



ST FRANCIS XAVIER PRIMARY SCHOOL
PARENTS & FRIENDS COMMITTEE MEETING Minutes - July 19, 2016

Attendee's: Haley Morris, Mel Sorgiovanni, Anita Teakle, Ben Doyle, Simone Watson.
Apologies: Jacquie Warr, Tara, Kirby, Suzie Halden, Penny Walker, Kerry Jeffrey, Melissa Gray, Kym Morphew, Donna McAullife, Liz McBride
Venue: SFX Teachers Lounge
Meeting Commenced: 7:00pm

1. **Previous Minutes**

The minutes of previous meeting June 28, 2016 were accepted as a true and accurate record:
Accepted: Haley Morris Seconded: Simone Watson

2. **Business Arising from the previous minutes**

- 2.1 PA System – Has been installed and final invoice should be around \$9k.
- 2.2 Permanent screen & projector – Ben spoke with Graham (who installed the PA system) and his recommendation is that 2 large screens on wheel away stands would be more cost effective and provide better function than a projector and screen (which could be roughly \$40k in pricing and not have the quality). Currently the school has one screen on stand.
- 2.3 Pavement Painting – **Ben** will look to make contact with other schools that have used the services of EDU and seek feedback.
- 2.4 Junior Area Concepts – A meeting on the 3rd August at 3.15 has been scheduled with **Ben, Haley, Mel** and Junior teachers (**Sarah, Melinda, Michelle & Lisa**). Discussion of what they would like to have completed first. Look to stage the project. See if Tim and itemize what each feature requires and we can look to put a request out to SFX families for donations. Cost and supplies will restrict which projects we can do and when. .
- 2.5 2nd Hand Uniform Shop – P&F with the help of Suzie will look to create flyer and information for parents to have preloved uniforms purchased back to be sold at the 2nd hand uniform shop. It is recognized by the committee that Suzie has achieved a great deal for the parents and the school with \$1 for every SFX logoed piece of clothing sold, back to the school (roughly equates to \$2,500/annum) and Girls dress reducing from \$70 to \$55.
- 2.6 Crazy Camel Fundraiser – **Simone** has made contact with Crazy Camel and has received paper for 460 students to create artwork. Deadline for artwork to be returned is the 14th Nov. Will look to have artwork completed and done by week 8. **Simone** will need to print order forms and attach to for each child to complete. **Simone** also has packs for the teachers and display options (will look to take a photo and place on Facebook). Theme – What I love to do in Geraldton! **Simone** to send **Mel** list of items and cost to recreate spreadsheet for 2016.

3. **Reports:**

- 3.1 Principal's Report – Ben Doyle
Refer to Principal's report accompanying Minutes.
- 3.2 Treasurer's Report – Anita Teakle Refer Treasurer's report accompanying Minutes.

- CDF Balance	\$27,158.41
- ANZ Cheque Account	\$16,362.16
- Less funds committed	\$10,000.00
- Plus Funds to bank/transfer	\$ 400.91

TOTAL \$33,921.48

Term Deposit renewed and will expire 30.07.16. Will renew for another 3 months.

3.3 Board Report: – Ben Doyle

Board did not meet tonight due to a contractor who needed an extension to complete tender for Carpark. Will have all tenders in by the 9th August.

3.5 Calendar of Events & Fundraisers

Term 3. No events booked in due to sport commitments

Term 4. SFX Feast Day – 2nd December

Codes flyer for Bright Stars and Spencil

P&F fundraising goals

Pavement painting

Junior area

Mel to attach School Events Calendar with Minutes from **Haley**.

4. Correspondence In:

Email from Advanced Life Studios requesting interest in doing Family Portrait fundraiser. Email response to be sent from **Mel** to decline for 2016.

5. Correspondence Out:

6. General Business:

SFX Feast Day – Suggested by Ben to make this a family event funded by the SFX P&F. Look to find out costings and availability of Jump n Bump, Bungee Jump, Nagel Students (Face Painting). Provide sausage sizzle. Contact St Lawrence fete committee for other contact details.

School Concert – **Ben** to discuss with Murray and Rob (Nagel) the possibilities of using the Nagel stadium for the school concert.

K/PP Art Show – **Mel** to send feedback from last meetings minutes to Kirsten to record for future events.

7. Closed:

There being no further business to discuss the meeting closed at 8.10pm.

8. Next Meeting:

The next P&F meeting is scheduled for **7.00pm, Tuesday 20th September, 2016** in the teacher's lounge. **All welcome – BRING A S-F-X FRIEND!**

Minutes recorded by Melinda Sorgiovanni, Secretary