



Queen of Peace Parish Primary School

Parents & Friends



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Parents and Friends Association

AGENDA: General Meeting #5

14 June 2016

Logistics

Meeting title	Parents and Friends General Meeting #05, 2016
Date, time and place	Tuesday 14 June 2016: 7.00 pm – 8.30 pm in the Staff Room
Chairperson	Brendan Halloran
Minutes	Rebecca Whelan
Executive Committee	Anthony Drill (Principal), Brendan Halloran (President), Karen Kapulica (Vice President), Maureen Puopolo (Treasurer), Rebecca Whelan (Secretary), Liz Hanson (Fundraising Officer), Bridget Halloran (Social and Pastoral Officer), Justin Magro (Gardens and Grounds Assisting Officer)
Apologies (Executive Committee)	None
Ordinary Members: agenda item topic	None
Apologies – Ordinary Members: agenda item topic	None
Guests	None

Actions arising from previous meetings

Item	Owner	Description	Due	Status	Update
#04-6	Bridget Halloran	Put notice in the school newsletter calling for donations for Trivia Night from businesses within the school community	14 June '16	Closed	Notice inserted in the school newsletter on 20th and 27th May.
#04-6	Maureen Puopolo	Organise Disco note and forward to Liz and Brendan for approval and distribution	14 June '16	Closed	Distributed to school on Monday 6th June.
#04-6	Sharon Hobson / Jacky Milat	Approach the Parish Office to see whether Tony's Pie order forms can be left at the Church for parishioners to order from.	14 June '16	Open	
#04-7	Bridget Halloran	Bridget to approach mums who volunteered to run a movie club to see if they are still interested in organising one.	14 June '16	Open	They are happy to do it but no further details yet.
#04-7	Bridget Halloran	Notice to go into school newsletter seeking volunteers to organise Term 2 holiday family movie	14 June '16	Closed	No one responded to the request that was put in the school newsletter on 20th and 27th May.

#04-7	Brendan Halloran	Brendan to add to family movie night at school to spreadsheet of possible events for next year.	14 June '16	Closed	Added to the spreadsheet in Google Drive.
#04-7	Bridget Halloran	Confirm date of Friday 2nd September for Father's Day event with Brewery.	14 June '16	Open	Will discuss in Agenda item #5-7
#04-8	Anthony Drill	Anthony to announce the postponement of the working bee scheduled for 21st May	20 May '16	Closed	Notice inserted in the school newsletter on 20th May.
#03-5	Anthony Drill	Anthony to look into how the cricket nets area can be transformed for better use by the juniors.	14 June '16	Open	Anthony and Justin have discussed removing nets. Further discussions to occur in the future.
#03-5	Anthony Drill	Grade 6 garden beds – Anthony to find out about the designs and costs and discuss with Justin whether it's appropriate for a working bee.	14 June '16	Open	The proposed designs have been deemed inappropriate. Antony and Justin will have further discussions on options.
#03-6	Sharon Hobson	Sharon to look into information about Tony's pies.	Term 3 '16	In progress	Information has been received from Tony Pies. Sharon and Jacky will co-ordinate the pie drive in Term 3.
#03-7	Bridget Halloran	Bridget to organise a morning tea for staff on World Teacher's Day.	Term 3 '16	Open	Will look into it in coming weeks.
#02-2	Anthony Drill	Greening the West initiative: chat to Justin re: the program's potential for our gardens		On hold	Leave for now – may not be necessary with working bees for the school and parish this year.
#02-2	Brendan Halloran	Decision making framework for P&F activities and spending	Term 3 '16	In progress	Brendan working on putting Michael's initial thoughts into a draft document for review
#02-2	Brendan Halloran	Index of school families' businesses	Term 3 '16	On hold	Will discuss at a meeting later in the year.
#02-2	Brendan Halloran	Weekly school newsletter	Term 3 '16	On hold	Will discuss at a meeting later in the year.
#02-10	Anthony Drill	Anthony to ask Josie Kirby to submit the ExxonMobil grant application for the school	14 June '16	Open	Liz to discuss further with Josie Kirby and report back at next meeting.
#02-10	Anthony Drill	Australia Post's Our Neighbourhood Community Grants	Term 3 '16	On hold	Will discuss at a meeting later in the year.
#02-11	Maureen Puopolo	Spend 'n Save	Term 3 '16	On hold	Revisit later in the year.
#02-22	Bridget Halloran	Draft a letter asking for volunteers to help with a "Community Assistance Program" – Anthony to check and send out	14 June '16	In progress	With Anthony for review.

Agenda items

Time	Item	Presenter	Description	Decision and action
7:00 pm	#05-1	Brendan Halloran	<ul style="list-style-type: none"> Welcome from the President Previous minutes 	<ul style="list-style-type: none"> Note Approve
7:02 pm	#05-2	Brendan Halloran	Actions arising from previous minutes	Note
7:17 pm	#05-3	Anthony Drill	<ul style="list-style-type: none"> Principal's Report Meeting #8 - issues with 13th September 	<ul style="list-style-type: none"> Note Discuss
7:27 pm	#05-4	Brendan Halloran	Incoming correspondence: <ul style="list-style-type: none"> P&F copied in on an email to Anthony asking if the school could advertise the collection of donations for those affected by the recent floods in Sri Lanka. 	Note
7:29 pm	#05-5	Maureen Puopolo	<ul style="list-style-type: none"> Treasurer's Report Funding decisions 	<ul style="list-style-type: none"> Note Discuss
7:34 pm	#05-6	Liz Hanson	Fundraising Report: <ul style="list-style-type: none"> Trivia Night Disco Father's Day Stall 	<ul style="list-style-type: none"> Note Note Note
7:49 pm	#05-7	Bridget Halloran	Social and Pastoral Report <ul style="list-style-type: none"> Brewery tour for Father's Day - update 	<ul style="list-style-type: none"> Note
7:54 pm	#05-8	Justin Magro	Gardens and Grounds Report	Note
7:59 pm	#05-9	All Members <ul style="list-style-type: none"> Bridget Halloran 	General business: <ul style="list-style-type: none"> Opportunities for P&F to be involved in events such as the "Walk to School Day" (missed for 2016), "Grandparents Day" (coming up in Term 3), etc... 	<ul style="list-style-type: none"> Discuss
8:04 pm	#05-10	Brendan Halloran	Meeting closure. Next meeting: Tuesday 19 th July 2016 in the staff room @7pm	Note