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

**Minutes of General Meeting – Tuesday 27th July, 2021**

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|  | **Meeting Opened 7.35pm** | **Action By** | **Date** |
| **Present** | Brent Wilson, Bec Bowen, Bea Clark, Tiffiny Lynch, Nat Zegveld, Megan Brown, Agnieszka Szpyrka, Emma Adams, Rebecca Millwood, Suze Chapple, Tahnee Hodgetts |  |  |
| **Apologies**  | Alison Cooper, Cate Pel, Louise Madden |  |  |
| **Minutes from Previous Meeting** | Minutes from last meeting circulated. Accepted Megan Brown, seconded by Tiffiny Lynch. |  |  |
| **Business Arising** | **Online Auction-*** Date to be pushed out to Week 10. Start date 20/9/21 and end date 26/9/21, 9pm.
* Information out next week ? through Compass and Newsletter.
* Request for donations with ideas/examples (monetary, physical service, accommodation, hampers).
* Nat Zegveld has organised a Google Doc for Auction items. Will look at how others can add to document.
* Current items include, Voucher from Josef Chromy (arranged by Bea Clark), 1:1 kicking/skills training (worth $100) with Jay Schulz, Mac Shop (item TBC from Brent Wilson), Intersport (item TBC).
* Each Auction item requires a photo of item, short description and value.
* Nat Zegveld has created a Facebook page of which the link will be sent to all families to join.
* Money raised from Auction to go to the next playground upgrade as discussed previously.
* ? create hampers with leftover Mother’s Day gifts for the Auction.
* Add to Agenda to discuss next meeting.

**Paint and Sip-** * No update, add to Agenda for next meeting

**Classroom allocations-** * No allocation to specialty area.
* Suggestion from Brent Wilson, Beth Rickerby and Rececca Millwood for allocation to ‘Happy Hearts’ program, the program has not received any grants previously from P&F. Has previously had profits from Entertainment Book Fundraiser allocated.
* ‘Happy Hearts’ would like to purchase some three-wheeler (robust) trikes for the program.
* The school is donating $1400 to the program, they will also be requiring a shed to store the bikes/equipment.
* Moved to allocate $600 to ‘Happy Hearts’ program by Megan Brown, seconded by Bea Clark.
 | Nat ZegveldBrent WilsonTahnee HodgettsLouise MaddenTahnee HodgettsBrent WilsonCate Pel |  |
| **Correspondence** | Nil |  |  |
| **Principal’s Report** | Principal’s Report circulated to the committee Parent Survey* Parent response-41%, Grade 5&6 students-91%, Staff-60%
* Second survey coming centred around the Archbishop Charter, possibly less complicated than last survey, feedback requested will be around what could be doing or could be doing better.

Capital Submission* Awaiting Grade 3 feedback

Thank you to the School Community* Many reassurances from the school community via email, phone call and in person in response to the death of Barry Nas. Response from the school community and students showed their appreciation of Barry Nas.
* Celebration to honour Barry Nas, unsure of how this will look but the date is set for 7th September 2021. Please notify the school of any ideas. The school will include Barry’s family in ideas on how to honour Barry’s legacy.
 | Brent Wilson |  |
| **Financial Report**  | **Finance Report** –Tahnee Hodgetts shared on behalf of Cate Pel |  |  |
| **General Business** | Catholic Schools borrowing items from another (process)* Apology from Nat Zegveld that no conversation was facilitated with Brent Wilson.
* Borrowing commonplace among all Catholic schools.
* Email directly to Brent Wilson for requests.
* Ultimately items purchased through raised funds are owned by the individual school.
* Brent Wilson will discuss with P&F when items are requested for loan. There may be stipulations of conditions of loan, which may include loan hire fee and/or if item broken will require replacement.

Fair 2022* St Thomas More’s Fair for 2021 going ahead but ? alcohol free. Brent Wilson to follow up.
* Discussion around Fair and Auction in same year, advised significant commitment and not advisable.
* Discussion re. Fair every second year.
* Add to Agenda for next meeting.

Rock n Roll night* Will not be going ahead, the students are not aware yet so please await confirmation.
* There will be something incorporated on the day into the Celebration of Barry Nas.

Eucharist morning tea/cake* 19th September 2021 service at 10.30am with morning tea to follow. ?26th September 2021 Brent Wilson to confirm dates.
* Morning tea in the Presentation Hall at Sacred Heart. Awaiting confirmation from St Vincent’s re. platters. Sacred Heart Staff Coordinate the morning tea.
* P&F arrange the cake, Rebecca Millwood arranged in 2019 and can organise this year. Due to the number of recipients discussion around having 2 cakes.

Legacy Plaque* Brent Wilson will discuss with Grade 6 Staff re. planning of Legacy Plaque 2021.

Father’s Day* Scheduled 1st September 2021, save the date, possibly a morning breakfast prior to work. City Mission have an outreach trailer, Bec Bowen will send Brent Wilson contact details.
* Father’s Day Stall 1-2/9/21, Grade 5’s happy to sell items again.
* Request for donation items to be sent in by 27/8/21.
* Nat Zegveld will do a flyer and send to Brent Wilson.
* Will require members of P&F to set up 30/8/21.
* Possibly use the whole room with a selection of gifts displayed and then refill as required. Hampers to remain grouped.

Carols* Await confirmation.

**MEETING CLOSED 8.40pm****Next Meeting –**24th August 2021 7.30pm, Sacred Heart School Staffroom | Brent WilsonTahnee HodgettsBrent WilsonRebecca MillwoodBrent WilsonBec BowenNat ZegveldAll members |  |