

Minutes of St Mary’s Primary School P&F
AGM & normal scheduled Meeting
8th March 2016

AGM summary

Attendees: Yvonne Rincheval, Jan Jeske, Bree Hiatt, Angela Mula, Angie Day, Renee Zimmerman, Louise Thompson, Marnie Henwood, Michelle Smith

Apologies: James Hiatt

Opening Time: 6.05pm

Opening Prayer: Yvonne

Reports: No reports were tabled

Yvonne: All executive positions were declared open for 2016. Resignations were received from Bree (President) and Angela (Secretary). The following parents were elected:

President: Louise Thompson, self nominated and seconded by Angie Day
Treasurer: Marnie Henwood, self nominated and seconded by Louise Thompson
Secretary: Fiona O’Farrell, self nominated and seconded by Bree Hiatt

Signatories for 2016: Yvonne Rincheval, Louise Thompson and Marnie Henwood.

Yvonne thanked the departing executive for their service on behalf of the school community.

Meeting closed: 6.30pm

P&F Meeting

Present All of the above, Michelle Renshaw, Fiona O’Farrell

Apologies Stacey Kroehnert, James Hiatt

Opening Time 6.30pm
Previous Minutes  No written minutes have been distributed from meeting on 9th February as it was an introductory meeting with no actions to carry forward.

Correspondence In  none

Correspondence Out  none

New Business:

Reports

Principal:

Verbal Report:

- Class parents have been confirmed. There are still some classes that need another parent to be involved. Tamya Jones (teacher contact) will follow up with interested parties. Currently the representatives and the fundraising events they are responsible for are outlined below:

  - Class Parent Coordinator: Stacey Kroenhert.
  - Kindergarten: Tosin [Easter Tombola]
  - Year 1: Michelle Renshaw & Amy Ahern [Swimming Carnival BBQ]
  - Year 2: Michelle Smith & Kristy Burrow [Mothers Day morning tea]
  - Year 3: Michelle Whitey [Athletics carnival BBQ and cake stall]
  - Year 4: Angie Day & Fiona O’Farrell [Athletics carnival BBQ and cake stall]
  - Year 5: Kellie Vereyken & Belinda Chapman [Fathers Day stall]
  - Year 6: Stacey Kroenhert [Mothers Day stall]

- Sports Grant: the school received a sports grant that is currently being used to pay for AusSwim instructors for school swimming. There is a possibility that this may also fund a dance program in Term 2 or 3.

- P&F meeting schedule: Yvonne asked if any of the committee members had ideas for increasing participation in meetings by using other methods and tools. This would assist parents to contribute, even if they were unable to physically attend a meeting. Suggestions include Google Docs/Voice Thread

- Social Gatherings: Yvonne would like suggestions for a regular social opportunity for parents at the school.

- Life Education van: Yvonne has made enquiries with the Life Education van regarding having them visit the school this year. It would be for all students and year levels and
the cost would be $10 per child. Parents will be asked to pay.

- Year 4 maternity leave position: Stephanie Hicks will replace Leah Bancroft from Term 2. Stephanie will join the school from the Hunter region. The staff are very excited about her addition to the teaching team.

- Parent Assembly: Christine Morrison is the Family Educator and she will provide support to the school community. Chris Comerford, consultant, will be visiting Thursday.

**Treasurer:**
Absent

**Learnscape Project:**
Not covered

**Canteen:**
Verbal Report: Yvonne noted that Dairy Farmers have advised that they will reclaim their fridge that is in the canteen due to a lack of sales of Dairy Farmers’ stock. Michelle advised that she will phone Norco to investigate possibilities of them providing a fridge.

**Business Arising:**

**Fundraising for 2016:** Angie raised that a fundraising meeting should be held soon in order to confirm the activities for the year. Bree and Yvonne will look at last year’s calendar and provide as a guide for dates. Events that need to take place include:

- Discos
- Walkathon
- End of year function
- Fun Food Days

**Social gatherings:** Following on from Yvonne’s report regarding introducing regular opportunities for parents to congregate and socialise a discussion took place regarding the best time of day to run these. It was determined that the first gathering take place at 2pm on a Friday afternoon. Attendees could then determine what would best suit them moving forward. Angie suggested that we could also promote the uniform shop to be open at this time.

**Kindergarten Welcome Event:** will be taking place on Friday 11th March.

**Fun Food Day:** Angie to investigate hot cross buns from Hanks. Proposed date: 24th March.

**Meeting Closed:** 7.30pm
## Meeting Actions

**Note:** Items which have been completed have been crossed out. They will be removed from the action list in the next agenda.

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Responsibility</th>
<th>Description</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Financial Procedures Handbook</td>
<td>All</td>
<td>James to provide handover to Marnie</td>
<td></td>
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<tr>
<td>2. Class Parents</td>
<td>Yvonne/Tarnya</td>
<td>Kindergarten, Year 3 and Year 6 need another parent</td>
<td></td>
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<tr>
<td>3. Alternative P&amp;F meeting options</td>
<td>All</td>
<td>Everybody to consider alternative options to increase meeting participation</td>
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<tr>
<td>4. Canteen Fridge</td>
<td>Michelle S</td>
<td>To make enquiries regarding a new fridge from Norco</td>
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<tr>
<td>5. Fundraising dates for 2016</td>
<td>Yvonne/Bree</td>
<td>Provide dates from last year as a guide for this year</td>
<td></td>
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<tr>
<td>6. Fun food day</td>
<td>Angie</td>
<td>To investigate with Hanks for hot cross buns: proposed date 24th March.</td>
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**NEXT MEETING:** 10\(^{th}\) May 2015 5.30pm.