



P&F Rosary Park - Agenda - General Meeting

	Details	Person Responsible	Time
Date	20/11/2019		
Time	Meeting opened 18:15 meeting closed 19:20		
Venue	Rosary Park Catholic School - Staff Room		
Welcome	By	Chair	1min
Apologies	Meliane Onions, Amie Wright, Emma Gillings, Mel O'Connor	Chair	1min
Attendees	Natalie Samaras, James Lunan, Katherine Geczy, Sallyanne Stanbridge, Louise Kevin, Lindsay Hough, Monique Crick, Natalie Cortis, Amanda Drage, Elisha Ayton-Mason, Pru Killick	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
School 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	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 16th October 2019		2mins

	moved by - Pru Killick	seconded by - Elisha Ayton-Mason		
Principal's report	<p>My sincere thanks to the hardworking Parents and Friends committee of 2019 for coordinating the fundraising activities this year and their support in general of the school, its families, staff and initiatives. Their efforts throughout the year have helped us to purchase:</p> <ul style="list-style-type: none"> -new readers for primary grades -flexible seating options for children in grades K-1 -canteen mural -furniture for new buildings <p>We look forward to continuing a great working relationship for the best outcomes for our children in 2020.</p> <ul style="list-style-type: none"> -During the Christmas school holidays, we will re-furbish the computer lab in the library. Most of the desktop computers are now out of date and we will begin the purchase of tablets to replace the old desktops for use in the school especially during library time. This tablet technology is more of a contemporary approach to learning as it offers portability and more flexible options to film etc. <p>The re- modelling of the lab will include removal of most of the benches and the painting of a green screen (for filming) so children can use this room as a 'media room' in line with more contemporary learning. It is hoped that we can purchase a podcast machine soon for children to utilise in this media room.</p> <ul style="list-style-type: none"> -We will also proceed with the painting of the library wall by Hayley Mischief (artist who painted canteen wall) with moneys raised from our concert which was approximately \$7000. -Refurbishment of canteen is almost complete, just awaiting the installation of new oven in the next few days. <p>In 2020 Rosary Park teaching staff have voted to adopt a weekly RFF model as many of our Diocesan schools have already done. This will mean a slight change to our bell times to accommodate the minutes required. This will be 11:15-12 lunch break with afternoon tea remaining the same.</p> <ul style="list-style-type: none"> -Following parent survey and in line with Catholic Schools Office Policy we will now add blue shorts and a white shirt (with emblem and Peter Pan collar) as a summer uniform option for girls. I will now inform Flanagan's of this so that parents can purchase these for 2020 if they wish. -The last newsletter for the year will be week 8 of this term. There will be a list of school (Religion) and P & F fundraisers sent home with this newsletter to help parents to budget for 2020. -No week 10 newsletter. Any final information for the year and reminders for 2020 will be sent out via Compass. -Once building works complete there will be another fire access gate installed to the side of the school 		Principal	5 mins
Presidents report	<p>To close a successful 12months I wish to extend thanks;</p> <p>To all of the RP Families on behalf of the P & F Executives Thank you for all of your assistance and support during the 2019 P & F fundraising projects. We have provided back to the school a total of \$26 183 to enhance learning and education spaces; as well as a generous sponsorship from APLUS Contracting of Sporting Tents valued at \$10 500 for our outdoor events.</p> <p>The P & F Executives would also like to thank Year 6 students for their beautiful chair in honour of Mr Lott and wish them well in their future high school endeavours. The Class of 2019 has been an asset to the school community during their journey at Rosary Park.</p> <p>I personally, extend appreciate for the information and advice you have given, as well as the connections you have shared with me. Your expertise, support and help during the last 12 months has been invaluable during this process to providing the Rosary Park Students. A special thanks to Katherine and Amanda for their ongoing support.</p> <p>Again, thank you so much. I sincerely appreciate your generosity.</p> <p>Also a very warm welcome to our Kinder 2020 families. We look forward to a wonderful year next year.</p>		P&F President	5 mins



ROSARY PARK CATHOLIC SCHOOL P&F ASSOCIATION

NOVEMBER 2019 GENERAL MEETING FINANCIAL REPORT

EXPRESS STATEMENT FUNDS AS AT 11/10/2019	\$ 6,317.12
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EXPRESS STATEMENT ACCOUNT

EXPRESS STATEMENT FUNDS AS AT 11/10/2019 \$ 6,317.12

INCOME

Date	Description	Amount
12.10.19	Pavers payment	\$ 225.00
12.10.19	Colour Run	\$ 5,032.65
18.10.19	TRANSFER from Internet Account	\$ 2,694.51
TOTAL INCOME		\$ 7,952.16

Sub-Total after Income \$ 14,269.28

EXPENDITURE

Cheque No	Payee	Amount
18.10.19	HML Art - Inv 1054	\$ 1,000.00
19.10.19	HML Art - Inv 1054	\$ 1,000.00
19.10.19	HML Art - Inv 1054	\$ 740.00
23.10.19	Purnell Trophoies - Inv 29934	\$ 550.00
23.10.19	Harlequin School Bags - Inv 10403	\$ 240.85
23.10.19	Purnell Trophoies - Inv 29934	\$ 550.00
04.11.19	CHEQUE - Rosary Park Catholic School	\$ 8,000.00
		\$ -
TOTAL EXPENDITURE		\$ 12,080.85

* - cheque unrepresented at time of reporting

Sub-Total after Expenditure \$ 2,188.43

EXPRESS STATEMENT FUNDS AS AT 11/11/2019 \$ 2,188.43

INTERNET BUSINESS SAVER

INTERNET STATEMENT FUNDS AS AT 11/10/2019 \$ 2,695.51

Date	Description	Amount
24.10.19	Lacey - Kindergarten	\$ 103.00
28.10.19	Lott - Kindergarten	\$ 86.00
05.11.19	Rebecca Xuereb	\$ 103.00
07.11.19	Ryan Kummeling	\$ 86.00
07.11.19	Cousins - Kindergarten	\$ 21.00
TOTAL INCOME		\$ 399.00

Date	Payee	Amount
18.10.19	TRANSFER - into Express Account	\$ 2,694.51
		\$ -
		\$ -
TOTAL EXPENDITURE		\$ 2,694.51

INTERNET STATEMENT FUNDS AS AT 11/11/2019 \$ 400.00

TOTAL P&F FUNDS AVAILABLE AS AT 11/11/2019 \$ 2,588.43

FINANCIAL SUMMARY

YEAR: 2019
 END OF MONTH: ~~JUNE~~ October / Nov
 SUMMARY DATE:

OPENING BALANCE: \$10,849.77

INCOMINGS:

DATE MONDAY	TAKINGS	DATE FRIDAY	TAKINGS
1/10/19	\$545.00	16/10/19	513.00
29/10/19	440.00	16/10/19	508.00
29/10/19	625.00	23/10/19	385.00
30/10/19	602.00	23/10/19	504.00
30/10/19	706.00	1/1	
6/11/19 Father's Day Breakfast credit			
MONTHLY TAKINGS TOTALS		\$ 614.78	\$ 5,442.78

OUTGOINGS:

PFD Peters	\$785.15
Justin Mendyk	\$1,247.60
Telaraia Pies	\$1,024.39
Kev Baldwin	\$289.80
Wages CSO	\$1,909.80
Oven - cheque	\$2,299.00
IAA - cheque	\$300
	\$5,556.74 plus
	\$2,299.00
	Oven.
MONTHLY OUTGOINGS TOTALS	\$7,855.74

MONTHLY CANTEEN REPORT SUMMARY

SIGNED: *[Signature]* Canteen Manager E. Ayton-Mason

Canteen report P and F Meeting Wed 13th Nov 2019

Financials

Canteen account balance \$6343.03 with all current invoices paid in full end October

Total Incoming: \$5442.78

Total outgoing: \$7855.74 (includes \$2299.00 for oven)

See full financial sheets.

Canteen issues/Fundraising/Upcoming events

Canteen renovations, signage put up to label new entry/exits.

Oven purchased awaiting installation.

Party sausage rolls, would we like to offer for \$2.50, 1/3 size of regular sausage rolls.

Healthy Canteen Strategy

Working on photos and nutritional panels, will have a document done for 2019. This is nearly complete just formatting photos etc.

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.

- Canteen takings estimated to cover the cost of wages until we open again in 2020.
- Casual wages still needs to be paid yet
- Lunch bags have been purchased
- Will advertise old oven on facebook and gumtree for sale.

Fundraising report	Provide a plan for 2020 so parents and students can prepare. - All fundraising suggestions welcome -Some fundraisers make minimal profit such as mothers/fathers day stall but this is to provide a service to the children. Set out in next years planner with more information on reason for fundraiser, cause, fundraising goal what are trying to achieve.		
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Agenda Item	Discussion, Relevant documents	Time	Person responsible	Due by
P&F meetings for 2019	Proposed dates Term 4 Wednesday 4th December @Pub for christmas dinner. Please RSVP for seating.	5mins	All	
School Bush fire Plan	<ul style="list-style-type: none"> - could we clear some of the bush surrounding the school? This land is privately owned so not an option for us. -Second hydrant and fire exit gate will be added to the school when building plan finished. - Aim for a visit from the local fire brigade to talk to the children about fire safety and also the affects from the recent fires. Katherine to chase up. 			
Disco	Can we make this more family friendly. Last year children were dropped off and no parents stayed which made it difficult and potentially unsafe. The next disco aiming to make a family event.			
P&F meeting time	Next year requested to change to first Wednesday of each term. All agreed.			
Dust on school grounds	Suggested a working bee- usually very low turn out. Could we get more grass - will continued drought discuss would probably not grow Fake grass - Aim for fundraiser next year to implement large play areas. Current building plan adding to the dust. Gray water from bubblers - could look at diverting this onto grass			