



Parents and Friends Meeting

Wednesday, 22nd April 2015

Meeting commenced with a Prayer: 7:20pm

Introduction of Committee and Staff:

Attendees

Parents and Friends: Dion Flanagan(President), Selina Munro(Vice President), Lizzie Donovan(Treasurer), Kate Broadhurst(Secretary), Toni McGinniss, Joanne Brooks, Melissa Dance, Caterina Thompson, Wendy Nielsen, Angela Cassidy, Melanie Crayford, Jimena Strk, Veronica Palmer, Danielle Milic, Briar Ayliffe, Jayne Duffy and Martina MacFarlane.

Staff: Elaine Doran, Joe Sandric, Donna Duggan, Erminia Sorella, Natasha Harris, Jenine Santalucia, Martin McManus, Camille Newton, Ann Menezies, Rachel Honner, Andrea Reece and Stevee Gardner

Apologies

Brendan Gill, Leanne Prichard, Julie Osborne, Donna Brown, Bec Sward, and Philippa Morgan.

Confirmation of Previous Minutes

The 11th March 2015 Meeting Minutes were confirmed as True and Accurate.

Moved by: Danielle Milic **Seconded by:** Joanne Brooks

President's Report

Dion advised that it has been a quiet month since last meeting with 2 weeks of school holidays. Since the March meeting we have had volunteers come forward to be coordinator for the Mid-Year Function (Veronica Palmer), Grade 6 Rep (Donna Brown) and Grade 10 Rep (Andrea Reece).

Treasurer's Report

Account Balances

General Account as at 11th March 2015	\$28,653.39
Fair Account as at 11th March 2015	\$ 251.67

Decrease in the General Account balance from \$29,184.73 in March to \$28,653.39 due to expenses for the Mother's Day Stall, \$2000. No return as yet on this money as the Mother's Day Stall will be held in 2 weeks. The revenue from the Easter Raffle of \$1560 has also been deposited into the General Account.

Principal's and Director's Reports

Principal's Report - Elaine Doran

- Provided advance notice that Grandparents' Day, along with Footy Colours Day will be celebrated on Friday 25th September.
- Highlighted a number of activities and events which staff and students participated in during first term, including Ash Wednesday, Lent and Holy Week Masses and Liturgies, College/Parish Mass, Commencement Mass, Purple Day, Grade 5-10 cyber safety sessions, Meet and Greet the Teachers, Grade 9 & 10 VET Construction and Engineering at St James Catholic College, Grade 10 retreat day, Grade 10 Leaders camp, Grade 8 camp, Grade 4 camp, swimming carnivals and Parent/Teacher Goal Setting Consultations.
- Advised of a number of anticipated activities and events for Term 2. Including St Aloysius Day Mass and activities afternoon on the 18th June, Sacrament of Confirmation, Anzac Day dawn service, Interviews for prospective families for 2016 Kindergarten and Grade 7 enrolments, Grade 4B & 4W camp, Grade 5 camp, Grade 3-10 Cross Country, NAPLAN testing, Catholic Schools Cyber Awareness Week, Grade 10 information sessions and careers expo at Guilford Young College regarding their enrolment at the College for Grades 11 & 12 and Mid-Year Reports will be issued on 30th June.
- Advised that all capital works at the Kingston Campus have been completed and that new items of furniture that have been ordered for the classrooms, offices and library have started to arrive. New lines have been painted on the asphalt area. Also planning some garden ideas for the area where the old toilets were.
- Provided an update as to the capital works for Huntingfield Campus. Initial plans have been lodged with the Kingborough Council. The plans incorporate relocation of the Library and Visual Arts room, development of woodwork, metal work and computer facilities. Construction is due to start in June and be completed by the end of 2015.
- Advised of staff news.
- Please see Appendix B (located at the end of the minutes) for the detailed report.

Joint Director's Report - Joe Sandric

- Joe (on Brendan's behalf) reported that it has been an excellent start to the year at Kingston Campus and that the dust has settled. Kingston Campus will have their first assembly for the year on Thursday 30th April at 2pm and everyone is welcome to attend. Brendan has received a

lot of positive feedback in particular to the removal of the old toilet block and the wonderful community space that has developed in that area.

- Advised that the Parent/Teacher Goal Setting consultations were held at Huntingfield, this is the second year that all consultations were held at Huntingfield. About 57 families have children on both campuses and the feedback has been positive again this year. Focused this year on working on goal setting.
- Joe reported that towards end of Term 1 the Grade 8's had their camp, the weather was appalling but the camp was great and the Grade 8's came back really pumped. A new version of Grade 7 camp is happening at the end of the year, aimed at helping to prepare students for Grade 8 camp. Peter Kay and James Hickey are organising Grade 9 camp and students will choose which camp they would like to do. Thanks to Peter Kay we have been able to do these Grade 7/8 camps.
- Reported that a number of students participated in the Palm Sunday Pilgrimage.
- Advised that the VET program is going really well and 17 students from Grade 9 & 10 are participating and it is a great pathway for those wanting to go into engineering or a trade.
- Continuing to work at Kinder - Grade 8 Literacy program, Grades 5 & 6 is going really well and the teachers are working with the Catholic Education Office to refine the program for Grades 7 & 8.
- A number of students would be attending the Anzac Day Dawn Service Saturday.
- Please see Appendix C (located at the end of the minutes) for the detailed report.

Pastoral Report

- Holy Week ceremonies: Lenten Reconciliation Services were well attended on both campuses, a wonderful Palm Sunday Liturgy was presented by the Grade 2's for Kingston campus staff and students, Stations of the Cross was prepared and presented by some of our Grade 10 students for staff and students at Kingston campus, Grade 10 RE students prepared and led a very moving Holy Thursday liturgy at Huntingfield.
- Thanks to the Sacramental children who were involved in our Holy Thursday Parish Mass.
- Palm Sunday Pilgrimage was a wonderful celebration and there was a good representation of students from St Aloysius.
- Purple Day for Peace raised an incredible \$1500. Thanks to the members of our Vinnies and Mini-Vinnies groups who organised, promoted and ran the day.
- The roster for the Loui's Van Biscuit drive has begun at the Kingston Campus. Thanks to the Grade 4 families who have already baked and donated treats.
- Our Grade 4 Busy Bees have had a great start to the year working in the Kinder and Prep playground.
- The Vinnies/Mini-Vinnies students were commissioned and received their badges of office last term. They had a busy first term organising our Purple Day and this term will begin by organising a Rice Lunch to support the Oaktree Foundations Live Below the Line Campaign.
- The first session of sacramental preparation for Confirmation and First Eucharist will be held on Tuesday 28th April.
- Grade 10 students this term have the opportunity to do a unit of Youth Ministry for their RE classes. A large group has opted to do this, and their first task was to organise the Anzac Day Prayer Service for Huntingfield Campus. They will also plan a session on Confirmation which they will run for all Grade 4 classes later this term.
- Please see Appendix D (located at the end of the minutes) for the detailed report.

Business Arising from Previous Minutes

8.1 Easter Raffle

- Dion advised that the Easter Raffle this year raised \$1560.
- Thanked Jane for doing a great job again this year.

8.2 Breakfast Club

- Selina advised that she has done some research into holding a breakfast club, but there were no set guidelines.
- It would rely on parents donating items such as a jar of vegemite or jam each term.
- Selina has contacted Banjo's at Kingston, who have offered to donate some bread and Banjo's at Margate, who have yet to respond.
- Joanne queried how the timing would work especially as buses run late and that you don't want it to impact on learning, especially as the literacy program begins in the morning.
- Elaine raised the issue of supervision and that teachers would not be able to supervise a breakfast club.
- Joe asked if the idea of a breakfast club was for both campuses. Selina suggested initially just Kingston Campus.

Action: Selina to meet with Elaine and Brendan to look at the viability of a breakfast club

Agenda Items

9.1 Mid Year Function

- Dion thanked Ronnie for volunteering to Coordinate the Mid-Year Function this year.
- Ronnie announced that the theme for this years event is Phantom of the Opera - Masquerade. So get creative with your masks!!
- Ronnie had looked at the College schedule and August seems to be the best time, so suggested August 15th at 7:30pm for the Mid-Year Function. Elaine confirmed this date didn't clash with any others and also confirmed the use of the Sisters of Charity Centre as the venue.
- Ronnie reported that she will be organising live music for the event and is looking into having a trio band. Hui Tocker may also perform.
- Currently waiting on quotes for catering, also discussing with Fiona and Stephen Dimsey, who run the Huntingfield cafe, if they are interested in doing the catering.
- Ronnie put forward the suggestion of cocktail type food, as opposed to a sit down dinner and asked for a show of hands as to preference. All were in favour of cocktail type food.
- Ronnie advised that she has acquired a photo booth (at a really great deal) for the night.
- Ronnie will liase with Natasha Harris for the VET students to help with service on the night and with Ann Menezies for some of the Huntingfield art classes to help with making some props for decorations.
- Ronnie advised that she will need helpers, in particular for set up Friday and Saturday. She will put a call out for volunteers soon.
- Dion asked about fundraising on the night, and capitalising on the opportunity to raise funds. Wendy brought up that it was more important to have fun and for it to be a social event. Angela stated that the past few years the Mid-Year Function has been one of the major fundraisers for the P&F.
- Dion recalled that a few years ago being the auctioneer for the silent auction and that plates that had been drawn on by Kinder students went for very high prices. Dion agreed to be auctioneer again this year.

- Ronnie stated that there will be a number of fundraising items that will be spread across the evening.
- Dion thanked Ronnie for a fantastic job so far.

9.2 Sausage Sizzle

- Kingston Campus Sausage Sizzle to be held May 7th.
- Issue was raised that this would be the same day as the Mother's Day Stall. Elaine advised that this would not be a problem and that Brendan was happy to have both events on the same day.
- Elaine asked if contact had been made with Lisa and Corina for the Huntingfield Sausage Sizzle. Dion to make contact with them.
- Kate asked when the flyer would go out. Selina to email flyer to Elaine for approval to go home on Monday.

Action: Dion to contact Lisa and Corina about Huntingfield Sausage Sizzle

Action: Selina to email Sausage Sizzle flyer to Elaine

9.3 Mother's Day Stall

- Martina has purchased all presents and hopes to make close to \$2000 profit.
- One wrapping day has been held at Martina's house, 8 volunteers managed to wrap half the gifts. Another wrapping day tomorrow and a few people have also taken wrapping kits and some gifts home to wrap.
- Martina thanked everyone who has helped and offered to help.
- Martina still needs helpers for the stall days.
- Huntingfield Campus Wednesday 6th May from 10:15am and Kingston Campus Thursday 7th May. Contact Martina or Kate if you can help.

9.4 Entertainment Books

- Melanie reported that books were sent home today
- There have been 31 pre orders, in total 44 books sold to date which is equal to about \$600 fundraising so far.
- Books have been asked to be returned by Thursday or Friday of next week if you don't wish to purchase.
- Melanie thanked Melissa Dance for her help with handover and her support.

9.5 Funding Submissions

- Dion advised that the next P&F meeting would be funding submissions and that this would be the only item on the agenda, unless there was something urgent that comes up.
- Elaine, Joe and Brendan will look at them first and will have them ready for Kate to collect Tuesday next week.
- P&F executive committee to work out funding available for this round, majority to be spent this round so children receive maximum benefit.
- Funds raised by the P&F need to be spent in 12 months so children benefit from the money raised.
- Place insert in College newsletter about funding submission round next meeting.

Correspondence In/Out

External

Cadbury Fundraiser

APC (Australian Parents Council) Review

Internal

Contact List Flyer

Entertainment Book Flyer

Mother's Day Flyer

Grade Representative Items

None

General Business

- The first fair meeting for 2015 will be held next Wednesday, 29th April at 7pm in the Parish Meeting Room.
- Elaine reported that during the holidays she had a look at the P&F constitution and that it has been 2 years since it was looked at, and started to be updated but not finished. Prior to this it was updated in 2008, 1980 and 1960. Elaine is happy to put a draft together, and the roles of the executive committee members and send to the committed to look at. The last constitution that has been signed by the Bishop was in the 1960's.
- Wendy raised the concern that where the steps are in the middle section of Kingston Campus there is concrete that sticks up and is a tripping hazard. Elaine advised that this was one of the defects that has been sent to the architect to hopefully have rectified.
- Briar asked if there were any more toilets being installed. Elaine replied no, there are toilets in the hall, in the Kinder/Prep playground, near the blue carpet area and under the Grade 2 classrooms. The number of toilets meet the requirements and guidelines and there have been no issues with line ups for the toilets. The issue was raised that the toilets near the blue carpet smell, Elaine to investigate.
- Joe reported that since the last P&F meeting there have been 3 coffee club mornings on a Tuesday. Joe invites any parents to come along to Huntingfield after drop off for a beautiful Turkish coffee and a lamington. Kate queried if it would just be Tuesday morning or on a rotational basis. Joe advised sticking with a Tuesday morning for now and reassessing down the track.
- Kate thanked last year's executive committee as well as Melissa Dance for all their help and support with the handover to the new committee and for answering all her questions. Dion, Lizzie and Selina seconded this.
- Dion brought up the issue of parents parking on the small grass strip on the side of the driveway to the gym at Huntingfield. Raises safety concerns and also makes it difficult for those to drive past who are doing the right thing. Joe and Elaine will look at perhaps roping off this section so that people can't park there. Joe recommends parking up behind the gym as this is the safest place for students to walk to the car.
- Ronnie queried if there was any reason as to why we don't have a door to door bus service. Elaine advised that there is no way the school could afford to run a door to door service and that there is already a very good bus service for students.

Next Meeting 13th May 2015 - 7:20pm

Meeting concluded: 8:29pm

Minutes

Prepared by: Kate Broadhurst

ACTION LIST

Date Raised	Issue	Action	Assigned To	Due Date	Comments
March 2014	Welcome BBQ	Review list of improvement ideas- Add to Dec 15 Agenda	P&F Secretary	Dec 2015 Meeting	.
Mar 2014	Car Parking	Implementation of outcomes from Kingston Campus Traffic Management Plan written by Peter Hayes	Brendan		Brendan to Advise at Meeting.
	Producing a School Calendar with one class per grade.	Review as fund raising option for 2016	President	March 2015 Meeting	
	Krispy Kreme Donut Drive	Review as fund raising option for 2015	President	March 2015 Meeting	
March 2013	Business Calendar 2016	Find Co-ordinator for 2016	President	March 2015 Meeting	N/A. Deferred to 2015 2016 Calendar

Appendix B

PRINCIPAL'S REPORT
ST ALOYSIUS CATHOLIC COLLEGE P&F MEETING
WEDNESDAY 22ND APRIL 2015

NB: ADVANCE NOTICE – GRANDPARENTS' DAY AND FOOTY COLOURS DAY WILL BE CELEBRATED ON FRIDAY 25TH SEPTEMBER, THE LAST DAY OF TERM 3.

TERM 1 HIGHLIGHTS

During the first term, we have had many activities and events in which the staff and students have participated:

- Ash Wednesday, Lent and Holy Week Masse and Liturgies.
- College/Parish Mass on 1st March, where staff members were commissioned by Fr Chris for the year ahead.
- The Commencement Mass that was celebrated in the Huntingfield Campus gymnasium on 6th March.
- Purple Day for Peace on 20th March.
- Grade 5 – 10 cyber safety sessions to alert parents and their children to the necessity of being safe online.
- Meet and Greet the Teachers in conjunction with the P&F Association's Welcome BBQ on 27th February.
- We have entered into a mutually agreeable arrangement with St James Catholic College, Cygnet, or 19 of our Grade 9 & 10 students to study VET Construction and Engineering at St James. The students travel to Cygnet a day a fortnight to

participate in the course. The arrangement has been endorsed by the Tasmanian Catholic Education Office.

- Grade 10 retreat day.
- Grade 10 Leaders camp.
- Grade 8 camp at Fortescue Bay.
- Grade 4 camp at Dysart.
- Swimming carnivals.
- Parent/Teacher Goal Setting Consultations. These are held at the Huntingfield Campus for Kindergarten to Grade 10 classes on 17th & 23rd March. Parents have been very positive in their comments and feedback regarding the location and substance of the consultations.

LOOKING AHEAD TO TERM 2

We anticipate that the following activities and events will define Term 2:

- St Aloysius Day Mass and activities afternoon on 19th June.
- The Sacrament of Confirmation on 23rd June.
- ANZAC Day commemoration on Kingston Beach. Several staff members and students will be attending the dawn service.
- Interviews will be conducted for prospective families for 2016 Kindergarten and Grade 7 enrolments.
- Grade 4B & 4W are going on camp to Woodfield Lodge, Dysart.
- Grade 5 camp at Port Arthur.
- Grade 3 – 10 Cross Country Event on 8th May.
- NAPLAN testing on 12, 13 & 14 May.
- Catholic Schools Cyber Awareness Week starting on 25th May.
- Grade 10 students and their parents will be involved in information sessions and careers expo at Guilford Young College regarding their enrolment at that college for Grades 11 & 12.
- Mid-Year Reports will be issued on 30th June.
- Term 2 will conclude on Friday 3rd July.

CAPITAL WORKS

All the capital works at the Kingston Campus have been completed. We have ordered some new items of furniture for the classrooms, offices and the library. These have started to arrive. New lines have been painted on the asphalt area. We will be planning some garden ideas for the area where the old toilets used to be.

The capital works at the Huntingfield Campus are at the stage where initial plans have been lodged with the Kingborough Council. The plans incorporate a relocation of the Library and Visual Arts room, and development of woodwork, metal and computer facilities. Construction of the project is due to start in June and be completed by the end of 2015.

STAFF NEWS

Ms Erin Graham has returned to teach at the Huntingfield Campus after being on parental leave.

Mrs Melissa Dance has been appointed to the part-time role of Administration Assistant for the remainder of 2015. Melissa works two days per week and her role includes Work Health and Safety. WHS is a significant challenge to schools with much risk management and other documentation required to satisfy legislative requirements that generate increased workload for staff.

Elaine Doran

22nd April 2015.

Joint Director's Report

For the College P&F

22nd April, 2015

Monday B, 23rd March

- Parent/Teacher Goal Setting Consultations at the HC
- SOFOS Day
- 2pm Reconciliation @ KC

Tuesday B, 24th March

- Morning tea in the HC Staff Room for parents and friends

Wednesday B, 25th March

- Grade 8 Camp – Day #1
- Grade 7 to 10 SATIS Swimming Carnival at the Aquatic Centre
- Grade 9/10 Art Excursion to Salamanca Place. Ann Menezies to attend with her class

Thursday March B, 26th

- Grade 8 Camp – Day #2
- Grade 4 Camp – Day #1

Friday B, 27th March

- Grade 8 Camp – Day #3
- Grade 4 Camp – Day #2

Sunday B, 29th March

- Palm Sunday Pilgrimage

Monday A, 30th March

- Class Photos at HC
- Palm Sunday 11.30am
- Grade 7 and 8 Literacy planning - Angela R, Jayne P, Briar A, Jacqui F, Sally B, Simon E (pd#2), Camille N, Joe (to pop in and out) and Penny D meeting together in the Board Room
- Andrew Goelst from the CEO meeting with the HC Science teachers

Tuesday A, 31st March

- Class Photos at KC
- HC House Assembly in the Gym

Wednesday A, 1st April

- Family Photos at KC
- Catherine S is taking our Grade 5 to 10 Aboriginal students on a excursion to Risdon Cove – see her email for names. Camille N attending too.
- VET Construction/Engineering at SJCC
- Donna Bucher working with the CLT on AITSL
- Kinder J/2OS Lighthouse Park

Thursday A, 2nd April

- Joe at KC until Recess with half of 10CH leading the KC Holy Thursday Liturgies
- HC Holy Thursday Liturgies in the Drama Room:
- Stations of the Cross @ KC by Huntingfield Students
- Hive Five Morning Tea @ KC

Monday B, 20th April

- Term 2 begins

Tuesday B, 21st April

- 8.15am = Morning tea in the HC Staff Room for parents and friends

Wednesday B, 22nd April

- KC Planning Release

Thursday B, 23rd April

- HC ANZAC Ceremony
- 4B Camp
- KC Planning Release

Friday B, 24th April

- 4B Camp

Sunday B, 25th April

- ANZAC Day – details attached

Appendix D

PASTORAL ASSOCIATE REPORT - April 2015

COLLEGE/PARISH LINKS:

Masses/Prayer Services:

Holy Week ceremonies:

****Lenten Reconciliation Services-** these were well attended by students on both campuses.

****Palm Sunday Liturgy -** Our Grade 2 classes presented a wonderful Palm Sunday liturgy for the

Kingston Campus students and staff.

****Stations of the Cross at KC -** Some of our Grade

10 students prepared and presented the Stations of the Cross to the students and staff of the Kingston Campus

****The Grade 10 RE students prepared and led a very moving Holy Thursday liturgy at Huntingfield, based on the theme "Things that Pierce our Heart" and the many students and staff who participated by nailing their own hurts onto the cross.**

Holy Thursday Parish Mass: Thank you to all the Sacramental children who were involved in our Holy Thursday Parish Mass on 2nd April at 7pm. Thanks too to the families for coming along and for your support. Many of the parishioners commented on how wonderful the children were.

Palm Sunday Pilgrimage: This was a wonderful celebration with a good representation

of students from St. Aloysius. All the students who came along had a fantastic time!

OUTREACH:

PURPLE DAY FOR PEACE: On Friday 20th March, both campuses were a sea of purple

as students dressed up in great numbers to support our Purple Day for Peace. We raised an incredible \$1500 on the day with half of the proceeds going to the Caritas Vanuatu Appeal. Thanks to all the families for their support of this important fundraiser. Thanks too to the members of our Vinnies and Mini-Vinnies Groups who organised, promoted and ran the day.

Project Compassion: Thanks too to all the students and their families for their support of Project Compassion this year.

Together with the Purple Day money, we have raised over \$2000 for Caritas.

Loui's Van Biscuit Drive: This roster has now begun at the Kingston Campus where families have the opportunity to bake biscuits etc for Loui's Van and Kingborough Helping Hands. Thanks to those Grade Four families who have already baked and donated treats.

***Busy Bees:** Our Grade 4 Busy Bees have had a great start to the year working in the Kinder and Prep playground. They enjoy assisting the younger children to play well together, share, take turns and they make sure they are all happy.

***Vinnies/Mini-Vinnies:** Our new Vinnies and Mini-Vinnies Leaders were commissioned and received their badges of office at a special mass at the Cathedral last term. They were kept busy last term organising our Purple Day. This term they will begin by organising a Rice Lunch to support the Oaktree Foundation's Live Below the Line Campaign.

Sacramental Program: A reminder to all families that the first session of sacramental preparation for Confirmation and First Eucharist will be held on Tuesday 28th April at 7pm in the Church of Christ the Priest at Kingston. It is important that all candidates and their families attend this session as information and dates for the program will be handed out at this time.
If you have any questions about the Sacramental Program, please give me a call on 0409434784.

Grade 10 CSYMA Class: This term, students in Grade 10 have the opportunity to do a unit of Youth Ministry for their RE classes. A large group has opted to do this, and their first task was to organise tomorrow's ANZAC Day Prayer Service which will be held at 10.20am in the gym. They will spend most of the term learning about Youth Ministry and planning a session on Confirmation which they will run for all Grade Four classes later this term.

Becoming Catholic: Recently, we have had a couple of requests from students and parents about becoming Catholic. If you are interested in finding out more about baptism for your child or about becoming Catholic yourself, please give me a call on 04094347884 or email me on leanne.prichard@catholic.tas.edu.au.

Leanne Prichard