost? \$10,000)
- * Thank you to the parents who purchased books from the Book Week Book Fair. Over \$760+ raised in commission for the library
- * Thank you to Glen Rogers who has coached our Rebels Challenge Cup team.
- * Canteen will be closed tomorrow (30.08.2018) due to a lack of volunteers...sad news.
- * Thank you to Sharon McDermott who initiated the 'Food for farmers' food/toiletries program throughout the school. We all appreciated the generous support of our families.

Coming Events:

Father's Day stall (tomorrow)

Father's Day breakfast (8.00 a.m.) and Liturgy @9.00 a.m. (Friday, 31st August)

Kindergarten 2019 Parent Information session. (Tuesday 4th September)

PUPIL free DAY (Monday September 10th)...Compass training

Year 6 Sports Day @ St. Pius (Wednesday, 12th September)

K-6 Disco (Wednesday, 12th September)

K-6 Merit Award Assembly (Wednesday, 19th September) Tournament of Minds Challenge Presentation...Year 1 Assembly item postponed until Term 4

Thank you for your ongoing support of this great school

Cheers

Sidonie. X

Treasurer's Report -

Current Funds at Hand \$56,471.12 As of 1/9/18

Unpaid Canteen Invoices July \$ 1,053.46 invoices to pay on statement

BALANCE \$ 55,417.66

Uniform Committee -

Jackie informed us that Lowes have run out of the Summer tunics and those ordered have not been delivered to the school yet. Big shipment due next week or early Term 4.

Discussion about promoting the Second Hand Uniform Shop and the need for 'incentives' for families to bring in Second Hand Uniforms (and school bags). Particularly encouraging Year 5 and 6 to donate larger size items.

Discussion about introducing compulsory school bags and library bags (for Kindergarten 2019?). Possibility of a bundle of 'bag, hat and library bag', to be added to fees over the three terms. Sidonie to investigate further.

Canteen Report -

1. General Report

The Fresh for Kids campaign has been successful. Many students bringing in vegetables or a new fruit for crunch and choosing healthy options at the canteen. So much so that we have run out of the healthy items some weeks.

I have contacted local media sources to promote the schools participation in this campaign. Will provide updates when we have confirmed and media releases.

2. August Canteen P&L

Still have cash sales to enter for income for August, so far looking like another successful month for canteen profits, see attached P&L report.

The Book Week special was a success with a total of 208 meal deal orders, profiting \$546.56 for the canteen.

It has been suggested to me that since the canteen has been making a decent profit, would the P&F Committee and/or School consider a paid canteen co-ordinator? After completing the Food Safety Supervisor Certificate one of the requirements when serving food that a FSS must be on premises. It would also be beneficial for first time volunteers to know there is always someone experienced on a shift and help with the day to day running of the canteen.

3. Volunteers

Volunteers have signed up to most of Term 3, we are running short on volunteers this week and at this stage looks like we will have to close the canteen on Thursday. Will advise by lunch time on Wednesday.

Fleur has opened the roster for Term 4 to start filling shifts until the end of the year.

4. Term 3 Menu

The new fresh chicken strips have not been as popular as the frozen version we used to buy. Will continue to track sales and see if suitable to continue supply.

We have been in contact with Hanoi Food Truck to organise the End of Term special, times and menu will be available on Qkr soon.

I have submitted our Term 3 menu to Hunter New England Health for review with the NSW Healthy Canteen. Will await feedback.

5. Canteen Committee Meeting

The next Canteen Committee Meeting will be on Monday 17th or Tuesday 18th September, date and time TBC.

Apologies again for not being able to attend the P&F meeting tonight, please call if you have any queries, 0449 258 584.

Thank you. Christine.

Update after Committee Meeting on 17/9 -

Call out for 'other' volunteer roles for the canteen. Don't want to be putting more responsibility on current volunteers during service, therefore thought it would be a good idea to ask for outside help. Other roles include things like, weekly washing of tea towels, fortnightly stocktake, weekly sushi orders. Bridie and Sidonie have kindly offered to take on the tea towel duties and I am happy to continue doing the fortnightly ordering. Could you please organise a call out for someone willing to do fortnight stocktake (15 minute job, need to be available anytime Friday between 1-3pm) and weekly sushi orders (15 minute job need to be available Wednesday mornings after (am to process orders).

Volunteers have been great in the canteen, however there are a few issues that aren't being adhered to by following procedures. It was suggested that Chrissy creates a tick sheet for volunteers to go through and check off during their shift to ensure all procedures are followed, especially issues relating to Food Safety and wastage.

It was also discussed potentially employing someone to work for 1-2 hours each day in the canteen. We will have to ask the CSO on how to go about employment, then possibly the P&F funds rised from canteen to be donated to the school to cover the costs of employing a permanent canteen position. We feel this will alleviate the constant closing of canteen and address the two issues mentioned above too.

Numerous parents have indicated they would be happy to pay for this position, so maybe a school vote might decide on this suggestion.

This P&F meeting:

Discussion about some issues staff and parent volunteers have noticed: the amount of wasted food (chicken strips being thrown away by children; smoothies and juices being thrown away at end of service because no room in the freezer to freeze them; food and drinks being given away at end of service); the amount of chicken strips in the freezer, when fresh chicken strips continue to be ordered; lack of freezer room; the difficulty of getting volunteers; the

Strategies suggested: reassessing the fresh items that are popular and those that are not; simplifying the menu; and targeting products that are popular, rather than having so many choices, and so many changes; cutting back on order of chicken strips from butchers.

Request to employ someone was discussed in terms of profits August 2016 - \$9,172
August 2017 - \$8,141
August 2018 - \$9,077

Angela suggested the need to liaise with Chrissy about organising a Special Canteen Meeting to discuss issues raised at today's meeting and those raised at Canteen Committee Meeting on Monday 17/9.

Items for Agenda: Survey; Volunteers; Paid Position; anything Chrissy/Canteen committee need addressed; expectations that have been placed on the school from Food Guidelines; reassessing the fresh items that are popular and those that are not; simplifying the menu; and targeting products that are popular, rather than having so many choices, and so many changes....

Fundraising Report -

Father's Day profit: \$1216.73

School Disco: hugely popular, majority of children attended. Profit: \$2002.28

Current strategies:

Ball/Soiree - Fri 16th November, Surfhouse. 40 RSVP out of 150. Sponsorships are still being sourced. \$25-\$30 sponsorships are needed most.

Approx \$25,000 raised by the Fundraising Committee so far this year! Thank you awesome ladies.

General Business -

Lisa wondered if the P&F could contribute in some way to the upkeep of the grounds. Sidonie suggested a working bee (Once a semester?); or help with skip bins. Kristy also suggested painting games onto concrete in playground. Need to liaise again with Jade about the Beautification role. Sue to do.

Angela requested promoting the Premiers Reading Challenge as some parents are unaware of the expectations or how to support their children. Sidonie to discuss with Janet Carmichael.

Year Book Committee Meeting was held on Tuesday 18/9. Working on a timeline; pages and cost, production during Christmas break and distributed early 2019. Discussion about whether to add a fundraising amount to the cost.

Mother's Dinner organising committee requested \$150 to purchase a cake. **All accepted.**

Year 6 farewell lunch at The Beaches and cupcake - P&F to fund. **All accepted.**

AMENDMENT Sidonie mentioned that it may be necessary to install a demountable classroom in the school grounds next year. This is a possibility, that may arise because of possible capital works to the current Kindergarten block. Sidonie has applied for a

grant and is still waiting its approval. Kindergarten enrolments for 2019 are currently at 50.

Next meeting:

Wednesday 24th October

1.45pm

Meeting Closed: 11.40am