



P&F Rosary Park - Agenda - General Meeting

	Details
Date	05/02/2020
Time	Meeting opened 18:01 meeting closed 19:07
Venue	Rosary Park Catholic School - Staff Room
Welcome	By Natalie
Apologies	Melanie Onions, Karen, Elisha Ayton-Mason, Amanda Drage
Attendees	Natalie Samaras, Monique Crick, Melinda O'Connor, Nasharna Maskey, Amanda Bogaz, Katherine Geczy, Lindsay Gough, James Lunon, Kurt Bereza, Katie Tasker, Sallyanne Stanbridge, Monika Roessler, Ashliegh Dodd, Pru Killick
Conflicts	Declaration of any conflicts.
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."
Prayer	Lord Jesus help us to understand our importance in educating our children. Bless our partners -the teachers. Guide us in our decisions and open our hearts in friendship to each other. May we show particular care to those who are most in need. May we welcome, especially, those who are shy and uncomfortable. May this meeting of ours result in many benefits for the children on whose behalf we gather. Amen
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 20 th November 2019 moved by - James Lunon seconded by - Katherine Geczy
Principal's report	<p>Welcome to a new school year. I hope you all enjoyed a break and celebrated Jesus' birth with family. We are looking forward to a great 2020 with wonderful learning opportunities for our children.</p> <p>*The new girls uniform has been a great addition with some families taking up the option to start the new school year.</p> <p>*Our building works continue to proceed as per schedule for May completion. It is anticipated that the landscape work in centre of playground connecting the 2 new buildings will need to start earlier than first anticipated, that is in week 8 (approx.) of term 1 and continue into April school holidays to ensure completion. There will also be disruption to pathway to year 1 rooms in the next few weeks as they need to dig up pathways to lay cables.</p> <p>*We had exciting additions to the school in the Christmas holidays. Hayley has once again done a marvellous job of the mural to brighten up the library exterior wall. We also had the computer lab in the library converted to a media room- that is desktop computers (out of warranty) removed and the first 16 (of 32) laptops purchased. The remainder will be purchased in 12 months' time. This room has had tables removed and a green screen for filming painted as well as paint 'freshening up' of this room. In addition, we purchased a bank of 10 computers for Year 2 and a further 15 for year 3 so that our year 3-4 are accessing technology in preparing for the BYOD program in year 5/6. Year 4 received a bank in 2019.</p>

	<p>*This week our gymnastics program starts. This is \$25 per child, which will appear on term 1 school fees. Children in Kinder, 1, 2 are to wear sports uniform on Thursdays while grades 3, 4, 5, 6 will wear sports uniforms on Wednesdays.</p> <p>*Children in year 5 and 6 started Bring Your Own Device (BYOD) program week. Snr Constable Michael Steele (Police Youth liaison officer) will talk to year 5/6 about cybersafety and the use of social media on 7 February. Cybersafety is also the focus of the Personal Development/Health/Physical Education program this term for year 5-6.</p> <p>*We are yet to fill the role of Aboriginal Education teacher (2.5 days per week) after 2 rounds of advertising on CSO website.</p> <p>*We welcome Sr Milla who has been given to us for 2020 by Catholic Schools Office to take on a Pastoral Care worker role Mon-Tue at Rosary Park. Sr Milla will work with Jess Dougherty who is being funded by the school this year for 1 day/week Pastoral Care Worker role (after government funding ended for this role at the end of 2019).</p> <p>*I have now advertised for internal Expressions of Interest from Rosary Park staff to take on Katrina Mardell's exec role (Primary Coordinator) for Terms 2-4 as she will be on maternity leave. Following this, advisements will be made on CSO site for a teacher to replace Katrina from start of term 2. In coming weeks, a similar process will be undertaken with Amie Harry's Religious Education role, as Amie will also start maternity leave in term 2.</p> <p>*All families are invited to our parent information night on <u>Monday 17 February from 4:30pm</u> in the hall. Parents are then invited to classrooms with their child's teacher at 5pm then a repeated session at 5:30pm.</p> <p>On this evening, we will start with all families together to give them an outline of our school directions for 2020 (School Improvement Plan) as well as explanation of our Positive Behaviour for Learning (PBL) framework.</p> <p><u>Rosary Park School directions for 2020 (School Improvement Plan- SIP):</u></p> <ul style="list-style-type: none"> -Catholic Schools Office directive for schools is to employ Pedagogical Mentors (PM) this year to help support and upskill teachers in the areas of Literacy and numeracy. Our school attracts a release of 0.4 (2 days/week) from class for a staff member/s to take on the role- wages are taken from our SIP budget. Louise Kevin and Janelle Dixon will take the PM role 1 day/week each. We will continue with our focus on literacy utilising the PMs -We will continue with our collaborative planning meetings (half days twice per term) from SIP budget, where teachers on grades are released from class to work with PM in analysing student reading data and making decisions on teaching and learning -We continue with spelling mastery from last year, but this year it will run in grades 3-6 (Mon, Tue, Th, Fri). The Initial Lit program will now run from K-2. This is an explicit approach to the teaching of reading, which is this year expanding to year 2. -One of our main Religion focuses this year is on revising our school Mission and Vision statements (this will be the focus of our 23 March pupil free day). - We will continue to revise our student leadership policy this term. This began last year. <p>All families are warmly invited to our opening mass on 13 February.</p> <p>Looking forward to a productive and rewarding 2020 working together,</p> <p>Sallyanne Stanbridge (Principal)</p>
<p>Presidents report</p>	<p>A warm welcome back to our continued community at Rosary Park and a special extended welcome to our new families that also joined the school for 2020. We trust you all had a wonderful and restful holiday season. We are looking forward to the exciting and prosperous year ahead.</p> <p>Thank you to Hayley for the completion of the Library mural and thank you to the school for the upgrades within the technology hub. The students are extremely excited with the new changes to the school.</p> <p>The new girls uniform is very smart and its great to see the existing families implementing this additional uniform option.</p>

Treasures report

	ROSARY PARK CATHOLIC SCHOOL P&F ASSOCIATION
FEBRUARY 2020 GENERAL MEETING FINANCIAL REPORT	

EXPRESS STATEMENT FUNDS AS AT 03/12/2019 \$ 2,037.69

EXPRESS STATEMENT ACCOUNT

EXPRESS STATEMENT FUNDS AS AT 03/12/2019 \$ 2,037.69

INCOME

Date	Description	Amount
31.12.19	Interest	\$ 0.17
		\$ -
		\$ -
TOTAL INCOME		\$ 0.17

Sub-Total after Income \$ 2,037.86

EXPENDITURE

Cheque No	Payee	Amount
24.01.20	Piccotee Floral - EOY Flowers	\$ 110.00
		\$ -
		\$ -
TOTAL EXPENDITURE		\$ 110.00

* - cheque unpresented at time of reporting

Sub-Total after Expenditure \$ 1,927.86

EXPRESS STATEMENT FUNDS AS AT 03/02/2020 \$ 1,927.86

INTERNET BUSINESS SAVER

INTERNET STATEMENT FUNDS AS AT 03/12/2019 \$ 146.00

Date	Description	Amount
28.01.20	Emma Hanlon	\$ 65.00
31.01.20	J Tilley	\$ 65.00
		\$ -
		\$ -
		\$ -
		\$ -
TOTAL INCOME		\$ 130.00

Date	Payee	Amount
		\$ -
		\$ -
		\$ -
TOTAL EXPENDITURE		\$ -

INTERNET STATEMENT FUNDS AS AT 03/02/2020 \$ 276.00

TOTAL P&F FUNDS AVAILABLE AS AT 03/02/2020 **\$ 2,203.86**

Canteen report



FINANCIAL SUMMARY

YEAR: 2019

END OF MONTH: ~~JUNE~~ Nov/Dec 2019

SUMMARY DATE:

OPENING BALANCE: 9,268.97

INCOMINGS:

DATE MONDAY	TAKINGS	DATE FRIDAY	TAKINGS		
7/11/19	421.00	19/11/19	440.00	28-11-19	545.00
7/11/19	538.00	25/11/19	776.50	2-12-19	630.00
12/11/19	736.00	25/11/19	580.00	5-12-19	510.00
18/11/19	540.00	25/11/19	409.10	5-12-19	465.00
19/11/19	588.00	28/11/19	595.00	5-12-19	615.00
				11-12-19	605.00
				11-12-19	438.00
				16-12-19	680.00
				20-12-19	569.00
				20-12-19	113.15
MONTHLY TAKINGS TOTALS			10,793.75		

OUTGOINGS:

Wages	5,578.17
Tush Mendyk	1,626.00
Talarah Pies	2,340.15
Peters PFD	803.52

MONTHLY OUTGOINGS TOTALS

Closing balance 31.12.19 \$7,234.17

MONTHLY CANTEEN REPORT SUMMARY

SIGNED:  Canteen Manager 

Financials

Canteen account balance \$5858.64 with all current invoices paid in full end 2019 (\$2000 to be paid back to school from holiday deposit)

Total Incoming: \$10,793.75 nov/dec 2019

Total outgoing: \$10,347.84 (6 weeks of invoices due to end of year)

See full financial sheets.

Financial system provided by CSO as result of last audit now being fully utilised.

Invoices scanned copy plus Financial summary sheet provided to P&F when invoices are paid ready for authorisation. Financial summary also attached part of Canteen Report each month. The authorisations can sit on account for 2 weeks only before they expire, but with effective communication between canteen manager and P&F this should not be an issue.

Canteen issues/Fundraising/Upcoming events

Canteen renovations complete

Party sausage rolls now on offer for \$2.50, 1/3 size of regular sausage rolls. This is the only change to menu for Summer menu.

Healthy Canteen Strategy

Working on photos and nutritional panels. This is nearly complete just formatting photos etc.

It is a requirement that a hard copy of nutritional panels of all items sold to be

Fundraising report	<p>Continuing on from last year to improve communication and goals for each fundraiser.</p> <ol style="list-style-type: none"> 1. Identify fundraising monetary goal / item target 2. Identify the reason we are fundraising 3. Year taking responsibility for fundraiser 4. Year representative + volunteers helping 5. Make it optional for families to participate and as affordable as possible 6. Give as much notice and information as possible about event <p>P&F are searching for a Year Representative to help communicate with volunteers within each grad for chosen fundraiser/s. If you would be willing to be the year Representative please contact the P&F</p> <p>K- 1- 2- 3- 4- 5- 6-</p> <p>P&F fundraising goals/items are drawn from parent suggestions or requests from the principal. Currently we only have two requests from the principal</p> <ol style="list-style-type: none"> 1. pod cast machine in the media room - \$2000 2. assistance for landscaping once building works completed – estimated \$60000 <p>If you have any further requests, please come along to the next P&F meeting and discuss some more options. Upcoming fundraising event documented below.</p>
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Agenda Item	Discussion, Relevant documents
P&F meetings for 2020	Next meeting – Wednesday March 4 th 6pm. Wednesday April 8 th 6pm.
	<p>Is it possible to inform parents if their child is receiving an award so they can leave work and attend?</p> <ul style="list-style-type: none"> • The time that is needed to notify parents is not available for the teaching staff. • Option to take photos of children who receive awards, again time for teacher to take photos then individually send this to all families not available. • Not all children have permission for their photo to be taken. • Best outcome from P&F is families are encouraged to talk between themselves and create relationships. Ask other families to take photos for them if they agree.
	<p>Kinder 1st Day... A few parents made mention it was very chaotic with minimum direction. Some children found Overwhelming with the amount of people in the room.</p> <ul style="list-style-type: none"> • Kinder settling in well • Great attention to detail for parents and children attending, gift bags for parents • Overwhelming for kinders not to be able to move in their class room due to parents, grandparents, buddies, siblings all in the room too. • P&F suggestions for next year. All parents, grandparents, extended family to say good bye at the hall. Buddies walk children up to their rooms and stay with them in the rooms. Families stay in the hall for cup of tea if time permits for them.
	Year 6 farewell dinner. Could we have a formal mass separate from the dinner for the children. Sallyanne to look into.

Fundraising for RPCS 2020

Fundraiser + Date	Monetary Goal / Item Target	Reason we are fundraising	Year Representative	Volunteers Helping	Cost	Information about event
Easter Raffle Last day of Term 1 Thursday 9 th April 2pm	\$2000 – Pod Cast machine	Children love chocolate! The raffle prizes are broken down to many small items so many children win a prize. This is a feel good fundraiser for the children.	Year 1 Representative In charge: _____	1. Emma Gillings 2. Amie Wright 3. 4.	Optional to buy raffle tickets. Optional to donate chocolate	<ul style="list-style-type: none"> Raffle drawn last day of Term 1 Thursday 9th April Families requested to purchase an Easter egg/bunny or bag of chocolates and hand into front office. Items are made into small hampers to raffle off Raffle tickets are placed into envelopes and sent home with children. More raffles tickets are available at front desk to purchase if your family is able to.
Mothersday Stall Friday 8 th May 10-2pm in the hall	\$2000 – Pod Cast Machine	Gives the children an opportunity to purchase a gift for the special people in their life.		1. 2. 3. 4.	\$5 per gift Option to buy as many as needed	<ul style="list-style-type: none"> Gifts are purchased and set up the night before Children are given a blank white bag to decorate and place their gift/s in Classes come one at a time to the stall 4 parents help to run the stall to assist children with their purchases Children need to bring their money in a zip lock bag with a list of who they are buying for so parents can help them Gifts are \$5 each
Dance Saturday 30 th May 4-8pm		To bring our families together as a school community		Each year will be responsible for an event on the day K- 1- 2- 3- 4- 5- 6-	Gold coin entry to per person to come in. Cost covers DJ and coloured hair spray. All other stalls/food optional.	<ul style="list-style-type: none"> Disco held in the hall Parents must stay to supervise children DJ-Vesta Kids (performs at golf club) - \$400 for 4hrs. Cheapest quote Food- To ask Murrells to provide BBQ (supporting school family businesses) Coffee – To ask Forage Espresso (supporting school family businesses) Activities on the day to be run by each year. Suggestions so far egg & spoon race, sack races, 200 club, pop corn stand, hair spray stand, lolly stand, drink stand, fake tattoos, glow sticks. Over the previous year younger students participated first then other students. For the younger students they are not required to stay the entire time. Siblings are welcome to attend
						<ul style="list-style-type: none">