



St Columba's School Bayswater

Grow in Faith Seek Wisdom Live in Peace

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St Columba's School P&F Meeting Tuesday 16th May 2023 7pm

1. **Attendance** Tanya Armstrong, Niall Kehoe, Leston De Mello, Leesa Vincuillo, Gina Burns, Courtney Eden, Smita Verma, Justine Raynor, Jess Pearson, Nikki Staveley, Sarah Sorgiovanni, Davina Goh, Skye Zachar, Tammy Fernandez, Jayne Jagger, Emma Mulherin, Sari Landis

Apologies: Simonne Moretta, Leston De Mello, Bea Humphreys, Rebecca Wilkey, Melissa Garrett, Siobhan Murphy
2. **Acceptance of Previous Minutes** Moved : Davina Goh Seconded: Nikki Staveley
3. **Business Arising from Previous Minutes**
 - 3.1 Role of Class Rep (*Gina Burns & Tanya Armstrong*) Agreed that this will be worked on during the year and there will be a one page "Job Description" to go out at the beginning of next year. This will include a slip at the end for people to complete to help get class lists together.
 - 3.2 Vegetarian sausages for P&F sausage sizzles (*Class reps*) From those classes that reported numbers it seems that there is a small number (<10 from all year groups except Yr 4 and Yr 5). *Vegetarian sausages will be trialled at the Athletics carnival with Smita Verma taking the lead with this option.*
 - 3.3 Moving End-of-Year concert to lawn (*Class reps*) Overwhelming response to move the concert to the lawn. This however provides logistical and budget issues.
 - A large stage is required for both classes to be able to move about safely.
 - Possibility of the students using the brick pathway outside OSCH and Year 3 as "Stage"
 - Is there a possibility of using another venue such as Chisholm? What do other schools do. Leadership team to investigate with Edudance and Chisholm and report back in August meeting
4. **Correspondence** NIL
5. **Principal's Report** See attached
6. **Treasurer's Report** See attached
7. **Fundraising Business**
 - 7.1 Update on Hayshed Hill Fundraiser (*Simonne*) Not as well received as it has been in the past. Possibly an indication of cost of living pressures. The question of security with

writing credit card details and emailing a form was also raised. Look into alternatives for payment methods for next wine drive.

7.2 Pegs- fundraising option (*Jess, year 1*) While this is a well thought out fundraiser, the consensus was that it was not viable given the low uptake currently and financial pressures.

7.3 Containers for Change (*Justine, PP*) This is ready to be implemented. The only issue being the frequency of transfers to the bank account given that all funds now go through the main school operating account. *Justine to try and confirm the frequency of the transfer and Tanya to then consult with Finance Officer to see if this is a viable option.*

8 General Business for Discussion

8.1 St Columba's Parent Community Night/Friend-raising events (*Jayne year 6, Jess year 1*) It was discussed that this is still an element that is missing from the community from previous years and something that we need to try and bring back in some way. On off-site parent night was discussed as a likely event with *Jayne to bring ideas and costing to the next meeting for discussion.*

8.2 Year 6 Graduation- fundraising opportunities or P&F donation (*Jayne, year 6*) A request for a donation for the Year 6 Graduation party was made. This has been made the last 2 years as well and the policy has been that as it is a parent organised event and not a school event, P&F funds are not appropriate. The idea of fundraising for the Graduation Party was then raised and discussed. Gina pointed out that any fundraising must be outside of school events so as to not impact on any fundraising activities by the Pastoral Care Team, P&F or Parish. *Jayne to follow up with any ideas.*

8.3 P&F Purchase of Swimsuits for interschool swimming carnival (*Tanya*) P&F agreed that there is something that can be done to help with the cost of the Swimsuits for interschool but this will be *discussed further in October so that any provisions can be put in the budget.*

8.4 World Teachers' Day morning tea (*Sarah, yr 4*) P&F agreed that this would be a worthy cause. *Sarah and Davina to bring costings and idea to next meeting*

8.5 General discussion on engagement of parents and volunteers: Discussion as to how we can foster a better climate of volunteering among the parent groups. Courtney volunteered to put together some social media posts to encourage parents to help out. Davina bought up the idea of a raffle where parents get a ticket each time they volunteer with 3 prizes to be drawn at the end of the year. Sarah bought forward the idea of sending out the schedule of events and asking for volunteers now so that there is a pool of volunteers to draw from prior to the event. *Schedule to be finalised next meeting and posts put out to see if this increases volunteer rates.*

Next P&F Meeting: Tuesday 13th June 2023