


Sacred Heart School – Parents & Friends Association

Minutes of General Meeting – 22/11/2022

	Meeting Opened 7.32pm	Action By	Date
<b>Present</b>	Brent Wilson, Bec Bowen, Tiffany Lynch, Suze Chapple, Emily Pintarich, Megan Brown, Bea Clark, Kirsten Milner, Louise Madden, Lauren Innes, Rachel Williams, Cate Pell.		
<b>Apologies</b>	Tahnee Hodgetts, Bea Clark, Abby Osborne, Kayla Farran, Rebecca Millwood, Jane Gamble		
<b>Minutes from Previous Meeting</b>	Minutes from last meeting emailed.	Megan and Emily	
<b>Business Arising</b>	<p><b>Business arising from previous minutes</b></p> <p>1)Online Auction</p> <p>2)P&amp;F Brochure</p> <p>3)Approved proposed meeting dates 2023</p> <p>4)Carols</p>	<p>Auction wrap up. There are a couple of items that haven't been paid for. They will be passed to the next in line by the end of the week. A big thanks to the clever student who designed the thank you certificate. Suse gave some chocolate as a thank you gift.</p> <p>Thank you to everyone that supported the online auction in some way.</p> <p>Thank you to Megan who designed the P&amp;F brochure. It was handed out to all kinder 2023 families at the Kinder orientation morning.</p> <p>2023 Meeting dates approved. Please see email attachment.</p> <p>There will be no candles at Carols this year due to the time of the event. (It will</p>	

	<p>5)Culture and community at Sacred Heart</p>	<p>still be daylight). <b>Please refer to the newsletter for important information.</b></p> <p>A proposal has been put forward to develop a subcommittee of students to join the P&amp;F. Potentially 12 members. 4 students from grade 4, 5 and 6 that aren't in a leadership role already. Students to be the eyes and ears of the school and be actively involved in ideas, fundraising and activities. Children's voices are important, and they should have a say in what the P&amp;F do. They would meet one day a month at lunch time. We can pilot this for a year and see how it goes. More info to come early next year once Sport captains and other leaders are elected.</p> <p>Following on from this there were some great conversations based on school culture, communication, and social media. We will revisit this in 2023.</p> <p>Here are some of the discussion points. How can P&amp;F support the school Facebook page to</p>	
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	<p>6) Survey questions</p> <p>7) Reversible tops</p>	<p>ensure some consistency? Facebook posts of student recognition is great. Have a post on Facebook to remind families to read the newsletter.</p> <p>What is the social media privacy policy? Can there be more staff access on Facebook? Can P&amp;F have a monthly update in the newsletter?</p> <p>The survey for students and parents is well underway. Megan is coordinating the questions and will communicate with Russell and office staff about the best way to distribute through the school's survey platform.</p> <p>It is estimated we will require 90 tops with flexible sizes. Brent and Suse to coordinate before the end of the year. It is estimated it will cost approximately \$3000. Will get 2 quotes for comparison.</p>	
<p><b>Correspondence</b></p>			
<p><b>Principal's Report</b></p>	<p>Principal's Report circulated to the committee</p>  <p>P and F 22.11.2022.pdf</p>		

Financial Report	<b>Finance Report</b> <ul style="list-style-type: none"> <li>Closing balance as of 22/11/2022</li> </ul>	\$53,875.21	
General Business	<b>Year book feedback</b>  <b>Sacred Heart Care Team</b>  <b>MEETING CLOSED 9.10pm.</b>  14 <sup>th</sup> February 2023, at 7.30pm-9pm (Sacred Heart School Staffroom)	There has been some feedback about some gaps in the year book. Leadership staff looking at some options.  Can provide meals anonymously to those unwell and in need. For more information, please contact the school. Kirsten has nominated to join the team.	