



P&F Rosary Park - Agenda - General Meeting

	Details
Date	04/03/2020
Time	Meeting opened meeting closed
Venue	Rosary Park Catholic School - Staff Room
Welcome	By Natalie
Apologies	Lyndsay Gough,
Attendees	Mel O'Connor, Natalie Samaras, Katherine Geczy, Sallyanne Stanbridge,, Elisha Ayton-Mason, Amanda Drage, Amie Wright, Pru Killick, James Lunnon, Monique Crick
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 4 th February 2020 moved by - James Lunnon seconded by - Monique Crick
Principal's report	<ul style="list-style-type: none"> • This week is our annual celebration of all we do in Catholic Schools-Catholic Schools Week. The theme for this year is Drawing From The Well -Invitation. Encounter. Witness. • Kindergarten 2021 enrolments are now open so please make friends, relatives and neighbours who are looking to seek enrolment at Rosary Park. • Come along to our celebration this Friday 6th from 12:30pm • Our new buildings continue to remain on track, with completion still expected on or near 27 April (that is week 1 term 2). Furniture has been ordered. The demountables are likely to be taken to a new school who needs them quite quickly –timelines are still being worked out by CSO. • Congratulations to Janelle Dixon who will be acting Primary Coordinator for Term 2-4 this year, replacing Katrina Mardell on maternity leave. Janelle will now also work every Thursday in the office to fulfil the role of PC. • REC role for Amie Harry maternity leave is still being worked out with CSO- Kate Levido • We have now advertised for two temporary full-time teachers to teach 5/6 Gold and 4 Blue from term 2 in 2020. • Ms Krystle Perrin has been appointed as counsellor to Rosary Park (1.5 days/week). She is expected to start on Monday 9 March. She will work every Monday and every 2nd Tuesday. In coming weeks, she will complete a handover with Ben Crebert our previous counsellor. • Mrs Nicolette Fredsall has been appointed as Aboriginal Education Teacher 0.5 for 2020. She also fulfils the role of EALD teacher at Rosary Park • Parents are encouraged to attend parent interviews to talk with their child's teacher in the last 2 weeks of this term. Compass opens to parents this Fri 6th for you to register a time. • I have been working with CSO WHS team and Branxton Fire and Rescue to devise a fire plan for RP. The team from Branxton Fire and Rescue will be on site on Wed 8 April (during our April P and F meeting) to look at our site and familiarise themselves with our site. <p>Thank you for your ongoing support of our school</p>

Presidents report


The 2020 Easter Raffle was launched last week; we are extremely thankful to the local businesses for their generous donations. We are now accepting donations of Easter treats from families to also contribute to the prize pool. Tickets are \$1 each, Drawn Thursday 9th April. All proceeds to purchase the new podcast machine for the media room. Special thanks to Amie Wright and family for organising and preparing the raffle.

Discussion on the New P & F model ; are we happy to continue as a P & F model at RPCS?

FEEDBACK from Parents

1. A..Parking in the spare block adjacent to the church. Rear to fence to ensure heightened safety when departing the area.
 - B.. Requests to propose to the Parish for them to maintain and upgrade this land into a parking space for the school and church to utilise.
 - C. A reminder to all parents and carers not to perform UTURNs in the vicinity of the school and Station Street. It is illegal to Cross double lines to park on the opposite side Please go further up the street or around the block.
2. Assembly departures on Fridays. Parents are to sign students out via the office and then the child will be asked to come to the office. Students are asked not to exit via the hall with parents.
3. Departing the staff carpark is also not an option. Could parents please be reminded?

Treasures report

		ROSARY PARK CATHOLIC SCHOOL P&F ASSOCIATION	
		MARCH 2020 GENERAL MEETING FINANCIAL REPORT	
EXPRESS STATEMENT FUNDS AS AT 03/02/2020			\$ 1,927.86
EXPRESS STATEMENT ACCOUNT			
EXPRESS STATEMENT FUNDS AS AT 03/02/2020		\$	1,927.86
INCOME			
Date	Description	Amount	
		\$ -	
		\$ -	
		\$ -	
	TOTAL INCOME	\$ -	
Sub-Total after Income		\$	1,927.86
EXPENDITURE			
Cheque No	Payee	Amount	
		\$ -	
		\$ -	
		\$ -	
	TOTAL EXPENDITURE	\$ -	
* - cheque unrepresented at time of reporting			
Sub-Total after Expenditure		\$	1,927.86
EXPRESS STATEMENT FUNDS AS AT 02/03/2020			\$ 1,927.86
INTERNET BUSINESS SAVER			
INTERNET STATEMENT FUNDS AS AT 03/02/2020		\$	276.00
Date	Description	Amount	
18.02.20	Kellie Payne - Kayne Standen	\$ 80.00	
		\$ -	
		\$ -	
		\$ -	
	TOTAL INCOME	\$ 80.00	
Date	Payee	Amount	
		\$ -	
		\$ -	
		\$ -	
	TOTAL EXPENDITURE	\$ -	
INTERNET STATEMENT FUNDS AS AT 03/02/2020		\$	356.00
TOTAL P&F FUNDS AVAILABLE AS AT 02/03/2020			\$ 2,283.86

Canteen report

Canteen account balance \$3280.56 with all current invoices paid.

Total Incoming: \$5264.00

Total outgoing: \$7217.61 (high due to large supplier orders to start the year)

See full financial sheets.

Financial system provided by CSO as result of last audit now being fully utilised, is this working ok?

Canteen issues/Fundraising/Upcoming events

Will be calling out to anyone interested this month to be a member of the Canteen Committee, once established, will set a meeting up end of this term.

Slushy machine broken, not freezing. Will be collected by company Fruzia. We do not buy their syrups, so I will be looking to purchase a single unit machine for summer 2020/21.

As part of working requirements for all permanent CSO employees, Elisha completed the Faith Story Witness program last month.


Thank you to Mel O'Connor for supervising the canteen for a few days in Elisha's absence the last couple of weeks.

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 available in canteen for viewing.

Wednesday 8th April last day of canteen



FINANCIAL SUMMARY

YEAR: 2020
 END OF MONTH: Jan (start term) & February.
 SUMMARY DATE: 29.2.20

OPENING BALANCE: \$ 8,167.69

INCOMINGS: \$ 5,264.00

DATE MONDAY	TAKINGS	DATE FRIDAY	TAKINGS
27/1/20	\$449.00 \$472.00	10/2/20	\$619.00
25/2/20	\$395.00 \$485.00	6/2/20	\$269.00 \$463.00
25/2/20	\$615.00	1/1	
18/2/20	\$599.00	1/1	
13/2/20	\$400.00 \$498.00	1/1	


MONTHLY TAKINGS TOTALS \$ 5,264.00

OUTGOINGS:

27.2.20	Payrun Wages	\$954.95
5.2.20	Rosary Park - re-imburement	\$2000
31.1.20	Payrun Wages	\$477.47
29.1.20	Cheque - IGA end 2019	\$420.59
29.1.20	Payrun Wages	\$477.47
1.3.20	Jan/Feb Invoices PFD Foods	\$1006.45
1.3.20	Jan/Feb Invoices Justin Mendyke	\$2,235.28
1.3.20	Jan/Feb Invoices Kev Bidwell	\$245.42
1.3.20	Jan/Feb Invoices Telarah Pie's	\$1400.03

MONTHLY OUTGOINGS TOTALS \$ 7,217.61

MONTHLY CANTEEN REPORT SUMMARY

SIGNED:  Canteen Manager Elisha Ayton - MMS

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/small collective 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- James Lunnon, Jessica Thomas, Ashleigh Dodd 1-Amie Wright, Lyndsay Gough 2- 3- Kylie Watts, Jessica Thomas, Lyndsay Gough 4-Amie Wright 5-Rachel Anne 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 – due to building works this has been put on hold 3. kinder is needing some more Ipad's to share within the class rooms <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> <p>Twilight Dance Saturday 30th May 2020 Pre sale of tickets to commence 29th April DJ has been booked. \$440 Face painter has been booked. Are we happy for the Murrells to provide food? Changed to hot dogs Would we like jumping castle? – All voted No</p>
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Agenda Item	Discussion, Relevant documents
P&F meetings for 2020	Next meeting – Wednesday April 8 th 6pm.

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.	Year 1 Representative In charge: _____	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- Hpt dogs with variety of toppings. Coffee – To ask Forage Espresso (supporting school family businesses) Activities on the day to be run by each year. <p>K- Hair Spray & fake tattoos 1- Glow Sticks 2-Hot Dogs & drinks 3-Ice Creams 4-Ball Toss 5-Pie Face – Children against parents and teachers 6-Lollie bags & popcorn</p> <ul style="list-style-type: none"> Over the previous year younger students participated first then older students. For the younger students they are not required to stay the entire time. Siblings and extended family welcome to attend. All children must be supervised Entry is set prior to event and tickets to be purchase. This ticket will include entry, Hot dog and soft drink. Ticket price is per person Theme has been chosen by year 6 - Country