



## General Meeting #02 2016 - Agenda

### Logistics

Meeting title	Parents and Friends General Meeting #02, 2016
Date, time and place	Wednesday 23 March 2016: 7.00 pm – 8.30 pm in the Staff Room
Chairperson	Brendan Halloran
Minutes	Karen Kapulica
Committee Members	Anthony Drill (Principal), Father John Healy (Parish Priest), Father Daryl Montecillo (Assistant Parish Priest), Brendan Halloran (President), Karen Kapulica (Vice President), Maureen Puopolo (Treasurer), Liz Hanson (Fundraising Officer), Bridget Halloran (Social and Pastoral Officer)
Apologies (Committee)	
General Members: agenda item topic	Jacky Milat, Frank Spiteri, Tina/John Mifsud, Kirsty O'Connor, Sharon Hobson, Beck Smith, Michael Nieuwesteeg, Justin Magro
Guests	N/A

### Business

Item	Time	Description	Speaker	Action
1.	7.00pm	Welcome and acceptance of previous minutes	Brendan Halloran	Approve
2.	7.01pm	Actions arising from previous minutes	Brendan Halloran	Note
3.	7.06pm	Welcome from the Assistant Parish Priest	Fr. Daryl Montecillo	Note
4.	7.08pm	Around the room – all in attendance introduce themselves	All	Note
5.	7.10pm	Principal's Report	Anthony Drill	Note
6.	7.15pm	Incoming correspondence <ul style="list-style-type: none"> <li>Email from Subway re the "Fun Lunch" – will contact us again next year</li> <li>Email from parent re the "buddy bench" – not aware that we already have one</li> <li>Email from a new Prep family about their experience of transition into school – some suggestions for making it smoother</li> <li>Email from a new Prep family about the Welcome Family Picnic – a note of thanks</li> <li>A parent asked Maureen to request an update on the Behavioural Management Policy</li> <li>A parent asked Maureen to raise the issue of the weekly assemblies making Monday a "half day of learning" – can they be every fortnight instead?</li> </ul>	Brendan Halloran Anthony Drill Anthony Drill Brendan Halloran Anthony Drill Anthony Drill	Note Note Note Note Discuss Discuss
7.	7.20pm	<ul style="list-style-type: none"> <li>Revised role descriptions for President, Vice President and Secretary</li> <li>Nominations and voting for unfilled Committee roles: <ul style="list-style-type: none"> <li>Secretary</li> <li>Gardens and Grounds Assisting Officer</li> <li>Grants Applications Assisting Officer</li> </ul> </li> </ul>	Anthony Drill Anthony Drill	Note Approve
8.	7.25pm	Treasurer's Report (including estimated income and expenditure)	Maureen Puopolo	Note
9.	7.27pm	ExxonMobil grant	Liz Hanson	Discuss
10.	7.29pm	Spend 'n Save – update	Maureen Puopolo	Discuss
11.	7.31pm	Grade 6 Graduation Book – progress report	Karen Kapulica	Note



12.	7.33pm	P&F Wish List: <ul style="list-style-type: none"> <li>• Feedback from school community</li> <li>• Funding decisions</li> </ul>	Maureen Puopolo Anthony Drill	Note Discuss / Approve
13.	7.40pm	Fund raising for this year – confirm events/activities and dates and put up on the P&F page on the website	Liz Hanson	Approve
14.	7.45pm	School fees raffle – closure report	Jacky Milat	Note
15.	7.47pm	Hot Cross Buns Day – progress report	Bridget Halloran	Note
16.	7.49pm	P&F apron – “show and tell”	Frank Spiteri	Approve
17.	7.52pm	Bunnings BBQ – progress report	Tina/John Mifsud	Note
18.	7.54pm	Mothers’ Day stall – progress report	Kirsty O’Connor Sharon Hobson	Note
19.	7.56pm	Trivia Night – progress report	Liz Hanson Karen Kapulica	Note
20.	7.58pm	Disco – progress report	Maureen Puopolo	Note
21.	8.00pm	End of year fundraising event to replace raffle	Liz Hanson	Discuss
22.	8.05pm	Social and Pastoral – progress report <ul style="list-style-type: none"> <li>• Social sub-committee</li> <li>• Social activities – ideas</li> <li>• Social dinners</li> <li>• Monday Cuppa</li> <li>• Food bank</li> <li>• Welcome Family Picnic – how it went this year and ideas for next year</li> </ul>	Bridget Halloran Bridget Halloran Bridget Halloran Bridget Halloran Bridget Halloran Karen Kapulica	Note Discuss Note Note Approve Note / Discuss
23.	8.15pm	Traffic management issues – Hobsons Bay City Council “drop-in” session	Anthony Drill	Note
24.	8.20pm	Church/school garden – project update	Michael Nieuwesteeg	Note
25.	8.22pm	School working bees	Justin Magro	Discuss
26.	8.25pm	General business (ideas for future consideration): <ul style="list-style-type: none"> <li>• Birthdays and lolly bags at school</li> <li>• Any other business</li> </ul>	Bridget Halloran General Members	Discuss
27.	8.30pm	Next meeting	Brendan Halloran	Note

## Next General Meeting

Meeting title	Parents and Friends General Meeting #03, 2016
Date, time and place	Tuesday 19 April 2016: 7.00 pm – 8.30 pm in the Staff Room