

**HOLY SPIRIT PARENTS AND FRIENDS  
COMMITTEE MEETING**

**Minutes of Meeting 22 June 2016**

**Present**

Michelle Gale, Tania Salmon, Joanne Quinn, Aleana Brennan, Belinda Becker, Gabby Brooks, Jodie Mills, Olivia Kite, Gabriella Jerrat, Fr Emanuel, Adam Bick, Renae Summers, Sally Langer, Jemma Langer, Elisha Martinovich, Marcia Pekin.

**STANDING ITEMS**

**Previous Minutes**

Minutes confirmed by Sally Langer and seconded by Adam Bick.

**Presidents report**

- Thanks to those involved in the communion went very well by all reports.
- Disco went well, kids had a great time.
- Parents evening – no one put their hands up for it so it looks like it will be postponed until next year, unless someone comes forward.
- Bounce back – excellent presentation and connection to school curriculum.
- Little sparrow stylist put together the wine tasting which was terrific, many thanks.
- Busy bee : thanks to those who attended. Good work achieved on the playground. A little disappointed at the smallish turn out but the timing is difficult with sports commitments. Some discussion re alternative times, it seems there's never a good time but perhaps next year in September/October between sports seasons. Also, perhaps Sunday afternoon might be better.
- 50% of school have made the P&F contribution, it used to track at 70% which translates into about \$4000 less. Concern re reduction in contributions, but noted perhaps a reflection of the current economic environment.
- Wine – only 12 orders. Please encourage the wine sale, the cut off is end of term. Another round of order sheets to go out this week, pick up will be first Thursday in hall. The wine is great quality and is made available at a very good discount. Noted to advertise the link between funds raised by wine sale goes to the Library upgrade. There will be a flyer going out with what's happened, and how the money has been spent. Important to inform the school how the P&F \$ has been spent.

**Treasurer's Report**

- Balance: \$21 000 in bank account. \$6,500 decrease mostly for the busy bee & playground (Report Attached).

**Principal's Report (Aleanna VP)**

- Steve & Aleanna attended a 3 day faith based leadership conference.
- New maths curriculum following the recent Maths PD. This new program will be the base for the lesson structure for maths in term 3 and language of maths, the same across the school (changing the language used in the classroom).
- Cyclical review process finished, the report was received and the outcome will be passed on to parents soon.
- Reports being prepared going home next week.

**Board report**

- Mostly discussion regarding the capital works project.
- Natasha was co-opted on the board following Gabby Brooks resignation.

## **DISCUSSION**

### **Playground**

- A new balance rope structure has been installed to replace the temporary second monkey bars. New ropes with poles have been installed to replace ropes tied to trees, and the existing rope structure still needs to be replaced (temporary replacement currently in place). Also, further work to correct the protruding slide lip needs follow up. Cost for final installation changes is \$1,900.
- There was a lot of work done at the busy bee and P&F gratitude extended to Rod and other dads for the logs etc. There'll be a sand sifter to clean the sand and top up with more sand sometime in the near future. Quotes are being gathered to increase wall on Bent St by another course of limestone to stop the sand spilling over, currently thought to be around \$1,500 to \$2,000.
- Parent raised that there is a hole in the fence in the top corner (facing Keaney Place) which needs to be fixed and, has been there for some time.
- ACTION – to bring up with Steve.

### **Kiss n drive**

- Signage is coming, Town of Cambridge has been slow to produce it, subsequently not sure if it's what we want and we might want to do our own as it might not serve our purpose. Sandwich boards are not working in the weather, and are looking quite different to the original. We will wait to see what Ranger Ash will show us from the Council. It was thought that Ranger Ash was putting a submission into the Town of Cambridge to paint the surface of the Kiss n Drive but it seems it's up to us to make the submission.
- Looking for a date in Term 3 to promote another walk to school day.
- Parking requires additional communication as there is continued problems with parking on footpaths. It was mentioned in newsletter and hopefully people will change behaviour.

### **Library upgrade**

- Library furniture Marcia, Ros & Mandy met with Alison Wilmot to discuss purchase of Library resources. It was noted that some of the initial ideas from the P&F didn't fit with the needs of the library. Alison clarified the big tables need to stay for classroom. Agreed on Pod Table and colourful ottomans which can be set up in round formation or in a wave seats for 16 or 28 depending on the set up. Ottomans could move into different spaces.
- Alison is also interested in a box and seat structure for picture books and seat for younger kids.
- There will be 4 high benches for computer reference rather than the side sit down tables with computers as most children use the computer for short times to get information and walk away, not necessary to sit there.
- A bright coloured rug will also be purchased for the small room.
- Consideration as to what to do with big tables? Perhaps to be put in storage or sold on gumtree.

### **Skoolbag App**

- There was a 20 minute presentation and discussion on the App by Aleanna. It was agreed to encourage people to download and use it as it is a fairly self explanatory tool. If anyone needs help Aleanna is available Tuesdays & Thursdays, otherwise encourage parents to talk to the class reps for any issues, feedback. Term 3 is a trial period while some of the initial problems are identified and resolved.

## **DISCUSSION Continued...**

### **Disco**

- Reported back it went well and kids had a great time. Thanks to all the parents who helped beforehand and on the night.
- There's a 'lessons learnt' page being put together by Yr 2 class reps.
- Discussion re how to cater to diverse age range from PP to Yr 6 was difficult and perhaps reducing the time to 1.5 hours may be more fun for everyone.
- There was concern regarding smoking on the school grounds and alcohol being consumed in the hall, including half empty alcoholic drinks and plastic cups being left on the drinks table. Noted that next year parents should be reminded that smoking isn't permitted on the school grounds and alcohol is not to be consumed at the disco.

### **Movie night**

- It's to be a family friendly event, and create an outdoor movie theatre in the front oval. 2 quotes were supplied as we need to apply for a public performance licence which is easy to do. We need to nominate several movies in case distributor says no to the preferred movie. Quotes were from \$1,100 to \$1,250 total cost for licence and set up fees.
- Film has to start 15 mins after sunset, which means you'd have to start at 6.45 til 8.30.
- Difficult in finding a film for the whole family – should we go with something new like Inside Out or a classic like Shrek?
- Consideration of providing a food truck or a BYO?
- Still under discussion, further information will be provided re available movies and potential date.

### **Wembley Downs Fair**

- Agreed to cake sale. Opportunity for food truck also, Simon will do the food we just need support to man the stall.
- School families will need to make the cakes the week before the stall – to be discussed further closer to the date.
- Save the date: 29 October.

### **Cookbook**

- As there were very few recipes received opinions were canvassed from the P&F meeting as to whether to continue with the cookbook or defer to another time: majority suggested to defer.

## **CLASS REP FEEDBACK**

### **EduDance**

- EduDance – concern as there had been prior information regarding the costs. There was no issue with the Edudance classes as such, but that people were only informed of it at the same time as the costumes needed for the concert rather than as a courtesy before the program began.
- ACTION - Aleanna will bring up with Steve.

### **Scholastic book club**

- Discussion re book fair and if we should do one. Perhaps in Term 3 and then looking at doing it for the Easter Fair.
- Current year 1 class proposed they do it as the Year 2 group in 2017 as part of the Easter Market, to be discussed further.

## **CLASS REP FEEDBACK Continued ....**

### **Milo's - Reusable cups**

- To reduce rubbish and material etc it was suggested we could make reusable cups available for Milo Fridays: Keep cup for Milo. They cost about \$9 per cup.
- Marcia looking at quotes and logistic issues i.e. setting it up on Fridays, individuals washing and dropping them off etc.
- Will also look into ordering 100 cups as a trial. Questioned whether to put in school colours with individual's names, or all different, Holy Spirit emblem, etc. still in discussion?

**Meeting closed**

**Next meeting to be held on Wednesday 20 July 2016**