



ST FRANCIS XAVIER PRIMARY SCHOOL
PARENTS & FRIENDS COMMITTEE MEETING Minutes - August 16, 2016

Attendee's: Haley Morris, Mel Sorgiovanni, Ben Doyle, Simone Watson, Mel Gray, Donna McAullife, Penny Walker – ECE teachers Sarah, Michelle & Lisa
Apologies: Jacquie Warr, Tara, Kirby, Suzie Halden, Liz McBride, Anita Teakle
Venue: SFX Teachers Lounge
Meeting Commenced: 7:00pm

1. **Previous Minutes**

The minutes of previous meeting July 19, 2016 were accepted as a true and accurate record:
Accepted: Simone Watson Seconded: Ben Doyle

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

- 2.1 **Pavement Painting** – Mel spoke to two other schools to seek feedback. St Thomas More Primary School and Golden Bay Primary School. Both schools were really happy with installation and end result, too early to comment on longevity (only just completed) both schools felt that the product should be long wearing. Kids love it. Put a request to the P&F Committee to put project on hold until Junior Area be completed. All agreed to be a future consideration.
- 2.2 **Junior Area Concepts** – Michelle, Sarah & Lisa came and met with the P&F to discuss what they would like to create in the Junior area and in what order.
- Request for East end and left of entrance to be the first priority with limestone blocks to be installed.
 - Entrance will need retic to be moved (outlined by Tim's drawings) and limestone edging to be installed. Soft fall of wood chips to fill in area where old black soft fall has been removed (in preparation for the music area).
 - East end will need all fake turf to be removed and two separate limestone edges for 2 sand pits (one for around rope log bridge and the other for the base of the current pergola/to be fort).
 - New retic and grass to be laid in place of fake turf.
 - Request is for pergola to be repurposed into a fort (need ideas from Tim and confirmation from officials of required structure specifications) with sand pit underneath.
 - The remaining area to be grassed with the tunnel to be installed (concrete tunnel under grass hill) and possible wooden teepees if space available.
 - A swing chair is to be installed on grass next to rope bridge.

Agreed we will need a project manager to co-ordinate the works to be done. Tim has unfortunately been hurt and will be off work for a little while.

Ben to source quotes for retic and limestone edging. **Penny** to supply Ben with contact (Steve) for limestone walls. Could also speak with Jason from Abrolhos Landscaping.

Haley to make contact with friend Ben with possibility of another quote for works.

Mel to create blurb about project to spread the word.

- 2.3 **2nd Hand Uniform Shop** – **Mel** made contact with **Suzie** but need more time to catch up and work through possibilities for creation of info for parents. Review next meeting.
- 2.4 **Crazy Camel Fundraiser** – **Simone** has handed out all paper to classes. Timelines are:
- Artwork needs to be finished by 9th Sept.
 - Artwork to be sent home with Order forms by 12th Sept.
 - All artwork and order forms need to be back to school by 21st Sept.
 - Collate over school holidays and send to Crazy Camel before end of Oct.
- Teachers resource book is available at office with Shelley.

Simone to send photos of samples to Mel who will attempt to make a flyer for Nat for facebook. **Mel** to send school logo to Simone.

Samples will be available for Parents to look at with Shelley in the office.

2.5 Sports Carnival Location & Coffee Van – Sports carnival to remain at St Pat’s oval. Convenient as already setup from Nagel’s sports carnival. Donna will be providing sausage sizzle, hamburgers and cool drinks. OK for Coffee Van to attend. Coffee Van will also be at the School Cross Country – **Mel** to do up a flyer for facebook to let them know coffee will be available and times.

2.6 Feast Day – Looking at 2nd December 4 – 7pm. **Penny** to chase up pricing for:

- Bump n Jump – water slides
- Bungee Man
- Sumo suites
- Pony ride
- Bands (Bluebone Gropers – Leanne Spiers/Pete Newman)

Aim to make as a family sundowner and provided by the P&F.

2.7 School Concert – Request to continue with School concert on the junior oval. This will be Ben & Judi’s first one with the school. Want to keep the relaxed feel about the event. Look to make request for better sound system.

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	\$27,291.98
- ANZ Cheque Account	\$16,804.13
- Less funds committed	\$10,000.00
- Plus Funds to bank/transfer	\$ 2.91

TOTAL \$34,099.02

Term Deposit has been renewed and will expire 30.10.16.

3.3 Board Report: – Ben Doyle
Carpark has been a work in progress for the past 4 years. The board has now selected a local contractor to complete the works. Another meeting onsite today, hope to be completed within the next 6 months.

Basketball Courts cracks are being looked at and repaired. Extra draining will also be installed in the areas where water lies (drilling holes in ground with grate cover). Cathedral Avenue fencing quote for extra security for school and to deter public using school as a short cut. Consider installing lockable gate and higher fencing.

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



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4. **Correspondence In:**

Fundraising Shop – booklet, poster and info sheet posted to office. **Mel** to make contact with company for more booklets to hand out to Kindy – Yr 2 families.

Wine club fundraising info also received.

CDF Term Deposit Certificate received.

5. **Correspondence Out:**

6. **General Business:**

Adidas Fun Run – Suggested by Ben as an active fundraiser for the school for 2017.

Swimming with Sharks – **Mel G** shared details of Clara Harris who's son Sam (nearly 18 and Autistic) trying to bring awareness to living with Autism and the impact on family and life in general. Clara was very open and honest. Mel would like SFX to consider hosting a night for parents to attend to hear her story to promote awareness and perspective.

Sensory Chairs – **Mel S** asked if P&F would consider purchasing sensory chairs for the school.

7. **Closed:**

There being no further business to discuss the meeting closed at 8.37pm.

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