



Queen of Apostles CPS P&F Association

Minutes

Chaired by: Tracy Italiano

Date & time: 14 October 2024, start 6.06pm

Minutes taken by: Paulyne Farrell

Location: Queen of Apostles

Present: Tracy Italian, Mark Ryan, Paulyne Farrell, Cat Domican, Koreena Cinanni

Apologies: Aislinn Trodden, Rececca Day, Jennifer Anderson, Marnie Selton, Jessica Stevens.

Attachments:

Topic minutes

Topic	Minutes	Actions required
Reports Principal	<p>- The athletics carnival held on week 10 of last term went well and Ross was happy that it ran smoothly. The market stall also held on the same week, raised money for the kids for kids and will be transferred to the orphanage in the Congo, no figures yet.</p> <p>First day this term was a professional development day for staff. The Berry Street education model, is a framework that empowers staff to create classrooms, to enable all students to thrive. It shares ideas on how to engage with students at different times on their journey. Some kids are at difficult ends about coming to school which helps teaches in that space. Have completed two days already, one day terms one and two and another scheduled for next year. This course is in</p>	<p>Action:</p> <p>Assigned to:</p>

	<p>conjunction with three other schools. Having four schools together it has been good to pool ideas, great for our teachers and to get ideas from other schools on the same level.</p> <p>Disco was very successful and well done to the P&F, it was nice and safe, and the kids had fun.</p> <p>Term 4 has had a good start so far; teachers are really pleased with how the kids have transition back to school mode.</p> <p>Coming up this busy term, 25 October year 4 assembly, Weeks 5 and 6 are swimming lessons. ACM on 13 November will be held in the undercover area this year. Interschool athletics carnival has been changed from this Friday to the 21 November due to trouble sourcing a suitable venue. 27 November Christmas concert, 4 December Graduation, 6 December Last day term for the kids.</p> <p>Finalising staffing for 2025.</p>	
<p>Reports - Chair</p>	<p>Disco held on 11 October was a great success, with 170 tickets sold from 90 at the beginning of the term. Good set up with seating at the very back for the parents and a table for students to eat at. Could have had more parents around to help supervising for both discos.</p> <p>Jen had to set out rules at the beginning of each session.</p> <p>Good to have a better sign in sign out process for disco to save the bottle neck for drop off and pick up. Better for parents to sign out as they arrive, better to have class papers out and ready and easy for parents to sign. Cat suggested to split up sign in/out pages between classes to make it easier.</p> <p>Pizzas and drinks were great, no one complained there was not enough either this time. Koreena will follow up with Orla regarding any feedback on the drinks/cordial.</p> <p>Charlotte Indrisie did first aid officer and helped with canteen drinks and floor supervision. Scarlett and</p>	

	Cherie helped with the canteen drinks. Huge thank you to the volunteers for all their help.	
Reports Treasurer	<p>- Opening Balance 1 September 2024 \$20,333.65</p> <p>Income</p> <p>Father's Day Breakfast Sales \$1,207.00</p> <p>Father's Day Breakfast Sales- Trybooking \$1,235.00</p> <p>Icy Poles Sales \$142.27</p> <p>Total Income \$2,584.27</p> <p>Expenses</p> <p>Footy Tipping 2nd Prize \$96.00</p> <p>Father's Day Breakfast - K Cinanni \$804.45</p> <p>Total Expenses \$900.45</p> <p>Movement \$1,683.82</p> <p>Closing Balance 30 September 2024 \$22,017.47</p>	
Previous minutes	Cat accepted and Koreena second	
<p>Business from previous minutes</p> <ul style="list-style-type: none"> • Second Hand Uniform Staff • World Teachers Day Morning Tea and Warm Fuzzies • Wellness Week • Christmas Raffle • Book Awards and Spirit Award • P&F Dinner • Edu Marking 	<p>Secondhand stall this Friday 18 October, advertised last week in the newsletter and will advertise this week.</p> <p>Cat and Tracy can help. Koreena unsure if she is able to help on the day but will check. Koreena can organise clothes on Thursday. ACTION: Cat will put a call out for volunteers.</p> <p>World Teacher's Day – Friday 25 October 2024</p> <p>Paulyne to organise and order the morning tea, collect and set up in the staff room after school drop off. Will keep savoury food in the warmer.</p> <p>Tracy has done some sheets of warm fuzzies to send out the classes for kids to take home and write up and bring back to pass onto teachers and notification will go in the school newsletter.</p> <p>29 staff – to cater for teacher day this year for coffee vouchers and Mark to confirm number of staff working on 25 October for catering purposes.</p>	

<ul style="list-style-type: none"> Welcome Back Sundowner and Blue Tree Project 	<p>Wellness week - Wednesday 6 November 2024</p> <p>P&F Icy poles to be donated and given out on Friday 8 November, Cat will help.</p> <p>Cat will arrange Sharon to order, Tracy and Koreena can help if Cat needed.</p> <p>Christmas Raffle</p> <p>Request for \$50 to arrange boxes and some wrapping for. P&F Agreed and approved \$50 spend</p> <p>3 family passes to the aviation heritage museum, 3 family passes zone bowling, 2 family passes to the bell tower, baking sets.</p> <p>Tracy has approached Big W, Woolworths and went to centre management at Riverton Forum for donations for the Christmas raffles.</p> <p>Worst case scenario, we will buy items to fill up the baskets which the additional \$50 will cover. Advertising to start in the next couple of weeks. Perhaps a \$1 a ticket and send tickets in advance to families.</p> <p>Book Awards and Spirit award</p> <p>Letters have gone out and have already had one response. Thank you to Mark for sending out to the teachers. ACTION: Paulynne to purchase the watch for the Spirit Award</p> <p>P&F dinner Monday 11 November</p> <p>Booking at the Windsor orders to be placed from the restaurant menu. Other suggested venue is Rowing Pavillion. The school will pay for the meal.</p> <p>Attendees: Tracy, Cat, Koreena, Bec, Paulynne, Ais and Kath as she organised the Colour run event this year, Mark and Jen.</p> <p>Edumarking</p> <p>Mark has spoken to Caroline today, last meeting discussed, doing it over the school holidays. School to pick it up until the P&F levies come into the P&F.</p> <p>Mark will try and get it done in January before the kids come back to school, can use for the kids at</p>	
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	<p>the sundowner, \$20,900 inclusive of GST, but P&F do not have to worry about GST due to school.</p> <p>Classroom furniture donation</p> <p>P&F aim for next year – Year 4 classrooms furniture for next year. Cat was going to look into doing something for the library.</p> <p>Tops for interschool and choir uniforms</p> <p>Interschool teams roughly about 30 students. For choir - one school all wore a scarves with musical notes on them.</p> <p>Roughly about similar costing to graduation shirts, around \$1,200. First event of the year, week 6 term 1, 14 March, 2025.</p> <p>Query interschool SNAFL carnival uniforms. Consists of footy jerseys, netball has bibs and soccer may have a jersey. ACTION: Mark to get approximate numbers and possible sizes</p> <p>Welcome back sundowner and blue tree project</p> <p>Discussed potential date for the Welcome Back Sundowner being Week 3, Friday 21 February, Friday, Mark's birthday. P&F Agreed and approved</p> <p>Year 6 Graduation Committee to do BBQ, juice and soft drinks for sundowner and open night as the Ice-cream van did not have drinks.</p> <p>Discussion about rocks at bottom of the blue tree, people pay \$2 to paint a rock to go at the bottom. Koreena to check prices of river rocks. Could be used as the fundraiser.</p> <p>Jo and Jamie can do blue tree.</p> <p>12 people on the Year 6 Graduation committee.</p> <p>Perhaps have some dads on the basketball court</p> <p>ACTION – Paulynne to give Koreena details for paint for Less</p> <p>ACTION: Koreena will buy bag of cement.</p> <p>ACTION: Mark – to check if the location for tree</p>	
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	<p>P&F school email –</p> <p>Tracy had accessed the P&F email throughout the week, mostly promotion stuff, nothing to note</p>	
Correspondence	Nothing	
<p>New business</p> <ul style="list-style-type: none"> • P&F Committee for 2025 • P&F Events for 2025 	<p>P&F committee for 2025</p> <p>Two years, per term in the P&F</p> <p>Paulynne and Cat to renominate SAC and P&F meetings, minimum meetings are one per term.</p> <p>First meeting of each P&F meeting each term – second week of every term</p> <p>P&F Events for 2025</p> <p>Colour Explosion</p> <p>We need to organise prizes now.</p> <p>ACTION - Cat to chat to Kath about letters requesting donations.</p> <p>Mark – look to have in week 9, 4th April 2025 – penciled in.</p> <p>Easter Raffle will still go ahead. Discussion to replace easter hat parade next year. Koreena and Jess have already volunteered to make Easter baskets for the Easter Raffle</p> <p>Footy tipping</p> <p>Tracy to run footy tipping in 2025</p> <p>Wellness week</p> <p>Week 5 – between 3rd and 7th March</p> <p>Parent volunteers for 2025</p> <p>Discussed classes helping out with some events next year. Mark mentioned some schools just don't get any volunteers at all. We have a very good set up.</p>	
Other business		
Next meeting	Next meeting is at the ACM – 13 November 2024	
Close	7.40pm	