

ST MICHAEL'S PRIMARY SCHOOL PARENTS' AND FRIEND'S ASSOCIATION



Phone: (02) 4421 3630
Fax: (02) 4423 2861

*St Michael's School
North Street
PO Box 126
NOWRA NSW 2541*

General Meeting – 14th March 2017

Meeting declared open at: 7.03pm

Attendance as per attendance book: Sophie Pavlis, Carina Beattie, Michelle Lane, Geoff Hayes, Phillip Duncan, Brett McConville, Monica Oke, Greg and Melissa Turner, Belen Walsh, Jacinta Davis, Kate Morison, Natalie Kidd, Chris Paton, Yasmin Lizette, Rachelle Moore, Kristy and Kody Davis.

Apologies: David Ellerington, Belinda White, Charmaine Pryer

Motion that the minutes from the previous General Meeting be accepted:

Moved: Sophie Pavlis

Seconded: Geoff Hayes

Business arising from previous meeting:

- We received correspondence last month about a local entertainment booklet for fundraising. We have decided to put the idea on hold until next year.
- Finn Lochrin, one of our year 6 leaders, has agreed to be our DJ at the welcome disco.
- Raffle tickets- have been printed and already sent home with students
- Mr Patton has provided an annual schedule of events. Will still need to confirm soccer gala day.
- Working bee postponed until the 25th March. Committee will decide on another day to clean under parish centre.
- Sticky beak bags have been ordered
- Mr Paton and Renee McGuire are yet to present a quote for IT purchases.

Correspondence in:

- Letter from Barb and Barb thanking the P&F for their donation towards purchasing new shelves for the library.
- Stockland grant – applications need to be in by the 31st March. Forwarded information to Kristy Lochrin to submit application for school playground improvements
- Cook book fundraiser ideas
- Colour run school fundraiser promotion.

Correspondence out: NIL

Motion that the correspondence be accepted:

President: Phillip Duncan, Vice President: Natalie Kidd Treasurer: Michelle Lane Secretary: Yasmin Lizette
Publicity Officer: Sophie Pavlis
Email: Parentsfriendsofstmichaels@gmail.com

Web address: <http://stmichaels.woll.catholic.edu.au/>

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Moved: Yasmin Lizette Seconded Jacinta Davis

Presidents report:

Principal's report:

Treasurers report:

Motion that the treasurers report be accepted:

Proposed: Sophie Pavlis Seconded: Belen Walsh.

General Meeting / Business:

- Newsletters are still not being received by some families. Hardcopy letter to go home reminding parents of the different ways they can obtain the weekly newsletter. **Mr Paton** will speak to Nicole in the office about utilizing the alerts on the website for upcoming events and helper notes as some students are still not receiving notes.
- **Sophie** to include all notes on P&F Facebook page and include a link every week to the school newsletter to hopefully reach a wider parent audience.
- Easter Raffle – tickets have already gone out and baskets have been donated by Robyn Grasso. Packing day will be the Tuesday 4th April 9am. **Yasmin** to contact school to book the hall. **Sophie** to arrange note to go home asking for donations of eggs and craft supplies for the raffle. Message also to be posted on FB page.
- Formation of a subcommittee. We will look into possibly forming a fete committee as a subcommittee of the P&F. A fete subcommittee will give us more opportunity to utilize the experience of some of parents in event management and fundraising. We will discuss further at our next meeting.
- Greg Turner to work on a proposal for our major raffle at the fete.
- Working with Children check – we will strongly encourage our parents to go online and do their Working With Children Check. All helpers will need this to be done in the future. Lucy to include link on FB page.
- Payment of honorarium – **Phil** will arrange for letters to go out this week to former committee.
- St Patrick's Disco- **Phil** and **Mr Paton** to decide on Thursday if disco will go ahead due to wet weather.

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New Business

- Cross country - 2nd May. Consider getting a coffee machine for the event. Last year we hired machine from coffee fix but the machine was not great. Greg to talk to Pete from Ritual Habitual at Culburra about possibly doing coffee.
- Rainbow book- previously done by Annette Smith, some parents are keen to revive the book. **Natalie** and **Kate** will contact Carolyn Collins about the templates.
- Fundraising ideas – Natalie has looked into the possibility of doing a school/ community cook book, also a colour fun run as a fundraising event. We will consider both these ideas again at our next meeting after easter.

Meeting closed: 8.25pm

Next Meeting: Tuesday 9th May 6.30pm

Minutes prepared by: Yasmin Lizette

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PRINCIPAL REPORT 13th MARCH 2017

Congratulations to our new Parents and Friends executive team for 2017. This is a very important group within our school community and I am very grateful for their ongoing support. A special thank you is extended again to our outgoing executive members, Dave Ellerington, Monica Oke and Belinda White.

Since our last meeting, we have had the Ash Wednesday mass and prayer services. I received a letter from a Parishioner congratulating the school on the reverence shown by the students and the support they received from staff. Year 6 has had a Sunday mass celebration and a number of classes have attended Friday masses. Religion lessons have commenced in each classroom and there was an opportunity for parents to attend prayer and a religion lesson last Friday, 10 March 2017.

On Wednesday 22 February 2016 we had the annual 'Meet and greet' for parents. These meetings were well attended in most grades. I encourage parents to make an appointment with the classroom teacher if they wish to clarify anything about their child's learning.

Excursions have commenced with Year 5 already attending an excursion to Jervis Bay Marine Park. A number of students have attended representative sport trials and 24 students competed in the CEO Southern Zone swimming carnival in Wollongong.

Our new classroom setting for students with Autism has made a good start. Mrs Natalie Rojas (teacher) and Mrs Sharon Quinn (SSO) have worked extremely hard to establish a challenging learning environment for these students.

Catholic School Week commenced on Sunday 5 March 2017, launching the 2018 enrolment process. We have already been inundated with enrolment applications and have had two successful open day meetings with prospective families for the 2018 school year. These meetings occurred last Tuesday, 7 March, 2017. Thank you to our school leaders and their parents for attending the meetings and showing the families our school.

As you can see, we have had a busy start to the new school year. I am pleased to report that the majority of students have had a wonderful start to the year.

Yours sincerely,

Christopher Paton
Principal

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St. Michaels Parents & Friends Association

Treasurers Financial Report February 2017

Bank Balance (31/01/2017) **39,481.75**

Receipts:

Total Receipts: **\$0.00**

Total available **\$39,481.75**

Less Payments made:

Cheques

\$0.00

Online Shoalhaven Trophies – Year 6 end 640.50
Payments of school gifts

\$640.50

Total Payments made: **\$640.50**

Less Cheques presented from previous month's report:

\$0.00

\$0.00

Less Cheques unrepresented from previous reports:

\$0.00

Balance available as at 28/02/2017 **\$38,841.25**

Less invoices (expenses) requiring approval:

IT equipment – iPads and whiteboards	\$18,240.00	(Estimation only – Invoice pending)
St Patrick's Welcome Disco expenses	**\$600.00	
Easter raffle printing expenses	\$300.00	
Library shelving	\$1,700.00	

Total requiring approval **\$20,840.00**

Funds approved for future expenditure:

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Rainbow Shop funds available as at 28/02/2017

\$5,221.34

Total funds required for future expenditure

\$20,840.00

Final balance available at 28/02/2017

\$12,779.91

** based on last year's figures

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