



# ST ALOYSIUS CATHOLIC COLLEGE

## Parents & Friends Association

### Parents and Friends Meeting

Wednesday, 8 May 2013

Meeting commenced with a Prayer: 7:09pm

#### Introduction of Committee and Staff:

##### Attendees

**Parents and Friends:** Angela Cassidy (President), Caterina Thompson (Vice President), Toni McGinniss (Treasurer), Debbie Wills (Acting Secretary), Lucy Gayler, Wendy Neilson, Lillie Brown, Michelle Turner and Danielle Milic

**Staff:** Elaine Doran, Joe Sandric, Briar Ayliffe, Carmel Shelverton, Georgie Fleming, Anne Blythe, Frances Cole, Megan Taskunas and Melissa Dance

##### Apologies

Joanne Brooks (Secretary), Bec Sward, Erica Ramage, Katrina Cooper, Wendy Palmer, Brendan Gill, Caroline Jager, Leah Willis, Sandra Brady, Lesa Ratcliffe, Veronica Palmer, Jane Steele, Nerissa Peake, Gabby Fisher and Leanne Pritchard

#### Confirmation of Previous Minutes

- 10 April 2013 Meeting Minutes Confirmed as True and Accurate

**Moved by:** Wendy Neilson

**Seconded by:** Toni McGinniss

#### Presidents Report

- Thanks extended to everyone for attending and to all those unable to attend. It was noted that the meeting attendance was much larger than expected and that there is currently a strong interest in, and support for, the P & F Association. The level of involvement is a positive step forward for the P & F.

#### Treasurer's Report

- No banking; however there will be funds still to come in from the Mothers day stall and the Entertainment books. The details will be provided at the next meeting.

#### Account Balances

General Account as at 8 <sup>th</sup> May 2013	\$32,164.30
Fair Account as at 8 <sup>th</sup> May 2013	\$2,296.06

#### During May:

Invoice issued to the College Advisory Board for catering for \$125.00

Life be in it invoice for \$75 has been received and paid.

Details of the Round 1 funding submissions will be finalised and a cheque issued to SACC as soon as possible.

**Moved by:** Michelle Turner

**Seconded by:** Caterina Thompson

### Principals Report- Elaine Doran:

- Advised of new staff members and temporary staff changes:
  - Mr Chris Littlejohn and Mr Tom Poulos have been appointed as ICT technicians and Jodi Griggs appointed as Teacher Assistant at the Kingston Campus.
  - Elaine Doran to commence overseas Renewal/Study leave on Wednesday 15<sup>th</sup> May, returning on Monday 15<sup>th</sup> July.
  - Joe Sandric and Brendan Gill to take on higher duties as Acting Co-Principles during this time.
- Grade 10 Plaques – quotes have been provided to Angela
  - A4 Stainless plaque 2mm thick: \$220 for 35 – 60 names, \$275 for 90 names, supply only.
  - Elaine requested Angela work with Elaine's Personal Assistant Samantha Wilton to arrange the quotes when a decision has been made.
  - Larger plaque would be preferable to allow for future larger grade 10 cohorts.
  - Utility officer will put up plaque; the prices provided did not include installation in the quote.
  - The whole of each grade 10 cohort will go on a plaque each year.
  - Exterior plaques to be positioned on the wall behind the library facing the gym in walkway, this will provide space for many years of plaques.
  - The plaque might say '2012 Grade 10' – sponsored by P & F which was thought to be a good idea.
  - All present were in favour as long as plaques stay at the school (queried by Wendy Neilson)
- College Website
  - The new website is now live at: [www.staloyious.tas.edu.au](http://www.staloyious.tas.edu.au)
  - To upload any P & F information please contact Elaine's Personal Assistant Samantha Wilton
  - It would be great to keep the website up to date with current information – P & F to assist by providing information to Samantha of news and events.
- Grade 3-10 Cross Country Event and Assembly
  - This was a fabulous day. It was terrific to have such a strong level of participation by the children.
  - There were very small point margins between the teams.
  - Children placed in positions 1 – 8 will represent school at upcoming events
  - An exciting assembly was held this afternoon with all Grade 3 to 10 attending where students received recognition awards for their contributions during Term 1.
- Classroom Security at the Huntingfield Classes
  - The utilities officer Scott Robertson worked during the holidays to ensure all doors are lockable.
  - All home rooms are now lockable and teachers have been asked to ensure that doors are locked at recess and lunch times.
- Giant chess set at the Kingston Campus
  - The large chess set has been found, it is being stored at the Kinston Campus.
  - Cesar Villanueva is now in the process of painting a chessboard in front of the Sisters of Charity Centre which should be ready within the next couple of weeks.
  - Wendy Neilson queried whether the smaller chess set had been found. P & F to follow up with Cesar.
- A list of important dates was provided including:
  - NAPLAN – Tuesday 15<sup>th</sup> to Thursday 17<sup>th</sup> May
  - Black and White Day – Friday 24<sup>th</sup> May
  - Centacare Family Life Program Tuesday 18<sup>th</sup> to Thursday 20<sup>th</sup> June
  - St Aloysius Day – Friday 21<sup>st</sup> June - Mass and activities will be held
  - Grade 7 fashion parade – - Wednesday 3<sup>rd</sup> July - special staff guests again this year
  - Huntingfield Disco – Linda Bonnitcha to organise

## Kingston Campus Report – (Brendan Gill) – read by Georgie Fleming

1. We are back into the swing of Term Two. So far the new Four Term structure has been highly successful.

### Thank You

2. Thank you to the P&F for their wonderful effort today at the Mother's Day stall. It was of a professional standard and well organised. There was a lot of parent support, congratulations particularly to Lisa and Angela. The lovely gifts will be much appreciated by the mothers in our school community.
3. Thanks to the P&F for their generous financial contributions at the previous meeting. The staff is much appreciative. Objects are being purchased and will improve the overall wellbeing of students at the College.

### Looking ahead to Term Two: Feedback

4. Joe and Brendan are currently in the process of reviewing parent feedback from the end of term one. They are planning to issue a response to parents. The feedback has been fantastic and will help improve the College.

### Parent Sessions on 27 May

5. On Monday 27th May there is a Parent session on 'Building Resilience in our Children' hosted by Denise Long from 6.30pm to 7.30pm. This is an excellent opportunity for parents to help engage in their child's social and emotional learning. Denise is very experienced. True partnership between parents and schools is vital for continual improvement in our outcomes. As Kathleen Rangiawha, President of the Parent Representative Council for Paramatta says:

*Parents who are genuinely engaged in their child's learning have a clear idea of what their supportive role is. Schools that recognise parents as stakeholders in this shared journey create authentic opportunities for a community of learners who will positively influence our children. I am a great believer of 'it takes a village to raise a child'.*

6. Brendan has also spoken to Angela about P&F support at this meeting. This could come at a number of levels:
  - Catering
  - Lucky door prizes (great idea Angela)
  - Being a positive voice in the school community about the event
7. Any support would be very much appreciated.

### Reporting

8. Reporting at the Kingston Campus is changing considerably in 2013. Staff is currently undertaking professional development in the new reporting process. We are currently planning to hold a parent information night in Week 8, as reports will be issued in Week 9.

Brendan sent his apologies for not being able to make the meeting: St Aloysius Catholic College is a wonderful place. I strongly value the strong sense of community and this is enriched by the Parents and Friends association.

## Huntingfield Campus Report – Joe Sandric

- Lunchtime concerts by Year 9 music students – led by student leaders
- Larger SRC grade 5 to 9
- Professional learning for staff – whole college ELS program for all Primary teachers and teachers of Maths. Led to discussion on the type of teaching that "hits the mark" with specific students.
- Network Meeting, particularly year 5 and 6 teachers focusing on sharing of resources moderation – Simon Eade is leading staff through moderation process.
- Duke of Edinburgh's Awards – grade 9 and 10 over 72 children are participating. Year 9 and 10 "Duke" students have been on surfing excursions – Joe not attending surfing classes due to lack of skills
- Selected Year 9 and 10 students went to the University to compete in a Science and Engineering competition
- The photo days were a great One College event which ran very smoothly with plenty of smiles.
- Year 5, 6 and 7 students had a Village Space in the Hall. This is a drama group that enacts and break open topical issues such as immigration and the detention process in Australia. This supplemented the work done in 'Globals' by grades 5 to 8. The presentations were excellent – including participation from student volunteers.

- Leanne Pritchard has been away at the CSYMA PD.
- Brendan and Joe had requested staff and parent feedback on the term. Thank you to all that provided feedback provided formally and informally, it is appreciated. They are collating the results and results will be communicated as soon as possible.
- The year 3 to 10 Cross country and Assembly held today were both very successful.
- The Assembly was a highlight being well led by grade 10 leaders and containing awards, music and drama. It was great to have the grades 3 and 4 there emphasising the importance of one college two campuses concept.
- The P & F Mothers Day stall was fantastic.
- Allan Stretton from the CEO has been working with staff on planning.
- Combined netball and football day on Friday for grades 5 and 6, with Year 9 and 10 students to umpire.

Angela Cassidy commented that it is pleasing to hear received feedback. Joe said that some feedback was received through the requests sent home to parents and further feedback was provided more informally indicating that the channels for feedback have been opened.

## Pastoral Report

**Prepared by Leanne Pritchard – read by Elaine Doran:**

### College/Parish Links:

- Sacramental Program – This term is very busy for the sacramental program with Confirmation happening on Wednesday 26<sup>th</sup> June. The first parent/child sessions to be held on Wednesday 15<sup>th</sup> May in the Church. Please check the newsletter and website regularly for updates on the program.
- Huntingfield Masses – All students will attend a mass over the next three weeks with the theme of the Beatitudes. Family Chris to shed some light on the importance of the Beatitudes and how they relate to our “Be-Attitudes” of Be Safe, Be Fair, Be Respectful and Be A Learner. Parents are most welcome to come along to any of our Huntingfield Masses in the Chapel – 10.25am on Thursdays.
- Parish Volunteers – All parish volunteers now begun supporting classes at the Kingston Campus and are enjoying working with our students. The staff appreciates the assistance and support they offer.

### Outreach

- Restorative Practice Leaders – Grade 4 Restorative Practice leaders had a successful training session at the end of last term and they will finish their training over the next week. These students will then visit the Kinder and Prep classes to explain their role before they starts duties in the playground.
- Vinnies/Mini-Vinnies – Live below the Line Rice Day – 9<sup>th</sup> May – Five members of the College community are involved in the international challenge of living on \$2 a day for five days. An amazing 75 staff and students today signed up for the rice lunch with all money to go to the Oaktree Foundation supporting educational programs in PND and Cambodia. Donations can be made at <https://www.livebelowtheline.com.au/team/st-alloysious-tas>. The team has already raised over \$1 500 and all donations are tax deductible. For more information please see [www.livebelowtheline.com.au](http://www.livebelowtheline.com.au).

Vinnies Youth Leadership Retreat – report by Denbeigh Bogert & Dan Prichard who attended a special Vinnies retreat during the holidays with students from other school: RISE AND SHINE – VINNIES LEADERSHIP RETREAT: On the 19<sup>th</sup> April, the first weekend of the holidays, we went to the Orana Guide camp to participate in the Vinnies ‘Arise and Shine retreat’. The retreat consisted of various activities such as laughing workshops, a buddy day with Bright Stars Children from Down Syndrome Tasmania, as well as learning how to break free from the ‘norm’ and stepping out of your comfort zone to express the ‘true you’. Over the three days friendships were created and amazing memories were made. We were very lucky to be a part of this camp.

## Business Arising from Previous Minutes

### 8.1 Social Media

- After discussion with Elaine the site is ready and will hopefully go live on Monday
- It will be labelled as a P & F site for the school and it is intended to provide information not as a forum of complaint
- We will monitor the site and reassess in the future –if any problems are experienced we can always close it down
- Elaine- commented that the site will provide a wonderful forum for parents – the only concern was if it was fully open that parents and the P & F might be targeted personally, however keeping it closed will alleviate that whilst allowing positive feedback

**Action: Provide update Jun Meeting – Angela Cassidy**

### 8.2 Mother's Day Stall

- Huge success with over 780 gifts sold.
- Tokens worked beautifully, teachers informed, every child walked out with a present
- Other children forgot – will pick up their presents tomorrow
- Aim to ensure gift is valued at the price paid by the student
- Beautifully wrapped
- Parent commented all parents will be thankful for beautiful gifts, Toni mentioned huge bargain with scarves which all sold - \$10 gift for \$5
- Inundated in lunchtime at Huntingfield
- Due to success already planning for Father's Day – have separate days for each campus
- Special thank you to Lesa Ratcliffe for all her hard work in buying and wrapping of the gifts.
- Thank you to all the ladies who assisted at the stalls: Tanya Griggs, Leah Kelly, Bec Sward, Priscilla Doyle, Kylie Shelverton, Lisa Kean, Wendy Palmer, Melissa Dance and Lesa Ratcliffe.
- Big thank you to all the parents and students who supported the stall.
- Final figures are yet to be confirmed and will be updated at the next meeting.

- **Action: Provide update Jun Meeting – Angela Cassidy**

### 8.2 Funding Submissions

- Toni in the process of confirming funds to be transferred to the College.
- Carmel Shelverton thanked P & F for the funding received for a whiteboard in the last funding round
- Elaine stated Mike Ingham has purchased the Green house and is currently looking for space to put it.
- Toni queried what Mr Lowe thought of his very successful funding application – Elaine said very pleased.
- Angela thanked Lucy Gayler for her idea re donation of unwanted board games & puzzles and will follow up with flyer in May 13.

**Action: Provide update Jun Meeting – Toni McGinnis & Angela Cassidy**

### 8.3 Entertainment Books

- People still ordering, still a few to come back, highest number sold to one family is eight.

**Action: Provide update Jun Meeting – Melissa Dance**

### 8.5 Security Huntingfield Campus – see Principal's Report

**Action: Completed**

### 8.6 Giant Chess Set - see Principal's Report

**Action: Provide update next Jun Meeting – Angela Cassidy**

## Agenda Items

### 9.1 New College Website Update - see Principal's Report



## 9.2 College Fair

- Currently in process of planning for the College Fair. Next meeting next week. 15<sup>th</sup> May 13.
- Flyer will go out this month looking for support for prizes for raffle and chocolate wheel.
- Work out timeline at next meeting and let families know in advance so can be prepared – e.g. collect tombola jars etc.
- Suggestion that students from Huntingfield contribute Tombola jars also as the stall was sold out very quickly last time. Angela will liaise with Rosie Johnson re this option.
- Elaine – if every student brought tombola jars it would result in a huge contribution.
- Past years – students fund raising art, last year Huntingfield student's woodwork – could we incorporate student's work?
- Joe advised that students will buddy up Huntingfield students with Kingston classes to support stalls.
- Wendy – students at Huntingfield could bake cakes – need to liaise with Sonia Andrews.
- Elaine said now that we have full classes we will be able to have further input. Each class had a stall last year which helped.
- Fair held at Kingston because it is a Parish and School combined fair so will always be at Kingston campus. – Elaine - fair also held at Kingston campus because catches passing traffic.

**Action: Provide Update at Jun Meeting – Angela Cassidy**

**Action: Elaine to liaise with Rosie re Huntingfield providing Tombola Jars**

## Correspondence In/Out

10. No correspondence recorded

## Grade Representative Items

### 11 Grade Rep.

- Query on summer uniform for girls.
- Elaine – commented that to keep the price down we have one uniform for girls.
- Suggestion by Janelle about fabric – girls wear boxer shirts underneath.
- Angela advised that the uniform still quite new, the College could look at the option of a five year review which would be 2014.
- Elaine – input from various parties was sought when the uniform was decided upon including parents and staff. The uniform was thus decided upon together. Uniform is the biggest ticket item in any school. At end of day would be a board decision – would come from a board level.

**Action: Follow up discussion in Dec 13 Meeting**

## General Business

### 12 General Business

- Angela enquired re sand pit cover in the main playground – asked by a parent.  
**Action: Angela to follow up with Brendan provide update next meeting - Aug 13 Meeting**
- Resilience night – P & F to support and promote – free night, P & F will be providing supper – looking at purchase price of books, P & F to purchase maybe and use as lucky door prize on the night.
- Angela – P & F constitution hasn't been updated since 2008 – Caterina revising, all committees roles and grade roles to P & F Association to ensure wording similar.

Next Meeting Wed 5<sup>th</sup> Jun 2013 - 7pm

Meeting concluded: 8.10 pm

## Minutes

**Prepared by:** Debbie Wills

Action List

Date Raised	Issue	Action	Assigned To	Due Date	Comments
March 2013	Grade 10 Plaque	Angela to confirm quotes with Samantha Wilton and provide update at Aug Meeting.	Angela Cassidy	Aug 13	
March 2013	Welcome BBQ	Review list of improvement ideas- Add to Dec 13 Agenda	Joanne Brooks	Dec 2013 Meeting	
March 2013	Basketball/Netball Hoop – Kingston	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.	Nicole White	Dec 2013	
April 2013	Dunking Machine	Peter Hayes to provide report	Angela Cassidy	Jun 2013 Meeting	
March 2013	Business Calendar 2013	Update to be added to Agenda	Joanne Brooks	Sep 2013 Meeting	
March 2013	Fundraising Dinner	Regular updates to the Meeting and contact Linda Bonnitcha re Vet Students	Toni McGinniss	Jun 2013 Meeting	
April 2013	Social Media	Meet with Principal and Directors to discuss what information will appear on the page/group.	Angela Cassidy	May 2013 Meeting	Completed
March 2013	Kingborough Helping Hands	Details and volunteer request to be reported in next P & F Newsletter	Angela Cassidy	On Hold until the Van becomes Available	
		Volunteer Details to be forwarded to Edna	Angela Cassidy		
		Discuss possibility of organising groups by Grade Rep	Angela/Elaine		
		Discuss possibility of Secondary School being involved in Preparation	Joe/Elaine		
		Invite Edna/Leanne to next meeting to discuss Training requirements	Angela Cassidy		
April 2013	Kingston Campus Disco	Advertise for a disco co-ordinator in P & F and School Newsletter	Angela Cassidy	Jun 2013 Meeting	
		Book Scott Robinson as DJ			
April 2013	Fund Raising	Discuss with Sandra Brady bringing forward some Fair Fundraisers to Term 2 e.g. Sweet Stall Fundraiser	Angela Cassidy	Jun 2013 Meeting	
April 2013	Inadequate security at Huntingfield Campus	Elaine to investigate the option of locking classrooms at recess and lunch	Elaine Doran	May 2013 Meeting	Completed - Classrooms now lockable
April 2013	Missing Giant Chess Set	Locate Giant Chess Set previously purchased by P & F	ElaineDoran	May 2013 Meeting	The large set has been found, the other set is being located.
April 2013	Donation of Games for Library Games Area	Distribution of Flyer to parents requesting donation of games in good condition	Angela Cassidy	May 2013 Meeting	Completed
April 2013		Discuss with Toy Stall Fair Co-ord.for Sarah and other Teachers to have first option of games donated at Fair	Angela Cassidy	June 2013 Meeting	
May 2013	Sandpit Cover in Main Playground	Angela/Brendan to obtain further details of parents enquiry from last year and will provide update at August Meeting.	Angela Cassidy	August 2013 Meeting	
May 2013	Potential Uniform Review in 2014	Discuss if a Uniform Review is required in 2014	Angela Cassidy	December 2013 Meeting	