**Sacred Heart School – Parents & Friends Association**

**Minutes of General Meeting – Tuesday 26th October, 2021**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Meeting Opened 8pm** | **Action By** | **Date** |
| **Present** | Brent Wilson, Bec Bowen, Bea Clark, Nat Zegveld, Agnieszka Szpyrka, Alison Cooper, Louise Madden, Rachael Richmond, Tahnee Hodgetts, Megan Brown, Suze Chapple, Tiffiny Lynch |  |  |
| **Apologies**  | Rebecca Millwood, Cate Pel, Emma Adams |  |  |
| **Minutes from Previous Meeting** | Minutes from last meeting emailed. |  |  |
| **Business Arising** | **Online Auction:*** Successful Auction, most items have been collected, 3 still to be collected.
* $6500 raised.

**Paint and Sip:*** Date discussed with Mel Heathorn, possibly end of Term 4.
* Add to Agenda for November meeting.

**Fair 2022:*** Date confirmed for 2022 fair as the 25th March/1st April back up.
* Catherine Pel and Bec Bowen to act as co-chairs of the committee.
* Rachael Richmond and Agnieszka Szpyrka to act as convener chairs.
* 2 Fair meetings (1 per month), a meeting last week.
* Feedback from staff and parents in regards to initiating changes to Fair 2022.
* No Gee Whizzer, possibly Laser Tag, hair braiding, Zorb balls (Phil Illingworth has mapped out a spot near Presentation Gym).
* Moving away from Staff and Parents serving food. Looking at Food vans, possibly 4-5, with own insurance and with a donation of $300 per van.
* No Portable toilets required.
* Looking to establish an agreement with service providers so that the school/P&F will not be at a loss if Fair cancelled.
* May be a requirement for attendees to wear masks.
* Save the date to go into the school newsletter
* Next Fair Committee Meeting 11/11/21.
* Discussion around possible need for attendees to book to attend to determine numbers.
* Asking for a couple of people to compere the Chocolate Wheel.
* Classes/Grades will be allocated stalls.
* School Board will manage the BBQ.
* School/Parents will run ice-cream and drinks.
* There will be a Cake Stall.

**First Eucharist:*** Went well, Presentation Hall/Gym logical space.

**Legacy Plaque:*** Ordered
* Legacy Plaque 2020 half worn off and is being replaced at no cost.
* Presentation of the Legacy Plaque at the Grade 6 Leavers Assembly 10/12/21 1.30pm.

**Father’s Day:*** ? amount raised, await financial statement from Lidia Williams.
* Remaining funds raised ? to Snag Chat, add to Agenda for November meeting.

**Carols:*** Scheduled 8/12/21 at 5.30pm.
* Candles not required as Carols will be finished before it’s dark.

**School Swim Team Caps:*** Discussion around costs and colours.
* Suze Chapple will follow up with Speedo.
* Add to Agenda for February 2022 meeting.
 | Tahnee HodgettsSuze ChappleTahnee HodgettsSuze ChappleTahnee Hodgetts |  |
| **Correspondence** | **Happy Hearts:** Thank you email for funding for resources for the SETUP for success program, including blocks, counters, games and storage unit for resources.**Grade 1:**Thank you email for the Puppet theatre purchased with class allocation.**Grade 2:**Thank you email for the play and maths equipment purchased with class allocation.**Grade 6:**Thank you email for the Fish in a Tree novels, Science equipment including mini turbines and solar panels, new white board markers and erasers, class set of scissors and reusable write on wipe off plastic sleeves for maths games purchased with class allocation. |  |  |
| **Principal’s Report** | Principal’s Report circulated to the committee  |  |  |
| **Financial Report**  | **Finance Report** – no report awaiting Financial Statement from Lidia Williams. |  |  |
| **General Business** | **Playground Project Stage 3 – Funding:*** Half initial project complete.
* No final figure for Stage 3, possibly $150,000.
* Commence Feb/March with completion possibly August, at the latest December 2022.
* Feedback from students want a similar space.
* Trampolines, Swings 3-4, Dual enclosed slides.
* Barry’s Legacy - interactive musical instrument outside music room.
* Requesting contribution of $25,000 from P&F towards the end of next year if adequate funds available. Moved by Brent Wilson, seconded by Bec Bowen.

**COVID 19 and handwashing:*** Discussion around adequate sinks available for handwashing.
* Currently sinks in every shared space and also outdoor sinks.
* Additional cleaning likely to continue.

**Kinder Pack P&F Flyer and Information evening:*** Nat Zegveld has Kinder Information Flyer from 2020 and will supply to Suze Chapple.
* Nat Zegveld outlined the information in the Flyer.
* Pre-Kinder presentation from P&F member, Bec Bowen happy to do this.

**MEETING CLOSED 8.50pm****Next Meeting –** 23rd November 2021 7.30pm, Sacred Heart School Staffroom | Nat ZegveldSuze ChappleBec Bowen |  |