**Sacred Heart School – Parents & Friends Association**

**Minutes of General Meeting – Tuesday 23rd March, 2021**

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|  | **Meeting Opened 7.35pm** | **Action By** | **Date** |
| **Present** | Brent Wilson, Louise Madden, Bec Bowen, Bea Clark, Tiffiny Lynch, Alison Cooper, Tahnee Hodgetts, Cate Pel, Nat Zegveld, Rebecca Millwood, Megan Brown, Suze Chapple |  |  |
| **Apologies** | Rachael Richmond |  |  |
| **Minutes from Previous Meeting** | Minutes from last meeting circulated. Accepted by Cate Pel, seconded by Megan Brown. |  |  |
| **Business Arising** | **Legacy Plaque –**   * Request for photo of plaque in the school newsletter. Brent Wilson to follow up.   **Webinar – older children**   * “Raising Screenagers” presented by Dr Kristy Goodwin, scheduled for 7-8.30pm Wednesday 2nd June 2021 (cost paid by St Pat’s). Brent to arrange promotion in the school newsletter this week.   **Mother’s Day Stall-**   * To be held 5th May for Kinder to Grade 2 and 6th May for Grade 3 to 6. Nat Zegveld to put together flyer and email Brent Wilson to go in the school newsletter this week. * Stall will be run by Grade 5 students but will need P&F volunteers to assist. Megan Brown and Bec Bowen available Thursday 6th May in the afternoon. Rachael Richmond also volunteered via email. * Nat Zegveld will put together flyer to ask for donations to the value of $5 (one per child). Examples of donations, not limited to; key rings, mugs, candles, socks, jewellery, plants, pots. No food. * Donations to class teachers before April 30th, teachers to check off donations, Grade 5’s to collect donations from classrooms. * Instruction not to be wrapped. * Gifts will be sold at Mother’s Day Stall for $2. * Proceeds to ‘Books for Babies’ * If not enough donations then P&F to buy some items to ensure a purchase of one gift per child.   **Fundraisers 2021-**   * Mother’s Day Stall – May 2021 * Online Auction – August 2021 * Online Auction Facebook page ? closed group and then share. * Bidding set for a week, with closing countdown. * Grammar Rowing Online Auction – reproduce rules. * Add to Agenda for May meeting. * Father’s Day Stall – September 2021 * Paint and Sip – 2 sessions per term (Term 2-4) with a possible increase depending on Mel Heathorn’s availability and interest. Louise Madden will liaise with Mel. Approximately 25 people per session. Mel Heathorn will send out estimate cost per person. ? BYO and charge corkage.   **Class Allocations-**   * Timeframe for distribution, add to agenda for May meeting. | Brent Wilson  Brent Wilson  Nat Zegveld  Brent Wilson  All P&F members  Brent Wilson  All P&F members  Louise Madden |  |
| **Correspondence** | Nil |  |  |
| **Principal’s Report** | Principal’s Report circulated to the committee    **ANZAC Day –**   * Due to COVID 19 restrictions children are not allowed to march. The 4 School Captains will attend with Brent Wilson but are not allowed to march. * Usually 35-40 children march from Sacred Heart school.   **Playground Update –**   * Maintaining plants in allocated space near Music Room. Keeping slide but requires relocation. Awaiting information on pieces of equipment. * Awaiting authorisation of a Building Submission (through Catholic Education Office) for the area between, and in front of, Grade 3-4 Block and Grade 5 Block. If submission approved then Building and Playground Stage 3 works to commence possibly January 2022.   **Uniform –**   * Sports Uniform for Prep 2022, then will continue up to Grade 2 and all years below will follow. * 78% of survey respondents were in favour of sports uniform for early childhood. * Possible change to Rugby top, jumper with a half zip, or jacket with full zip. Photos of alternatives will be sent in the following weeks with a survey to follow. | Brent Wilson |  |
| **Financial Report** | **Finance Report** -     * Cate Pel to follow up with Lidia Williams re. correct calculations. * P&F Levy from 2020 up from 2019. | Cate Pel |  |
| **General Business** | **School Photo Company –**   * Leading Image poor quality in comparison to MSP. * Brent Wilson informed that change of company due to pricing. Leading Image cheaper, also Leading image easier to deal with. No change to company this year, will be Leading Image, Brent will liaise with them in regards feedback on quality and the blue background. Brent has also received positive feedback from some families, not all families had negative feedback. Brent encouraged emails from individuals for feedback, those who did provide feedback were able to have photos retaken by Leading Image.   **Swim Team Caps –**   * Discussion around P&F funding School swim team caps. Currently sold at the School office for $5. Email from Lidia Williams stating about 100 logo caps still available and happy to throw the remainder in with the P&F purchase for 2022. * Tahnee Hodgetts will phone company for costings and add to Agenda for May meeting.   **Car Stickers –**   * Brent Wilson will discuss with school.   **Books for Babies –**   * Books given to newborn babies of siblings at school. * Email from Jane Hills requesting that some more funding is made available to purchase new books. Cost approximately $300. * $400 from Mother’s Day Stall to be allocated to Books for Babies, moved by Cate Pel, seconded by Louise Madden.   **Megan Booth Presentation to P&F on UR Strong** **–**   * First item on Agenda for P&F meeting 25th May 2021. * Approved by members present.   **MEETING CLOSED 8.50pm**  **Next Meeting –**  **25th May 2021, 7.30pm** | Brent Wilson  Tahnee Hodgetts  Brent Wilson  Cate Pel  Brent Wilson  Tahnee Hodgetts |  |