“DRAFT”
Minutes
Sacred Heart Primary School P&F
Meeting Minutes
Tuesday 12 March 2013

1.0 Vice President Scott Watson welcomed all at 7.05pm. The meeting was opened with a prayer.

2.0 ATTENDANCE: Scott Watson (Vice President), John Simpson (Treasurer), Chris Bathersby (Principal), Madonna Whillans, Chris Simpson, Nicki Walsh, Shinara Auld, Mick Every, Cherlyn Connell, Kathy Rutkin, Kylie Pashley, Danielle Barber, Angela Hennessy, Michael Pickering, Leanne Kerr, Paula Robbins, Louise Youngman, Amanda Friday.

3.0 APOLOGIES: Jim Murdoch, Catherine Murdoch, Sister Teresa Ekerick, Raeleigh Waddell.

Moved: Madonna Whillans Seconded: Mick Every, that the minutes of the meeting of Tuesday 12 February 2012 are adopted. Carried.

4.0 REPORTS

4.1 Treasurer: John Simpson tabled Treasurers Report including a profit and loss statement as at February 2013. John went through outstanding accounts. John said he was moving to an electronic platform for banking which will be faster and more efficient and allow for better tracking and easier transfer to MYOB form for monthly reconciliation and P&L.

4.2 Uniform Shop Convenor: Carried over to the next meeting.

4.3 Tuckshop Convenor: Leanne Kerr tabled a Tuck-shop report. Leanne reported that on 22/2/13 and 8/3/13 there were 234 orders through the Flexi Schools portal. Flexi Schools is working well and it easier to get orders out. Total banking for the month was $1,666.22. Next term a special Menu Tuckshop will run every other Wednesday. Leanne thanked Karen Rosevear, Glenda Ryan, Jo Clemments, Karen Singleton, Justine Green, Julianne Kidd, Leslie Moore and Angela Crowe for their help over the last month.

4.4 Principal: Chris Bathersby tabled a report. The report included information on the following;

- Installation of Father Modestus as our new Parish Priest and Fathers involvement in the school.
Year 4, 5, 6 and 7 involved in implementation of a Learning Management System, coupled with Year 4, 5 and 6 beginning 1 to 1 laptop program in term 2,
Year 5 and 6 leadership camp,
Zone 6 swim trials,
Arts activity in connection with winter racing carnival,
Grandparents Day,
Year 7 adopting a leadership role,
Changes in school staff,
School working bee,
Class co-ordinators,
Future Directions,
School website up and running.
The School Board is looking at marketing strategies.

A general discussion occurred about the parking issue. Tuesday and Friday morning are issues because parishioners are parking in the car park earlier on Tuesday and Friday for prayers. A discussion will occur with Father Modestus.

5.0 OTHER BUSINESS

5.1 Race Day: The Race Day is proceeding as planned on 28 April. There are now 6 major sponsors – still looking for 2 more. Madonna Whillans volunteered to co-ordinate the sale of raffle tickets. Leanne Kerr asked about selling of raffle tickets on line.

5.2 Uniforms: The matter of defects in uniforms was raised. The uniforms are being repaired if brought back with a week turn around. Mick Every asked if the returns policy had gone out yet and the meeting was advised it is still being developed. It was suggested a Survey should include a question of whether uniforms can be purchased through Flexi-Schools. Suggested orders for uniforms could be sent to the office. Leanne Kerr said she would only need to know what is sold and what is stocked and she could have it up and running on Flexi-Schools by next term.

5.3 Computers: Chris Bathersby has confirmed the request for a further $25,000 committed to spend on IT. A cheque will be drawn for that amount as previously authorised.

5.4 School Wish List: Chris said he has spoken to staff since being previously asked at a P&F meeting for a list of possible areas for consideration of support from the P&F. He said the following matters were raised;

- Literacy resources prep to 7 - $9,000 to $15,000
- For upper primary: Girl Power friendology program social skills $1000
- Bibles: $1500 (50 x $30)
- Yard Art on our spirituality – Jesus, Labyrinth, Cross
- BBQ area
- House shields and banners
- Lego technics and robotics
- Fencing
- Tiles and seating for top floor of Stratford Centre
- Storage cages
- Seating in shade cloth area
- Building lettering
- Storage room in prep
- Stackable chairs for staff room
- Water proofing
- Improvements to McKillop building

5.5 Grants: It was raised that the position of Grants Officer remains unfilled. It was Clare Millers proposal at the end of 2012 to have someone researching, someone writing and someone presenting. Chris will put a notice in the newsletter calling for someone to head up the grant applications function within the P&F.

5.6 Secretary Vacancy: The meeting was advised that Julie Neal has decided to step down as Secretary. Chris Simpson agreed to act in the role until a new Secretary is nominated.

5.7 P&F Federation: Julie Neal had passed on that she had made contact with the P&F Federation enquiring about services provided for membership and was advised someone from the Federation would come to a P&F meeting to explain the benefits of membership.

6.0 CLOSE OF MEETING

Meeting closed 8.32pm.