Meeting commenced with a Prayer: 7:00pm

Introduction of Committee and Staff:

Attendees

Parents and Friends: Angela Cassidy (President), Caterina Thompson (Vice President), Toni McGinniss (Treasurer), Joanne Brooks (Secretary), Danielle Milic, Kylie Pepper, Nerissa Peake, Lucy Gayler, Katrina Cooper, Wendy Palmer and Jane Steele

Staff: Brendan Gill, Joe Sandric, Melissa Dance and Briar Ayliffe

Apologies

Elaine Doran, Wendy Nielsen, Bec Sward, Jenelle Vince, Veronica Palmer, Caroline Jager, Debbie Wills, Pauline Keddility, Lesa Ratcliffe and Lillie Brown

Confirmation of Previous Minutes

• Treasurer advised the Fair Account Balance as at 8th May 2013 was incorrectly reported as $1,020.43 and requested it to be amended to $2,296.06
• 8 May 2013 Meeting Minutes with the above exception confirmed as True and Accurate

Moved by: Melissa Dance    Seconded by: Dan Milic

Presidents Report

• Thanks extended to everyone for attending and to all those unable to attend but showing a keen interest in being involved.

Treasurer's Report

Account Balances

<table>
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<tr>
<td>General Account</td>
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<tr>
<td>Fair Account</td>
<td>$2,296.06</td>
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During May:

• Income from Board Catering and the Mothers Day Stall received
• Funding issued to SACC for the Approved Round One Submissions.
• The Fair Account Balance as at 8th May 2013 was incorrectly reported at $1,020.43, and has been amended to the correct amount of $2,296.06
• Entertainment Book Sales are not included as yet due to Entertainment Publications not sending through the funds till August.
Principal’s and Directors Reports

Principals Report

Kingston Campus Report – Brendan Gill

- Teachers currently participating in Cluster Days.
- Ultimate Games Zone opened and positive feedback has been received.
- Thanked P & F for their support of the Resilience Session held on 27th May. Thanked all those parents who have already provided Feedback, and is very interested to hear of any other feedback in regards to the session, in particular our future directions.
- The new reporting structure is now in place, resulting in all students attending Catholic Schools in Tasmania receiving a consistent message in a standardised format.
- Empowering Local Schools Project is ongoing with teachers having analysed student data and set goals. Collection of internal data on the schools performance is continuing and the school will submit our annual PAT-Maths results to ACARA.
- Advised that NAPLAN testing has been completed and discussed the issue that while there are benefits to the regime we as a society need to control the path we take and not let the tests take control.
- Julie Cubit and Hui Furness are working on the School Mural.
- Parent and Staff feedback from the end of Term One has been reviewed by Brendan and Joe and a summary has been placed on the St Aloysius Website under Vision and Mission.
- Update on the Redevelopment plan, with Architect’s having been signed on to come in and provide suggestions and estimate of costs on the best way to implement the requirements outlined in the plan, in particular in regards to the Year Three classrooms and the addition of one extra classroom.

Huntingfield Campus Report – Joe Sandric

- The Grade 3-10 Cross Country and Assembly, the Mothers Day Stall, and Rice for the Feast Day went very well.
- Year 10 Staff attended GYC Course Counselling to assist in reviewing content and delivery of programs for next year.
- Students from year 10 participated in an Engineering challenge at UTAS which may potentially lead to an “open learning” opportunity in the future. Joe looking for Parish Help in the Maths/Science field in order to assist in maximising the benefits from this opportunity.
- Provided report on the highly successful Day at Dunalley, congratulated staff, students and families for organising, participating and assisting in the fundraising. Stated that the Principal from Dunalley Primary was particularly impressed with the Mini Do-Athon activities for the students.
- Briar Ayliffe reported that Try-a-Trade Day was a very positive and useful experience for the thirty Grade 9 students who attended, and would recommend ongoing participation in the event.
- Sam Clear who walked 15,600km across the world for Christian Unity to speak to the Grade 9 and 10 Students.

Pastoral Report

- Update on Sacramental Program
- Restorative Practice Leaders have commenced work in the Kinder and Prep Playgrounds.
- Vinnies/Mini-Vinnies held bake-off for Dunalley.
- Update on Day at Dunalley
- Update on Huntingfield Leadership Training Day
- Advised of upcoming events: Guest Speaker, Sam Clear, St Aloysius Day Mass, CSYMA Student Day Retreat
- For the Full Pastoral Associate Report, please see Appendix B located at the end of the minutes.
8.1 Fundraising Dinner
Work has commenced, with A Save the Date notice to be distributed this week, with the aim of the formal invitation with prices etc being distributed in a few weeks time.
The date and details will also be advertised in the Newsletters, with the Dinner booked for the 17th August 2013 and it is being promoted as a Boot Scootin’ Bonanza where you can dress up a little or a lot.

8.2 Games Collection
Games are slowly coming in, with Kingston Campus Office having received three bags so far. Huntingfield Campus have requested a one week extension due to Joe inadvertently forgetting to promote the collection.

8.3 Entertainment Books
• Raised over $2,000 to date with 70 books still outstanding, with a final reminder to be sent on Friday. Request was made for Joe/Brendan to ask Teachers to remind Students to return any outstanding books. It was agreed that the problem was more prevalent on the Huntingfield campus than Kingston and it was suggested by Joe that any reminder concerning return of Entertainment books and raffle books etc could be put on the Daily Brief which is collated the day before by Samantha Wilton and which is read each morning by Home room teachers.
• Nerissa Peake suggested a way to decrease next year’s number of outstanding books may be to have a register where parents can advise if you do not wish to purchase a book, it was considered that other issues may arise if this was implemented, but Melissa will take it into consideration when devising improvements for next year.

Action: Provide Update next Meeting – Melissa Dance
Action: Reminder to be put on HC Daily Brief – Melissa Dance

8.4 Social Media/Face Books Page
• School website going well but currently a work in progress with past information in the process of being added e.g. P & F Newsletters, Minutes etc
• Our Face book page also going well and has approx 160 likes and was seen as a potentially good avenue for providing information, in particular, to parents of the middle and upper school students who do not always see school notices in a timely manner.
• It was agreed that the current system of distribution of notices was very unreliable due to a number of factors and several suggestions were made in relation to improving its reliability:
  o Current system to be changed to allow the youngest child instead of the oldest child to receive the school notices.
  o File System to be implemented in each classroom (similar to Kinder) where notices are kept for when children are absent, as currently parents do not receive previous days notices if their child is absent.
  o All notices that are sent home to be posted on School Website
  o Weekly Newsletter to incorporate all notices that have been sent home that week
  o Utilise the Old Notice Board thought to be in the Art Room.
• Angela in the interests of saving the environment proposed the motion that the Parents and Friends Newsletter will be distributed in the same manner as the school Newsletter. That is, it is to be listed on the School website with an email link to registered parents, and it will no longer be provided in a hard copy and distributed via students although a few copies will still be provided at the office for those with no internet available.

Objections: None Motion Approved

Action: Find old Notice Board for P & F use by Mid July – Brendan
Action: Review Current Notice Distribution System and Suggested Improvements and Provide framework and timeline for Implementation of an Improved System by August Meeting – Brendan

8.5 St Aloysius College and Parish Fair
• Angela advised that donations for the fair raffle have been progressing well, but in previous years the P & F have nearly always partly subsidised, and in last year’s case fully funded, the major prize due to $1,000 donations being fairly scarce.
• Rather than each year having to obtain permission at a P & F Meeting for approval, Angela proposes that the P & F approves the following:
  
  “Each year the P & F Committee made up of the President, Vice President, Treasurer and Secretary have the power to approve, or not approve, the P & F contributing to the First Prize of the St Aloysius College and Parish Fair Raffle an amount between $500 and $1,000 that can be used by itself or preferably in partnership with another donation to make up the First Prize for the Raffle.”

  
  
  Approved: Briar Ayliffe  
  Seconded: Melissa Dance  
  Opposed: None

• Angela met with Brendan and Samantha to discuss Fundraising Days for this term, it was decided that
  
  o A Free Dress Day would be held on the 28th June to raise money for the ingredients for the Sweet Stall for the Fair. It was suggested as a PJ Day or other dress up day but was opposed by the P & F attendees due to several potential issues and therefore agreed it would just be a Free Dress Day with no Theme.
  o Although the Huntingfield campus offered to run a Sausage Sizzle in Second Term it was decided there was too much happening and therefore was delayed to the 13 August for the Kingston Campus and the 14th August for Huntingfield.
  o Joe advised that on the 21st June the whole School will be at Huntingfield for an assembly and he would like to provide, with our help, a sausage to each person, it was thought that providing 800 sausages may prove problematic and icy poles were suggested as a realistic alternative, which Joe is going to investigate.
  o Tombola Stall Free Dress Day planned for 4th Term due to the issue of Storage.
  o Bring a Book, Toy and/or Bag of Clothes Day planned for Friday 9th August 2013.

8.6 Mothers Day Stall
• Figures are finalised with approx $3,000 worth of gifts sold, associated expenses were approx $1,500, resulting in approx $1,500 in profit and many happy children and mothers.
• Everyone is looking forward to the Fathers Day stall, with the purchasing of gifts underway, and with many of the suggested improvements resulting in feedback received following the Mothers Day being incorporated into the Stall, including holding the stall on separate days for the two campuses and the pacing of students through the Huntingfield stall. If anyone has any other positive or negative feedback, Angela Cassidy would love to hear from you on 0438 293 638.
• The Fathers Day Stall is scheduled for Huntingfield Campus on Wednesday 28th August and for the Kingston Campus on Thursday 29th August.

8.7 Resilience Information Session
Feedback received was positive and congratulations to the winners of the Lucky door prize on the night - Danielle Milic, Bec Sward and Dearne O’Halloran.

8.8 Funding Submissions
• Brendan and Toni to follow up issue of headphones being purchased without approval.
• Round 2 Funding Submissions close on the 26th July 2013 and will be presented at the 7th August 2013 Meeting
• Applications are welcomed from Parents, Students or Parishioners as well as Teachers and can be submitted to Angela Cassidy
• Staff applications to be submitted to relevant Director, who will review and collate before forwarding to P & F
  
  Action: Follow up issue of headphones being purchased which were not approved.- Brendan and Toni

8.9 Chess Set
• Brendan reported that the small and large chess set had both been found, with the large one being utilised in the game zone area while the small one currently requiring repairs and is on Cesar’s to do list.
9.1 Kingston Campus Disco
• Booked for 20th September 2013 in the Sisters of Charity Centre.
• Joe advised Grade 9 are prepared to organise and provide assistance at the Disco and put forward the possibility that it could be held during the school day, which has the additional benefit of avoiding the legal regulations which are imposed on us when we hold the disco after School Hours. Angela to liaise with Joe and Brendan re assistance required from P & F. It was agreed that it would be a free dress day(Disco Theme) with more details to be confirmed at the next meeting.

  Action: Liaise with Joe and Brendan re assistance required from P & F by Aug 13 meeting - Angela Cassidy

9.2 Dunking Machine
• Compliance testing on the dunking machine has been successfully completed as directed by Peter Hayes. The report is on file with approval granted for the machine to be hired out. It is pick-up only, with a Ute and Trailer required to transport it, and is currently booked to Calvin Christen School for next week and Deep South Entertainment after that.
• It is charged out to businesses at a rate of $100 plus a security deposit, which will be lost if damaged, with local schools and other Catholic Schools receiving the discounted rate of $50 plus deposit.

  Action: An update including on-going Maintenance report due Feb 2014 Meeting– Angela Cassidy

Correspondence In/Out
• Flyer request for Donation of Games to the School for distribution to the Library and SRC Games Club distributed by P & F President during May

Grade Representative Items
• No Grade Rep items were raised this month.

General Business
• No General Business to discuss.

Next Meeting 7\textsuperscript{th} August 2013 - 7pm
Meeting concluded: 8.36pm

Minutes
Prepared by: Joanne Brooks
<table>
<thead>
<tr>
<th>Date Raised</th>
<th>Issue</th>
<th>Action</th>
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<th>Due Date</th>
<th>Comments</th>
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<tbody>
<tr>
<td>March 2013</td>
<td>Grade 10 Plaque</td>
<td>Angela to confirm quotes with Samantha Wilton and provide update at Aug Meeting.</td>
<td>Angela Cassidy</td>
<td>Aug 13</td>
<td></td>
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<tr>
<td>March 2013</td>
<td>Welcome BBQ</td>
<td>Review list of improvement ideas- Add to Dec 13 Agenda</td>
<td>Joanne Brooks</td>
<td>Dec 2013 Meeting</td>
<td></td>
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<tr>
<td>March 2013</td>
<td>Basketball/Netball Hoop – Kingston</td>
<td>To be reviewed once the 1.5M Development Fund List is prioritised to ensure new area includes Multipurpose Basketball/Netball Hoop or an appropriate substitute.</td>
<td>Nicole White</td>
<td>Dec 2013</td>
<td></td>
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<tr>
<td>March 2013</td>
<td>Business Calendar 2013</td>
<td>Update to be added to Agenda</td>
<td>Joanne Brooks</td>
<td>Sep 2013 Meeting</td>
<td></td>
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<tr>
<td>March 2013</td>
<td>Fundraising Dinner</td>
<td>Regular updates to the Meeting and contact Linda Bonnitcha re Vet Students</td>
<td>Toni McGinniss</td>
<td>Aug 2013 Meeting</td>
<td></td>
</tr>
<tr>
<td>March 2013</td>
<td>Kingborough Helping Hands</td>
<td>Details and volunteer request to be reported in next P &amp; F Newsletter</td>
<td>Angela Cassidy</td>
<td>On Hold until the Van becomes Available</td>
<td></td>
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<tr>
<td>March 2013</td>
<td>Kingborough Helping Hands</td>
<td>Volunteer Details to be forwarded to Edna</td>
<td>Angela</td>
<td></td>
<td></td>
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<tr>
<td>March 2013</td>
<td>Kingborough Helping Hands</td>
<td>Discuss possibility of organising groups by Grade Rep</td>
<td>Angela/Elaine</td>
<td></td>
<td></td>
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<tr>
<td>March 2013</td>
<td>Kingborough Helping Hands</td>
<td>Discuss possibility of Secondary School being involved in Preparation</td>
<td>Joe/Elaine</td>
<td></td>
<td></td>
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<tr>
<td>March 2013</td>
<td>Kingborough Helping Hands</td>
<td>Invite Edna/Leanne to next meeting to discuss Training requirements</td>
<td>Angela Cassidy</td>
<td></td>
<td></td>
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<tr>
<td>April 2013</td>
<td>Kingston Campus Disco</td>
<td>Angela to liaise with Joe and Brendan re assistance required from P &amp; F</td>
<td>Angela Cassidy</td>
<td>Aug 2013 Meeting</td>
<td></td>
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<tr>
<td>April 2013</td>
<td>Fund Raising</td>
<td>Discuss with Sandra Brady bringing forward some Fair Fundraisers to Term 2 e.g. Sweet Stall Fundraiser</td>
<td>Angela Cassidy</td>
<td>Jun 2013 Meeting</td>
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<tr>
<td>April 2013</td>
<td>Donation of Games for Library Games Area</td>
<td>Discuss with Toy Stall Fair Co-ord for Sarah and other Teachers to have first option of games donated at Fair</td>
<td>Joanne Brooks</td>
<td>June 2013 Meeting</td>
<td></td>
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<tr>
<td>May 2013</td>
<td>Sandpit Cover in Main Playground</td>
<td>Angela/Brendan to obtain further details of parents enquiry from last year and will provide update at August Meeting.</td>
<td>Angela Cassidy</td>
<td>August 2013 Meeting</td>
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<td>May 2013</td>
<td>Potential Uniform Review in 2014</td>
<td>Discuss if a Uniform Review is required in 2014</td>
<td>Angela Cassidy</td>
<td>December 2013 Meeting</td>
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<tr>
<td>June 2013</td>
<td>Review Dunking Machine</td>
<td>Review Dunking Machine hire practices and discuss the rules regarding ongoing Maintenance requirements.</td>
<td>Angela Cassidy</td>
<td>February 2014 Meeting</td>
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<td>June 2013</td>
<td>Funding Submission</td>
<td>Purchase of headphones not approved</td>
<td>Brendan &amp; Toni</td>
<td>July</td>
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<tr>
<td>June 2013</td>
<td>Entertainment Books</td>
<td>Provide Update next Meeting and contact Samantha Wilton to add reminder onto HC Daily Brief</td>
<td>Melissa Dance</td>
<td>August Meeting</td>
<td></td>
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<tr>
<td>June 2013</td>
<td>Improved method of Distribution of School Notices</td>
<td>Locate old Notice Board for P &amp; F use Review current notice distribution system and suggested Improvements and provide framework and timeline for implementation of an Improved System</td>
<td>Brendan</td>
<td>August Meeting</td>
<td></td>
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Appendix B

PASTORAL ASSOCIATE REPORT – June 2013 Leanne Prichard

COLLEGE/PARISH LINKS:

Sacramental Program:
Families have been working with their children on preparing for the Sacrament of Confirmation. Many candidates have attended weekend Masses in recent weeks to receive copies of the Gifts of the Spirit and the Apostle’s Creed. A reminder to parents that the next Parent/Child session will be held on the 19th June at 7pm in the Church. Confirmation is now only a few weeks’ away, on Wednesday 26th June.

Our Grade 9/10 CSYMA class are busy preparing a session on Confirmation for all St. Aloysius Grade 4 students which will be held on Monday 17th June at the Kingston Campus. There will also be a reconciliation service for all students preparing for Confirmation on Thursday 20th June at 2pm in the church.

OUTREACH:

Restorative Practice Leaders: There are 30 eager Grade 4 Restorative Practice leaders on the Kingston campus who are all now trained and have started helping out in the Kinder and Prep playgrounds during lunchtimes. They have chosen a new name to fit in with our Four B’s – they are called “the Busy Bees!” They have visited all Prep and Kinder classes to explain their role and are now enjoying working in the playground.

Vinnies/Mini-Vinnies - Their first job for our Vinnies group this term was to organise a bake-off for Dunalley which they did this Monday. Thank you to all the parents who provided ingredients for this bake-off. The students and staff from Dunalley Primary school loved the yummy treats that were made!
**Day at Dunalley:** Yesterday our CSYMA/Community Service class, together with the Grade 4 SRC students, and other students from Grades 5-9 travelled to Dunalley to provide a day of fun, food and activities for the 110 students of Dunalley Primary School. The main aim was to put together the garden beds, which were the inspiration of Grade 9 student Oliver Ditcham, but, as we had the donation of a bus and driver from Wisby’s, we decided to make a day of it, providing games, a craft activity and other events for the children. We also provided an amazing morning tea, thanks to our Vinnies/Mini-Vinnies bake off, and the families of our students who were involved, and a BBQ lunch donated by Bayview Grocer.

This day was an overwhelming success, and one of the highlights of the year so far. The Grade 9 students did a fabulous job leading the various activities and the other students who attended were a credit to the College. The Ditcham family are to be congratulated for all the hard work behind the scenes, planning all the supplies and equipment for the flower beds. Thanks to Ann Menezies who designed and coordinated the painting of pavers in a theme - these will become a special feature of the new Dunalley school and a long-lasting reminder of the day.

Special thanks to all the families who supported our Do-A-Thon and Hawaii Five-O days which raised $2000 which funded all the materials for the garden beds, as well as tools, gloves and watering cans for the students. We also had enough money for two gifts for the staff of Dunalley - a $300 voucher for Windmill Educational supplies, and $315 towards a staff meal.

The Principal of Dunalley was extremely happy with the day, and he commented that, while they had already received many donations from other sources, this was the first time a group had actually come to spend time with the students. Another great example of how our St. Aloysius Community actively responds to those in need in our community.

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**Huntingfield Leadership Training Day:** On Thursday 23rd May, our Grade 10 student leaders facilitated a great leadership training session for our new Faith & Mission, Academic, Arts and Culture and Sports leaders. They looked at things like What makes a good leader? and How to work as part of a team. The most important part of the day was working in their teams to set some goals and plan some activities for the rest of the year. The teams have already begun planning new projects.