



P&F Rosary Park - Agenda - General Meeting

	Details	Person Responsible & time
Date	24/07/2019	
Time	Meeting opened 18:10 meeting closed 18:50	
Venue	Rosary Park Catholic School - Staff Room	
Welcome	By Natalie	Chair - 1min
Apologies	Elisha Ayton-Mason, Amanda Drage, Emma Gillings	Chair - 1min
Attendees	Mel O'Connor, Natalie Samaras, Katherine Geczy, Sallyanne Stanbridge, Louise Kevins, Hannah Wilson	Chair - 1min
Conflicts	Declaration of any conflicts.	All - 1min
Acknowledgement of Country	"I would like to begin by acknowledging the Traditional Custodians of the land on which we meet today, the Wonnarua people, and pay my respects to Elders past, present and future. I would also like to acknowledge the Aboriginal and Torres Strait Islander people who now reside in this area, and who are present here today."	Chair - 1min
Prayer	Lord Jesus, we have long seen you as offering the great example of how life should be lived. Help us to be models for our children. May they see us as people who are loving and forgiving, peaceful and just, compassionate and generous, prayerful, full of fun and full of hope. May this meeting of ours be inspired by the ideals we hold and the hopes we have for the future of our school. Amen.	Chair - 2min
Previous Minutes	"I move that the minutes be confirmed as a true and accurate record of the last meeting." Last minutes from meeting on the 12th June 2019 moved by - Mel seconded by - Nat	Chair - 2mins
Principal's report	<p>-Welcome to term 3 everyone. I hope you had some time to stop, relax and have some precious time together as a family.</p> <p>-Whilst I said my thanks on the night I want to officially say at our first P and F meeting since the art exhibition, a huge thank you to the P and F executive who put countless hours into the organisation of the night, especially to Katherine Geczy. It was a great community night.</p> <p>-I would like to encourage as many parents as possible to join us for our parent information night <u>on Tuesday 6 August from 5:30pm</u> (library). Two of our major School Improvements Plan (SIP) areas for 2019 is teaching reading & spelling and Gifted Education. Sally Brock (Gifted Education officer, Catholic Schools Office) and Sharon Sawyer (Education Officer-Learning Difficulties Catholic Schools Office) will lead the evening, talking about their area of expertise. Sharon will also give strategies for parents on helping their children with reading.</p> <p>-As part of our Creative Arts and Physical Education curriculum this term, children will participate in PE (sport) lessons each week to prepare for our whole school concert. This is a mandatory part of our curriculum so we are expecting that all children will participate in our concert on Thursday 12 September (4:30 and 7:30) at Cessnock Performing Arts Centre. There will also be a full day rehearsal at the centre on Wednesday 11 September with children on buses to and from the venue. Thank you to Kate Burgess for writing a fabulous script 'Rosary's Enchanted Kingdom' and to Kate and Emily Capararo who have choreographed and will teach the dances to our children. Kate will teach Year 3-6 dances on Wednesdays (sport day for 3-6) and Emily will teach K-2 on Fridays (Sport day for K-2). Tickets will be sold through the Performing Arts Centre for \$20 each. Further details to follow about ticket sales, costumes etc via normal communication channels closer to the date.</p> <p>-In term 2 we had our sound system in the hall overhauled and as a result we now have several parts/microphones not needed that have been accumulated over the years. Some of these were purchased by the parents so I wanted to seek the permission of the P and F to dispose of these. Both our IT officer and the Sound company who did the upgrade said there is no use for them now.</p> <p>-Tabled to tonight's meeting is an email from Seca Solutions, the firm that we engaged to investigate with CCC and Transport for NSW the option of moving the bus zones to the school side of the road. Unfortunately, as outlined in the email the response from Cessnock City Council has not been a favourable one. I have made another application for a survey of traffic to be conducted so a Crossing Supervisor can again be considered by RMS.</p> <p>-At the end of term 2, I invited our accountant from Catholic Schools Office Geoff Wooden to a meeting with Elisha Ayton, Natalie Samaras, Amanda Drage, Jane Johansen and myself to formulate some structures and procedures for the canteen about financials, stocktaking etc. Following advice from Geoff & discussion at the meeting, it was decided that Rosary Park canteen will stay as a P and F canteen. Hence Elisha will continue to report to our monthly P and F meetings and present the incoming/outgoings of the canteen for tabling in the minutes. Quarterly stocktakes will occur and until more financial data can be gathered the canteen will remain operating 2 days per week only. As Geoff pointed out we pay holiday pay to the canteen coordinator, all of which needs to be factored in financially before opening for a third day.</p> <p>-Three trees were removed in the holidays as advised by the arborist. Further quotes were sought to refurbish the work space for the school counsellor and other external providers (such as music teachers). It is hoped that this work along with the mural painting on the canteen will occur in the September holidays.</p> <p>-We are adding steps from the veranda of the year 1 rooms to better access the grass area near the rooms. This is part of our commitment to Early Learning opportunities for our children in the younger grades. We have had to install a new smartboard in Year 3 Blue room as the current one had.</p>	Principal - 5 mins
Presidents report	<p>Welcome back to Term 3.</p> <p>The art exhibition was an awesome event and I was so overwhelmed by the generosity of the families that enjoyed the evening and also support the school by purchasing their child's artwork after the event. The project was a huge success; and has raised \$4000 to go towards upgrades to the canteen office spaces. A special thanks to Katherine, Rob and all their dedicated helpers.</p> <p>Upcoming Projects- TERM 3</p> <ol style="list-style-type: none"> 1. RPCS FAMILY PIE DRIVE- Due back to the office Tuesday 30th July 2. FATHERS DAY STALL- Thursday 29th August. \$5/gifts 3. ENTERTAINMENT Books 2019-2020 Now available to purchase- \$65 4. Colour Run- Friday 20th September. More details to come. Volunteers needed. 1pm, Courtesy bus, out of uniforms, ice blocks, Working with Gold Cobra. <p>Please do not be scared to ask any questions or needs some help. There is no silly questions</p>	P&F President - 5 mins
Treasures report		P&F Treasurer - 5 mins



ROSARY PARK CATHOLIC SCHOOL P&F
ASSOCIATION

JULY 2019 GENERAL MEETING FINANCIAL REPORT

EXPRESS STATEMENT FUNDS AS AT 11/06/2019 \$ 10,599.99

EXPRESS STATEMENT ACCOUNT

EXPRESS STATEMENT FUNDS AS AT 11/06/2019 \$ 10,599.99

INCOME

Date	Description	Amount
26.06.19	RPCS Art Show - Takings	\$ 3,164.00
29.06.19	RPCS Art Show - Takings - Artworks	\$ 60.00
29.06.19	RPCS Art Show - Takings - Artworks	\$ 830.00
30.06.19	Interest Credit	\$ 0.23
		\$ -
	TOTAL INCOME	\$ 4,054.23

Sub-Total after Income \$ 14,654.22

EXPENDITURE

Cheque No	Payee	Amount
19.06.19	Catherine Kingsmill - Artist	\$ 200.00
22.06.19	Float - Art Show	\$ 344.00
25.06.19	Reimbursement - Natalie Samaras	\$ 81.88
26.06.19	Catherine Kingsmill - Artist	\$ 450.00
26.06.19	Picotee Florist - Flowers for Artist	\$ 45.00
26.06.19	Katherine Gecey - Art Show reimbursement	\$ 57.53
29.06.19	Katherine Gecey - Art Show reimbursement	\$ 1,000.00
01.07.19	Catherine Kingsmill - Artist	\$ 1,000.00
10.07.19	Entertainment Publications	\$ 910.00
	TOTAL EXPENDITURE	\$ 4,088.41

* Cheque represented at time of reporting

Sub-Total after Expenditure \$ 10,565.81

EXPRESS STATEMENT FUNDS AS AT 22/07/2019 \$ 10,565.81

INTERNET BUSINESS SAVER

INTERNET STATEMENT FUNDS AS AT 11/06/2019 \$ 426.91

Date	Description	Amount
13.06.19	Luke Thomas - Artwork	\$ 15.00
13.06.19	Rach Russell - Artwork	\$ 15.00
13.06.19	Alyson Drewer - Artworks x3	\$ 45.00
13.06.19	Rachelle Cox - Pavers x3	\$ 135.00
13.06.19	Rachelle Cox - Artworks x3	\$ 30.00
13.06.19	Janah Collier - Artwork	\$ 15.00
13.06.19	Elijah Collier - Artwork	\$ 15.00
24.06.19	Catherine Kingsmill - Auction Prize Payment	\$ 170.00
24.06.19	Sally Clarke - Auction Prize Payment	\$ 100.00
24.06.19	Natalie Samaras	\$ 100.00
24.06.19	Katherine Gecey - Drinks from Artshow	\$ 447.40
24.06.19	Katherine Gecey - Wine purchase from artshow	\$ 270.00
24.06.19	Stinky Tickets - RPCS Artshow ticket sales	\$ 1,410.00
25.06.19	Blaise Binnie - Artworks x2	\$ 30.00

25.06.19	Ruby Nevin - Artwork	\$ 15.00
25.06.19	Brooke Healy - Artwork	\$ 15.00
25.06.19	Kim Wilton - Artwork	\$ 15.00
25.06.19	Amy Parker - Paver	\$ 45.00
25.06.19	Felicity Wearne - Artwork	\$ 15.00
25.06.19	Carter Reynolds - Artwork	\$ 15.00
25.06.19	Cristy McGregor - Auction Prize Payment	\$ 100.00
25.06.19	Jenna Cole - Artwork x3	\$ 45.00
25.06.19	Prudence Killick - Artwork x2	\$ 30.00
25.06.19	Eva & David Haynes - Artwork x2	\$ 30.00
25.06.19	Erin Foote - Artwork	\$ 15.00
26.06.19	David Crick - Artwork	\$ 15.00
26.06.19	Kristy Barnes - Artwork x3	\$ 45.00
26.06.19	Jacqueline Fry - Artworks x3	\$ 30.00
26.06.19	Rachel Lunan - Wine purchase from Artshow	\$ 180.00
26.06.19	Amy Parker - Artwork	\$ 15.00
26.06.19	Rena Alston - Artwork	\$ 15.00
26.06.19	Hannah Wilson - Artwork x2	\$ 30.00
26.06.19	Carissa Norton - Artwork	\$ 15.00
26.06.19	Carissa Norton - Artwork	\$ 15.00
26.06.19	Carissa Norton - Artwork	\$ 15.00
26.06.19	Amie Wright - Auction prizes payment	\$ 550.00
26.06.19	Eve Engel - Artworks x3	\$ 45.00
26.06.19	Aaron Fox - Artworks x2	\$ 30.00
26.06.19	Courtney Ross - Artwork	\$ 15.00
26.06.19	Emily Armstrong - Artwork	\$ 15.00
26.06.19	Emma Martyn - Paver	\$ 45.00
26.06.19	Branxton Community Hall - Bond Refund	\$ 200.00
27.06.19	Teigan Dagg - Artworks x2	\$ 30.00
27.06.19	Jaclyn Dunn - Artworks x2	\$ 30.00
27.06.19	Rebecca Lane - Artwork	\$ 15.00
27.06.19	Kellie Payne - Wine purchase from Artshow	\$ 90.00
27.06.19	Ellen Gibson - Artworks x2	\$ 30.00
27.06.19	Karen Burgess - Artworks x2	\$ 30.00
27.06.19	Gemma Bunner - Artwork	\$ 15.00
27.06.19	Karita Robinson - Artworks x2	\$ 30.00
27.06.19	Gemma Bunner - Paver	\$ 45.00
27.06.19	Kacie Bishop - Artwork	\$ 15.00
27.06.19	Melissa Anne Hedger - Paver	\$ 45.00
27.06.19	Melissa Anne Hedger - Paver	\$ 45.00
27.06.19	Nerrida Kendall - Auction prize payment	\$ 770.00
28.06.19	Luke Thomas - Paver	\$ 45.00
28.06.19	Alisha Brenton - Auction prize payment	\$ 165.00
28.06.19	Bryce Bogacz - Artwork	\$ 15.00
28.06.19	Bryce Bogacz - Pavers	\$ 45.00
28.06.19	Haylee Morgan - Artwork	\$ 15.00
28.06.19	Marie Jordan - Artwork	\$ 15.00
28.06.19	Rhiann Robertson - Artworks x2	\$ 30.00
28.06.19	Samuel Waters - Artwork	\$ 15.00
28.06.19	Artwork - No Name reference (Assuming Waters)	\$ 15.00
28.06.19	Oliver Waters - Artwork	\$ 15.00
28.06.19	Rhiannon Bryant - Artworks x2	\$ 30.00
28.06.19	Samantha Clifton - Artworks x2	\$ 30.00
30.06.19	Interest Credit	\$ 0.73
01.07.19	Megan Wilton - Pavers x2	\$ 90.00
01.07.19	Stacey Gately - Artwork	\$ 15.00
01.07.19	A Threadgate - Artwork	\$ 15.00
01.07.19	Emma Gillings - Pavers x2	\$ 90.00
01.07.19	Joshua Dagg - Artwork	\$ 15.00
01.07.19	Joshua Dagg - Artwork	\$ 15.00
01.07.19	Joshua Dagg - Pavers x2	\$ 90.00
02.07.19	Shae King - Artworks x3	\$ 45.00

02.07.19	Emma Martyn - Artwork	\$ 15.00
03.07.19	Ashlee Mikisch - Artwork	\$ 15.00
03.07.19	Jason Thomas - Artwork	\$ 15.00
03.07.19	Ursula Jury - Artworks x3	\$ 45.00
03.07.19	Aaron Heard - Artwork	\$ 15.00
03.07.19	Aaron Heard - Artwork	\$ 15.00
03.07.19	Kim Wilton - Artwork	\$ 15.00
04.07.19	O & K Upward - Artworks x2	\$ 30.00
04.07.19	Ryan O'Donnell - Artworks x2	\$ 30.00
04.07.19	Byron Foster - Artwork	\$ 15.00
04.07.19	Emma Huggett - Artwork	\$ 15.00
04.07.19	Donna Nowak - Artwork	\$ 15.00
15.07.19	Natalie Samaras	\$ 315.00
22.07.19	Cameron Charnock - Auction prize payment	\$ 163.50
		\$ -
	TOTAL INCOME	\$ 7,131.63

Date	Payee	Amount
		\$ -
	TOTAL EXPENDITURE	\$ -

INTERNET STATEMENT FUNDS AS AT 11/06/2019 \$ 7,558.54

TOTAL P&F FUNDS AVAILABLE AS AT 22/07/2019	\$ 18,124.35
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Canteen report	<p align="center">Canteen report P and F Meeting wed 24th July 2019</p> <p>Financials</p> <table> <tr> <td>Account balance</td> <td align="right">\$5433.88</td> </tr> <tr> <td>Total credits :</td> <td align="right">\$3184.20</td> </tr> <tr> <td>Wages:</td> <td align="right">\$1909.92</td> </tr> <tr> <td>Supplier debits:</td> <td align="right">\$2787.19</td> </tr> <tr> <td>Petty Cash:</td> <td align="right">\$368.50</td> </tr> <tr> <td>Equipment/Repair/Maintenance costs</td> <td align="right">\$0.00</td> </tr> </table> <p>Will place order for more lunch order bags next term, include kindy 2020 purchase.</p> <p>Canteen issues/Fundraising/Upcoming events</p> <p>Frozen chicken fundraiser- notes will be sent home early August for September delivery.</p> <p>Thermomix scales are out, Jess D contacting original distributor for assistance.</p> <p>Stocktake performed end Term 2</p> <p>Healthy Canteen Strategy</p> <p>Working on photos and nutritional panels, will have a document done for 2019. This is nearly complete just formatting photos etc.</p> <p>It is a requirement as of 2019 that a hard copy of nutritional panels of all items sold to be available in canteen for viewing.</p> <p align="center">Thermomix will be sent back.</p>	Account balance	\$5433.88	Total credits :	\$3184.20	Wages:	\$1909.92	Supplier debits:	\$2787.19	Petty Cash:	\$368.50	Equipment/Repair/Maintenance costs	\$0.00	Elisha - 5 mins
Account balance	\$5433.88													
Total credits :	\$3184.20													
Wages:	\$1909.92													
Supplier debits:	\$2787.19													
Petty Cash:	\$368.50													
Equipment/Repair/Maintenance costs	\$0.00													

Fundraising Report	<p>Completed Fundraiser</p> <ul style="list-style-type: none"> Art Show - Raised \$4395 <p>Current Fundraiser</p> <ul style="list-style-type: none"> Pie Drive - Ends 30th July - Organised by Hannah Wilson - Pick up Tuesday 6th August Entertainment book - Continuous Peter Drayton Wines - 10-15% OFF - Finishes 31st July - Organised by James Lunon <p>Upcoming Fundraisers</p> <ul style="list-style-type: none"> Colour Run - Volunteers needed to set up and provide BBQ lunch. Volunteers needed for supervisors on the day Fathersday stall - Moved to Friday On 30th August - Items ordered by Leah Martin. Volunteers needed to set up and run on the day. <p>2019 Fundraising Goals</p> <ul style="list-style-type: none"> Fundraising goal \$2000 for OT equipment in kinder rooms - Completed Fundraising goal \$3000 to refurbish store rooms at back of canteen for private tutorial rooms. Uses include music, speech, OT, psychology ect - Completed Fundraising goal \$75000 for sports area 	
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Agenda Item	Discussion, Relevant documents	-Person responsible -Time -Action Due By
P&F meetings for 2019	<p>Proposed dates 6pm start</p> <p>Term 3</p> <p>Wednesday 14th August Wednesday 11th September Wednesday 16th October</p> <p>Term 4</p> <p>Wednesday 13th November AGM Wednesday 4th December @Pub for christmas dinner.</p>	
Disco	Postpone until 2020	