## Sacred Heart School – Parents & Friends Association

## Minutes of Meeting – Tuesday 28<sup>th</sup> February 2017

Meeting Opened 7.40pm	Action By	Date
Cate Pel, Phil Illingworth, Tahnee Hodgetts, Lauren Blackshaw, Melissa Baker-Low, Nicole Martin-Crawford, Louise Madden, Kimberly Barrett, Nat Zegveld, Brent Wilson, Barry Nas, Rebecca Milwood, Kathy Taylor, Kelly Cox		
Natasha Brewer		
Minutes of meeting 22/11/16 reviewed . Accepted Nat, 2nd Kathy.		
Carols 2016 Good feedback on change of venue to St Thomas More's, likely to be there again this year due to oval upgrade. Principal at St Thomas More to be contacted to gain approval to go again this year.  P & F Brochure for Kinder Pack Went well, feedback that content appropriate. New parent attending tonight, so we will say it worked.	Brent	30/03/17
Sophie Illingworth - thank you letter for g6 assembly prize		
Brent reflected on his first month and the community feeling in the school. See attached report.		
Monthly financial review tabled for comment. No actions arising.  Expenditure of Funds Policy distributed for review at next meeting.  Review of historical annual spend and proposed future structure distributed for review at next meeting.  Classroom Allocations for 2017  In light of recent loss of resources in Kinder, Gr 5 & 6 motion tabled to increase allocation this year to \$1000 for these classes. Remaining classes allocated \$500 at this stage with a further allocation considered later in the year after needs considered.  Motion to include Birth to 4 program in this years funding of \$500.  Accepted Barry, 2nd Kathy. Unanimously accepted.		
Information on this decision to be communicated to all staff at next staff meeting Formal communication from P & F to teachers in the	Brent Kathy	08/03/17
	Cate Pel, Phil Illingworth, Tahnee Hodgetts, Lauren Blackshaw, Melissa Baker-Low, Nicole Martin-Crawford, Louise Madden, Kimberly Barrett, Nat Zegveld, Brent Wilson, Barry Nas, Rebecca Milwood, Kathy Taylor, Kelly Cox Natasha Brewer  Minutes of meeting 22/11/16 reviewed . Accepted Nat, 2nd Kathy.  Carols 2016 Good feedback on change of venue to St Thomas More's, likely to be there again this year due to oval upgrade. Principal at St Thomas More to be contacted to gain approval to go again this year.  P & F Brochure for Kinder Pack Went well, feedback that content appropriate. New parent attending tonight, so we will say it worked.  Sophie Illingworth - thank you letter for g6 assembly prize  Brent reflected on his first month and the community feeling in the school. See attached report.  Monthly financial review tabled for comment. No actions arising. Expenditure of Funds Policy distributed for review at next meeting. Review of historical annual spend and proposed future structure distributed for review at next meeting.  Classroom Allocations for 2017 In light of recent loss of resources in Kinder, Gr 5 & 6 motion tabled to increase allocation this year to \$1000 for these classes. Remaining classes allocated \$500 at this stage with a further allocation considered later in the year after needs considered.  Motion to include Birth to 4 program in this years funding of \$500. Accepted Barry, 2nd Kathy. Unanimously accepted.  Information on this decision to be communicated to all staff at next staff meeting	Cate Pel, Phil Illingworth, Tahnee Hodgetts, Lauren Blackshaw, Melissa Baker-Low, Nicole Martin-Crawford, Louise Madden, Kimberly Barrett, Nat Zegveld, Brent Wilson, Barry Nas, Rebecca Milwood, Kathy Taylor, Kelly Cox Natasha Brewer  Minutes of meeting 22/11/16 reviewed . Accepted Nat, 2nd Kathy.  Carols 2016 Good feedback on change of venue to St Thomas More's, likely to be there again this year due to oval upgrade. Principal at St Thomas More to be contacted to gain approval to go again this year.  P & F Brochure for Kinder Pack Went well, feedback that content appropriate. New parent attending tonight, so we will say it worked.  Sophie Illingworth - thank you letter for g6 assembly prize  Brent reflected on his first month and the community feeling in the school. See attached report.  Monthly financial review tabled for comment. No actions arising. Expenditure of Funds Policy distributed for review at next meeting.  Review of historical annual spend and proposed future structure distributed for review at next meeting.  Classroom Allocations for 2017 In light of recent loss of resources in Kinder, Gr 5 & 6 motion tabled to increase allocation this year to \$1000 for these classes. Remaining classes allocated \$500 at this stage with a further allocation considered later in the year after needs considered.  Motion to include Birth to 4 program in this years funding of \$500. Accepted Barry, 2nd Kathy. Unanimously accepted.  Information on this decision to be communicated to all staff at next staff meeting

General Business	Entertainment Books  P & F to again provide this service to school community thanks to Rebecca. Launch date 1st of May with a few new business' statewide joining the programme.  Motion tabled to nominate where funds raised from this will go as a way to stimulate support.  Birth to 4 programme nominated to date, further consideration will be made and final decision to be made at next meeting to enable advertising to start in April.	All	30/03/17
	Fair 2017 Fair committee have been working hard to have everything ready for 17th March. All licensing requirements finalised and just in need of a couple of final stall convenors. Stall volunteer rosters are to be managed via a google sheet this year in an effort to reach a larger portion of our school community and to fill timeslots before the last minute. Keep an eye on the school newsletter and your inbox.		
	There will be additional major prize spins on the chocolate wheel this year in lieu of a raffle. Donations still gratefully accepted, so if can help or know a business that can, please contact Maree Wright		
	White Elephant Stall is having a makeover. This year it will be a Kids and Babies stall, so check your cupboards for any donations.		
	Now we just need the weather to participate this year fingers crossed.		
	P & F Member Drive  New members need to carry on the P & F as many are in the last few years of association with the school. Ideas discussed on how to get new members interested in attending and overcome the first time jitters eg:  Supper night  Wine and cheese evening  Dinner meeting at restaurant		
	Further discussion next meeting.	All	30/03/17
	Meeting Closed: 9:15pm		
Next Meeting	March 28 <sup>th</sup> 2017 7.30pm		