

# Xavier Catholic Primary School

## P&F Agenda for meeting on Tuesday 7 March 2023 Staffroom

1. **OPENING PRAYER:** Meeting opened 6:32pm. Prayer Read.
2. **APOLOGIES :** Rochelle Ramathula, Lane Jenkins, Nicole Fuery, Danielle McLeod, Monica Henry, Melissa Daly
3. **PRESENT:** Andrea Bazzica, Giselle Konle, Emma Briggs, Mary Pinto, Corinna
4. **MINUTES OF THE PREVIOUS MEETING** Passed by Corinna, Seconded by Mary.
5. **BUSINESS ARISING FROM THE PREVIOUS MINUTES**
  - Confirming date for Mothers Day Bowling Evening at Byford Country Club: Friday 12<sup>Th</sup> May 6pm
  - Suggested to send Save the Date Communications first week back Term 2.

### 5. REPORTS:

#### Principal: P&F Meeting – Principal’s Report

Tuesday 4<sup>th</sup> April 2023

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#### **Congratulations Mr Hamersley:**

Congratulations to Mr David Hamersley who has been appointment to the substantive position as Principal of St Mary’s School, Merredin, commencing Term Three 2023. On behalf of the Xavier Catholic School community, I would like to thank David for his leadership in our school since 2014. We will have an opportunity to farewell David before he commences his new role.

#### **Farewell & Welcome:**

Thursday will be Mrs Scidone’s last day at Xavier before she prepares for the impending birth of her first child. On behalf of the Xavier community, I would like to wish Mrs Scidone and her husband all the very best, and we look forward to hearing about the wonderful news next term. I would like to welcome Mr Matthew Armstrong who is the new Year 4 Blue teacher next term. I know you will join me in congratulating Mr Armstrong on his new position.

### **Year 6 Camp:**

What a wonderful 3 days the Year Sixes had at Woodman Point Camp last week. The weather was sensational, the activities were challenging, and everyone thoroughly enjoyed their time. A HUGE thank you to Mr Tucker, Miss Cresswell, Mrs Finlay, and Mrs Konle, for supervising the students and making camp an enjoyable experience.

### **EduDance Concerts:**

Wow! How good were the EduDance concerts for this year? A HUGE thank you to Ms Winter and Ms Holroyd for teaching the students their class dance and to all the parents who turned up to watch the concerts. Well done to the staff for jumping on stage last Thursday and performing in front of the parents and students. Mrs Konle has uploaded each class dance to Seesaw for you to view.

### **Interschool Cricket Carnival:**

Today, some of the Year Sixes are participating in an Interschool Cricket Carnival against other Catholic schools in the region. It will be held at Kent Street High School. Best of luck to all teams competing.

### **Stations of the Cross:**

On Thursday, the Year 6 students will be involved in celebrating the re-enactment of the Stations of the Cross from 2:00pm.

### **OSHC Vacation Care:**

Unfortunately, due to a lack of staffing availability, OSHC Vacation Care will not be running during the upcoming holidays.

### **MJR Award:**

The next MJR award will be presented at the Year 6G Assembly on Friday 26<sup>th</sup> May.

### **Parent/Carer NSI Partnerships Survey:**

The school is required to complete a CEWA endorsed NSI Partnerships Survey every two years. The parent/carers component of this survey opens on Monday 1<sup>st</sup> May. Parents/carers will have until Tuesday 16<sup>th</sup> May to complete the survey. An access link will be sent via SMS early next term. I encourage all parents to participate where possible.

### **Swimming Lessons:**

Swimming Lessons for all students in Pre-Primary to Year 6 commences on Wednesday 26<sup>th</sup> April until Friday 5<sup>th</sup> May. Students are permitted to come to school dressed in their sports uniform, with their bathers underneath for the 1.5 weeks of swimming lessons. A message will be sent to all families on Seesaw tomorrow with further information regarding requirements. From the commencement of Week 3, all students from Years 1-6, must be wearing their full winter uniform.

### **ANZAC Day Prayer Service:**

The ANZAC Day Prayer Service will be held on Wednesday 26<sup>th</sup> April at 11am. The Year 3 Gold class will be organising this very important event. Parents are welcome to attend the service.

### **Bread Bag – Recycling Promotion:**

Thank you to Miss Aquino and Miss Guagliardo for organising the bread bag recycling initiative which encourages families to bring in empty bread bags which will be exchanged for sports equipment for the school. The promotion ends on 7<sup>th</sup> July.

### **P&F Meeting:**

A reminder that the next P&F Meeting will be held on **Tuesday 2<sup>nd</sup> May at 9.00am** in the staffroom. I look forward to seeing you there.

**Chair:** Thank you to everyone for their assistance this term. The amount of donations for the raffle was wonderful and more than anticipated. It resulted in successfully being able to involve a lot of students who won prizes. I've also appreciated the feedback we have received throughout the term via class reps speaking to fellow classroom parents. I feel we can value the constructive feedback as much as the wins as it can help us move forward and improve. Thankyou, to those who have brought new ideas and feedback forward to the committee. It's been encouraging to have input from new parents and wonderful to see so many new faces at meetings throughout the term.

### **Treasurer:**

#### *Proposal*

in relation to the Mother's Day Gift Stall, as the P&F no longer has a dedicated bank account, to provide families with the option to pay for gifts via electronic bank transfer, proposing the P&F establish a Trybooking account for this event. Families of course would still have the option to pay for the gifts with cash by placing in the P&F drop box, together with the gift stall form.

Trybooking attracts a fee of 2.5% and 50 cents per transaction, which would be passed on to the families, details of which would be highlight on the Mother's Day gift Stall form.

**INCOME:**Fundraising Income:

Footy Tipping	\$420.00
Entertainment Book Commission	\$ 46.00

Other Income:

P&F Levy	\$118.00
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**Total Income:** **\$584.00**

**Expenses:**Fundraising Expenses:

Mothers Day Gift Stall	\$1400.65
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School Contributions

Yr. 6 Graduation Shirts	\$1401.43
Soccer Nets	\$ 520.91

**Total Expenses:** **\$3322.99**

**Balance as at 31 March 2023:** **\$65,274.02**

Plus: Funds banked but not processed

Movie Night (cash)	\$140.00
Easter Raffle	\$878.10
<u>Total Receipts Pending</u>	<u>\$1018.10</u>

Less: Payments awaiting processing

Edu-Dance 2023	\$7029.00
<u>Total Payments Pending</u>	<u>\$7029.00</u>

**6. CORRESPONDENCE IN / OUT**

- CSPWA – Siobhan Allen, Executive Director information given regarding Parent Pilgrimage 6th May. Information to be included in this weeks newsletter.
- Parish Council Email requesting expression of interest in collaborating in the Nativity of St John the Baptist 23<sup>rd</sup> June.

**7. GENERAL BUSINESS**

- Easter Raffle Debrief:
- Not as many funds raised as last year. This is due to poor distribution of tickets. Improvements needed for next year is to distribute directly to each classroom to ensure each child receives tickets.
- Provide electronic tickets available on Seesaw.
- Establish an online portal to purchase as per Treasurer proposal. Giselle provided input via experience with CDF pay catholic app. There is an establishment cost followed by yearly fee. If used for canteen purchases as well the school may explore and take into consideration the availability to be able to co pay fees.

## 8. FUNDRAISING

- Mothers Day Events:
  - (a) Mothers Day Raffle
    1. Request donations for raffle from school community first week of Term 2. Rochelle seeking donation vouchers from work. Mary to approach local Pharmacy. Anyone who knows a beautician to seek voucher donation. Members and class reps to seek any Mumpretruners and small businesses in the community who would like to donate their products and as a result have their business promoted within the school community via exposure in school communications.
    2. Raffle tickets to be distributed first week back as well as electronic copy posted on Seesaw for ease of printing out at home.
    3. Establish project team to manage tasks first week back
  - (b) Mothers Day Gift Stall
    1. Wednesday 10 May Kindy to Yr6 Mothers Day Stall
    2. Thursday 11<sup>th</sup> May Pre-Kindy Mothers Day Stall
    3. Establish project team to manage tasks first week back
  
- P& F Cake Stall :
  - Date Confirmed : Wk 10 Thursday 29 June
  
- Teacher Lunch Order Day: Wk 10 Thursday 29 June
  - Mary & Lane propose \$10 lunch orders for Teachers. This event was a popular last year.
  - P&F to Supply a drink, choice of 3 menu options and a dessert offering.
  
- Fundraiser idea tabled by Shree for Pizza day.
  - Giselle supported by contributing experience at another school where students contribute \$3 or \$4 for 2 -3 slices of Dominos Pizza. Recommended 3 Flavours to choose from.
  - Emma to approach Dominos Armadale due to established communication regarding similar event.
  - Payment methods to include cash and payment portal to be confirmed.
  - Electronic booking system considered for expressions of interest in order to preserve costs and fulfill catering needs.
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- Disco: Friday 26<sup>th</sup> May
  - Date Established in consultation with meeting group, parish events, term calendar and leadership team.
  - Discussion lead towards 4.30pm start
  - 3 Group sessions;
    - Pre-Kindy, Kindy and Pre-Primary
    - Yr1, Yr2, Yr3

- Yr4,Yr5,Yr6

Session times and project group members to be confirmed

- Xavier Cross County Event Friday 16 June
  - Potentially offer coffee cart services.

**9. Items not on agenda. (Time permitting)**

- Application put forward by Giselle on behalf of Kindy Blue and Gold teachers. Requesting new basketballs, playground balls, tennis balls, 4 beach umbrellas, Magnetic writing set and other implements to support phonics program, 2 light up play tents, Kmart Beach gazebos  
TOTAL Cost: \$755.95
- Committee request clarification on intended use of Kmart Beach Gazebos as quality questioned due to committee members negative experience with durability.
- Application request voted on and passed with exclusion of gazebos (Minus \$110). Kindy Teachers to make future application for gazebos once quote for better quality option is sought.
- Cost approved at \$645.95
  
- Discussion tabled to request A4 or A3 space on undercover window in conjunction with Term calendar and other program promotional material to highlight progress and happenings of P&F.
- Brainstorm ideas:
  - Portable whiteboard/notice board.
  - A4 notice at door/window of all classrooms put up by class reps

Chair requested decision pending considering further thought and discussion with broader committee.

**Meeting Ended: 10.30 am**