



PARENT COUNCIL MEETING

Meeting Minutes

Wednesday, 28th February 2024 - Term 1

Meeting Commenced: 7:00pm

Meeting Concluded: 8.20pm

PC Member Attendees:

No.	Attendee Name	Position
1.	Naomi Purkis	Deputy Chair and Treasurer
2.	Jodi Roth	Community Building Team (former title: Fundraising Coordinator)
3.	Emily Park	Catholic Schools Parent Representative
4.	Denise Lameri	Community Building Team (former title: Fundraising Coordinator) Parent Representative Coordinator Yr2 / Liaison
5.	Bernard Cumming	Principal
6.	Cassie Briggs	Chairperson
7.	Patricia Vieira	Secretary

Non PC Attendees:

No.	Name	Children	Parent Rep /Other
1.	Jess Giles	2 children at OLR – Year 4 and Year 2 and 2 children not yet in school.	None
2.	Jo Lightbody	2 children at OLR – Year 1 and Year 3	Yr 1 Parent Representative
3.	Emily Park	2 children at OLR – Year 1 and Year 3	Catholic Schools Parent Representative
4.	Katie Taylor	3 children at OLR – Year 2, 4 and 6	Year 6 Parent Representative
5.	Bec Neil	1 child in Year 4 and 1 in highschool now	Year 4 Parent Representative
6.	Sarah Fenwick	1 child in Year 4 and 1 child not yet in school.	Year 4 Parent Representative
7.	Cassie Briggs	1 child in Year 6.	Year 6 Parent Representative
8.	Serena (Grandmother)	Granddaughter in kinder	
9.	New Mum to the school: Katie	Child in Year 2	
10.	Anne-Marie	2 Children at OLR	*Parent Representative
11.	Kobe	1 Child at OLR	



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Begin with Prayer prepared by Chair

	ITEM	WHO
	<p>Minutes from Last Meeting - Summary</p> <p><u>Landscaping</u></p> <p>Gardens have been completed, albeit through the hot weather they have mostly survived, still possibly looking to have the top corner where the hydrant is scraped and turfed with the tree to have a good shady area to sit.</p> <p><u>Uniform:</u></p> <p>To be discussed as agenda item.</p> <p><u>Parent concerns re parking/playground</u></p> <p>The carpark was again discussed, the new crossings and bollards are now in place and for the main part seem to be working well, more signage to follow.</p> <p><u>School prayer plaque</u></p> <p>This was potentially being looked at with the year 6 of 2023 leaving gift, potentially including with COLA revamp, work in progress.</p> <p><u>Clothing pool</u></p> <p>Marg has decided to retire from the role, Emily has taken this on for the year, thank you!</p> <p>We sent Marg a gift at the end of 2023 to thank her for all her help.</p>	<p>Cassie</p>



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ITEM	WHO
<p>1. Principals report</p> <p>Kinders started well. 19 days in now. The total student numbers rose up to 389 from 406 this year. 1G and 1B have new teachers to the school Alex Lara and Bella Channing and Heidi.</p> <p>We will be sending out a survey for parents to provide their feedback about the beginning of year Parent / Teacher meeting and whether they feel this was valuable to do it at such an early time in the year or feel it is too early. These meetings give parents the opportunity to talk to the teachers about the child and the year ahead in what they hope to achieve and for those new to the school, they have the opportunity to learn how we operate. The survey will be send in the new few weeks to come.</p> <p>So far we have had the Opening School Liturgy /Ash Wednesday mass; Preschool attended; Father Joseph said the children at our school are lovely kids.</p> <p>We had the awards today, they will now be in line with our updated Positive Behaviour Learning (PBL).</p> <p>Carpark, can confirm no asbestos in our school or any of the Diocese schools.</p> <p>Enrolments open for 2025 now.</p> <p>Sports team to Central Coast Polding for Touch and Rugby.</p> <p>I will be taking renewal leave, which is a religious retreat which is leave to renew, Michelle Perry will be in my position while I am away and Erin Robertson will take the role of Acting Principal, in place of Michelle, to the end of term.</p>	<p>Bernard</p>



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2.	<p>Treasurer Report</p> <p>Working Account: \$11,699.60</p> <p>Term Deposit: \$9,730.09</p> <p>Since last meeting we have spent money on Year 6 Graduation, Welcome BBQ (\$244; \$350; \$320; \$1k on Sausages and Xmas Concert.</p> <p>Still waiting on CSBP to seek confirmation on what we can spend the money on. Rachael Mills has some ideas for what we can do with the money once we get the confirmation as to what should come out of this and what they deem should come out of school fees.</p> <p>For example, money raised for went into the Welcome BBQ etc and we pay for the Mother's Day event from the money in account from past events.</p> <p>We would like to use the fundraising money for would be shade sails for playground as one example; guest speakers for things like internet safety; painting etc.</p> <p>In the past we were able to use it to get the aircon; new building; carpark etc.</p>	Naomi
3.	<p>Catholic Schools Parent rep update</p> <p>Emily said there is no update until next meeting as most schools have election this week and will meet after that.</p>	Emily
4.	<p>Uniforms</p> <p>Meeting has been held with Lowes to discuss uniform changes.</p> <p>This will look like changing to one all-season uniform, with the option to add pants for both boys and girls or stockings for the girls with the additional of a jumper/jacket. Also looking to change the sports shirt to a more breathable and stain resistant fabric, all shirts would have the school crest on them as we are the only school without the crest.</p> <p>Cost of living is forefront whilst also maintaining a smart uniform to strengthen the look of community. All items including bag and hat would be available at Lowes, rather than 3 locations currently, Lowes also have the sale day 5-6 times per year, whilst also offering the zero card which enables parents to earn points equating to cash savings across purchase and a pay now buy later function.</p> <p>Lowes are currently putting together a story board so that images can be shared with the parent community and a survey to determine if the change is wanted. It is anticipated the survey will be out by the end of term. There will be a 2 year transition period for the new uniform to come into effect.</p>	Cassie



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5.	<p>Scholastic Book Club</p> <p>Book Club is up and running. Last lot of orders came to \$150; about 2 or 3 kids per class when you spread it out.</p> <p>If you're ordering as a gift, you can tick a box for mail or gift and it will be kept aside and not given in the handout by teachers.</p> <p>Trying now to work on promoting Book Club and reminders for opening and closing for orders.</p> <p>Bec asked if it is possible for teachers to keep aside and hand out at the end of the day as there are now a lot of little toys within the books and this can be a cause for issues at lunch time with the kids over the toys and a lot goes missing.</p> <p>Also if the dates can go into the newsletter – Bec to send Request to Karen to insert dates as required.</p>	Bec Neil
6.	<p>Sub-committee for Community Building Team</p> <p>This will be for the organisation/running of school community building events such as Discos, Mother's Day and Father's Day Stall, Colour Run, Trivia Night, Bunnings BBQ etc.</p> <p>Do we have anyone wanting to join this team to help facilitate these events?</p> <p>Rebecca Rabuzek was nominated at the meeting as a potential candidate another person who has expressed interest to help with events is Sheree Giffin (Year 1 parent).</p> <p>We need the people in the sub-committee to come up with more things to do to raise funds; do up letter each time, what we are fundraising for i.e: under cover carpark and things like covered walkway are examples of past items that have been covered with fundraising efforts.</p> <p>Current things we would like to do are: Outdoor seating; outdoor classrooms; water refill stations that are filtered – these will cost around \$9k for 3 bottle system – Cassie has received the quotes and has now shared with Bernard, who is happy to look at this option.</p>	Cassie



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7.	<p>Tangible goal for the parent council</p> <p>We put work into events such as the trivia night and Bunnings BBQ to benefit to children and our school community, it would be great if we could internally communicate to our parents what the funds will be utilised for during that year once raised, ideas like, chilled water filter bottle refill station, outdoor classroom, roof over the drop off zone in the carpark, many other options that would benefit our school community and welcome other ideas that could benefit the children and our school community.</p>	Cassie
8.	<p>Lunchtime club</p> <p>Previously Boost, now referred to as Boost, we provided some funding last year for items, Mrs Bailey has had a cleanout and stocktake and requested new items and is putting together a shopping list; needs new games.</p> <p>Current activities that continue are coding, Chess, dance group in the music room.</p> <p>Coding not currently happening due to Mr Spicer returns post injury. New Sports Teacher starting this Friday for rest of term until Mr Spicer returns (injury). The inter school Gala and Cross Country will be looked after by Erin and Michelle.</p> <p style="background-color: yellow;">Cassie doing a post that will set out what days and what activities will be held and where so that parents can see what is on offer for their children during lunch times and will post it on socials tile and into newsletter.</p>	Cassie
9.	<p>Chair pads/seats/matting</p> <p>Katie would like to discuss chair pads/seats/matting options for the children for use in the COLA during assemblies, liturgies etc so they are not sitting on the cold concrete.</p> <p>Look into roll out gym mats and single carpet tiles etc. Something that can store easily.</p> <p style="background-color: yellow;">Bernard has agreed and will evaluate quote/s. Katie/Cassie to send to Bernard.</p>	Katie Taylor
10.	<p>General Business</p> <p>Clothes pool was discussed in more detail with Emily taking over, parents asked what the process is for clothes ending up in the clothes pool from lost property. Emily responded that clothes will stay in lost property the week before being given to the clothes pool, she will return any items with names clearly labelled to the class tub to allow the opportunity for the items to be collected then if</p>	



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they continue to sit in the tubs for a week after that, they be returned to the clothes pool as second hand clothes for purchase.

Sarah Fenwick asked if we can look at staggered lunch times with increased school numbers, to split K to 2 and 3 to 6. Bernard said we can look into this as to how it could work but need to assess staff lunch times and supervision to see if it can work as the numbers need to make sense and buddy system also.

Denise asked regarding long assemblies if the seating can be rearranged so the little ones can be seated at the front and older years behind, so they also do not become distracted by the older years and can see. ie Kinder at front, 1, 2 and 3 first, then 4, 5, 6 on other side.

Bec Neil raised the topic of the Year 6 Farewell monies raised. Previous Year 6 formals have raised funds that have allowed us to buy a camera for the school marketing, do up the gardens, the BBQs we use for events, trophy cabinet and school gazebos with our school name on them. A discussion then followed for things to put the funds towards from last year are:

1. Flags for school events;
2. School plague with our prayer on it (poly aluminium) – quote sent by Cassie (around 1.1k);
3. Additional double 3x6 gazebo (labelled) for events.

Bernard confirmed to proceed to get the double gazebo labelled with the funds.

Gemma raised the subject of job duties of the garden contractor. Can we check what is in the terms of contract as their outline of duties; things such as roll and compact, re-seed and fertiliser, mulch. Once a year we need to add mulch. Bernard confirmed Rachael has made a list also to go to gardeners, including – cut hedge in line with building; care and maintain.

Gemma said that a parent has offered to do it this time but is there a job description stating ie week before holidays: decompacting – aerating soil; spray re bindis. **Bernard said he will look into the contract to see what is listed.**

Naomi raised the issue of sibling discounts with St Edwards no longer recognised in sibling discounts with other CSBP high schools. Naomi would like to get together a complaint to put before CSBP to show the number of families that will be impacted by this decision. Parents will have a decision to make for sending multiples to which highschoools with this change. Naomi suggested getting this onto the year FB pages as a petition link to be shared and put names down and hand to Diocese. The decision affects siblings going to St Patricks / St Joeys / St Edwards.

Meeting concluded at 8.20pm.