### ST ANTHONY’S CATHOLIC PRIMARY SCHOOL

**Meeting Date:** 12th May 2016  
**Meeting Time:** 7:00pm – 8:30pm  
**Chairperson:** Anne Swann  
**Minute Taker:** Julie Henville  
**Attendees:** Julie Henville, Anne Swann, Peter Griffin, Claire Crossley, Cathie Williamson, Tracy Franklin, Greg Wellspring, Tracey Huges, Kym Staley-Biggs, Leanne Hawkins-Lea, Kim Richards  
**Apologies:** Kim Stocker, Casee Martin, Amanda Leo, Anna Pengelly, Christie Haigh, Janine Griffin, Kellie Jacobsen, Martyn Savage, Elaine Williamson, Adriana Andrews

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| 1.   | Minutes of Previous Meeting  
Minutes confirmed Tracy Franklin and seconded by Cathie Williamson  
The month since our last meeting has flown by, and we have a very busy month ahead. Our school cross country took place 2 weeks ago, in spite of rainy weather, we had the Mother’s Day morning tea and stall last week which was a wonderful success as always. A big thank you to Vanessa and the other school staff that organized the morning tea this year and would not let us in the Tuckshop to help! The walkathon and the St Anthony’s Family Fun Day are coming up next week and then in early June we will have the invitational cross country which is always a big event for the P and F, and requires a lot of organization and volunteer support on the day. I hope to see as many of you there as possible.  
Since our last meeting I have gone to look at, and then purchased, two deep fryers for the sum of $2641. The fryers are perfect for our requirements and as they cost between $350 and $500 to hire each year for fiesta, it won’t take long to recoup our costs. I hope that we can use them at many school events throughout the year.  
I apologise for the negative nature of my next comments, as I believe we should always strive to maintain a positive attitude and view the positives in all situations, but I believe we are reaching a point where things need to change immediately or the events and the benefits our school community enjoy will come to an end. It is probably pointless saying these things to the people in this room as you are here because you believe in our school community and want to be involved, but I will say it anyway for the record.  
The culture in this school needs to change. This week I was lugging a boot load of Powerade from my car to the P and F room and not one parent, many who were standing around chatting, offered to assist. I could have walked towards the back of the school and found several people to help and it would most likely have been someone sitting in this room, but not one person in the immediate area offered to help. This is by far not the first time I have experienced this attitude, but it has reached the point where it cannot go unnoticed any longer. The volunteer sheets for fiesta on most classroom doors are empty, despite consistent requests from the committee. Fiesta stalls still do not have conveners, even though letters have been sent and requests have been made. Fiesta raffle tickets are being returned to me without the envelopes even being opened. There are a handful of people, once again most are sitting in this room, who are doing EVERYTHING, and do not use the excuse that they work or are too busy – they DO work and they ARE too busy but they help anyway. I would like the school and this committee to take some time to go home and think about what we can do change this culture of reaping the rewards with none of the effort, and I would like to discuss your ideas and implement some strategies at our next meeting.  
I wish that by just asking we could spread the load and achieve so many great things for our children’s school, but the reality is that it is not happening and we need to address this now. Please think carefully on ways you think may be helpful to improve school community involvement, and despite the negativity of my comments if we can do this in a positive manner, so much the |  

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| 2.   | President Update  
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Trial deep fryers a the invitational cross country, and possibly Arts Showcase evening  
Go away think about what can be done and discuss at next meeting  
7.01
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<td><strong>School Report</strong></td>
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<td>• Welcome to Nick while Marty is away, fitting in well to the team- feel free to see him.</td>
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<td>• QC CUP – NETBALL: Next Monday May 16, St Anthony’s will have 2 teams competing in the Netball competition involving Queensland Catholic Schools known as the QC Cup. I would like to acknowledge Mrs Ida Geaney, Miss Alyce Stone, Mrs Kellie Jacobsen and Mrs Nicola Zeller for coaching the girls and preparing them for the competition. The competition will be held at the Metropolitan Distincts Netball Association, Wembley Park, Coorparoo. There will be a school tent set up for students to meet at 7:30am with the first game starting at 8:30am. Good luck to all our students involved.</td>
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<td>Peter Griffin</td>
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<td>• INVITATIONAL CROSS COUNTRY: On Thursday June 2nd St Anthony’s will be hosting our annual Invitational Cross Country with up to 1000 students from 16 catholic primary schools participating. I know our children have been training hard for this event and I thank all the staff who have been involved in the early morning training sessions. I wish our children every success. Special thanks to Mr Brendan Marrinan and the many staff who have assisted with coordinating and running the training sessions to ensure the students are well prepared for the event. Please be aware that there will be many vehicles parking in our school/parish carpark and surrounding areas.</td>
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<td>• ARTS SHOWCASE St Anthony’s Winter Arts Showcase concert will be held on Thursday May 26 at 6pm in the Antonio Centre. Please keep this date free to come along and enjoy the vast array of talent at our school. There will be a sausage sizzle from 5pm and the evening will conclude at approximately 7:30pm. Additionally there will be a rehearsal day, this Sunday for our senior choir in preparation for the Wynnum Manly Eisteddfod being held next Thursday afternoon.</td>
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<td>• NAPLAN has been completed for a majority of Year 3 &amp; 5 students. There are a couple of students completing missed tests, due to illness etc., tomorrow morning. Our staff have done an outstanding job in preparing the students for the past few days. Our approach has been not to focus on the end result as such, but support our students in the skills of resilience, self-regulation and being “test wise”. We thank all families for supporting their children during this process. A note to thank Paula Carroll for the letter she wrote to go out to students reminding them that they are more than a test.</td>
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<td>• PARENTAL PORTAL Our Parent Portal was released two weeks ago. Each family received an email to the account that they had shared with St. Anthony’s on Eminerva. This email explained the portal and gave specific directions on how to log on a first time and how to access it in the future. We are presently continuing to update the portal with information, as the portal will become the main source of information for existing families. All families are encouraged to ensure that the school has current information, regarding email addresses, as this vehicle for communicating will become more regular.</td>
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<td>• PRINCIPAL APPRAISAL Brisbane Catholic Education will be completing Martyn Savage’s Principal’s appraisal on Thursday June 9th 2016. Area Supervisor Neville MacDonald will be chairing the appraisal. Invitations are presently being forwarded to staff and families for focus group conversations. These invitations will be randomly selected.</td>
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<td>• WELL BEING &amp; FOOD ALLERGY WEEK Next week is Week 6 and will be Well Being Week. This will mean a reduction in homework. There will be additional activities around our school allowing students to slow down and relax. We will also participate in Food Allergy Week which aims to continue to create awareness of students who experience food allergies. Statistics suggest that one in ten are affected. There have been messages in the newsletters, information shared at the Parent Information nights and modifications</td>
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ITEM | KEY DISCUSSION | DECISION / ACTION REACHED | ACTION OFFICER | TIMELINE
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1. | to Tuckshop menu to support students with food allergies. This is an additional way for students to display their support by painting one finger during Week 6. We encourage all members of our community to participate. | | | 
2. | **UNDER 8’s WEEK 2016** Under 8’s Week will occur from the 23rd of May until May 27th. Miss Loryn Krause & the Prep staff are currently planning a number of fun activities for the students from Prep to Year 3 and the St Anthony’s Kindergarten. A note will go home next week requesting parent help on Tuesday the 24th and Thursday the 26th. | | | 
3. | **REPORTING** Our teachers are currently completing the reporting process for Semester One. Reports will be sent home on Monday the 20th of June (Week 11) which will give families time to see their class teacher if they have any queries before the start of the holidays. PREP 2017 We have recently advertised in our newsletter and on our school website that we have begun our process for accepting applications for Prep 2017 from current families. This will continue through until the end of May/early June. It is our intention to have completed most Prep enrolments this term. Our current numbers are very close to the point where we will start a waiting list for Prep. | | | 
4. | **Date Event People Involved** Tue May 10 – Thu May 12 NAPLAN Yr 3 and 5 Yr 3 and Yr 5 students *Thursday May 12 P & F Meeting Parent, Staff and Friends *Mon May 16 – Fri May 20 Well Being Week & Food Allergy Awareness Week All Students and Staff *Thursday May 19 Wynnum Eisteddfod – Choir Senior Choir *Mon May 23 – Fri May 27 Under 8’s Week – Prep to Year 3 Under 8’s *Thursday May 26 St Anthony’s Arts Showcase – 6pm All welcome *Tuesday May 31 Gala Day Yr 4 (at St Anthony’s) Yr 5 and 6 - Interschool Yr 4 – 6 students and staff *Thursday June 2 Invitational Cross Country Cross Country Team Thursday *June 9 Marty’s Principal Appraisal St Anthony’s Community Thursday *June 9 P & F Meeting All Welcome *Monday June 13 St Anthony’s Feast Day All students and staff *Thu Jun 16 – Fri Jun 17 St Anthony’s Athletics Carnival All Students and Staff *Monday June 20 Reports sent home All Students *Friday June 24 Last Day Term 2 All Students, Families and Staff. | | | 
4. | **Treasurers Report** | | Tracy Franklin | 7:35

Commonwealth Bank accounts
- Current balance of P & F account $2642
- Tuckshop account $2765

Total CBA funds $5607

ADF (Archdiocesan Development Fund) Accounts
- Current balance of:
  - Working account (25S1) $45,318
  - IT Fund (25S1.1) $5,000
  - On-Call account (25S51) (Loan repayments) $6,437
- Tuckshop account (25S60.1) $4,984

Total of ADF Accounts $61,739

Total P & F funds available $67,346

Commitments yet to be paid from these funds:
- Approx $7000 Bee Bots Robotics
- Income not yet included in these funds:
  - Income received during the last month
    - Hair Accessories - $300
    - Raffle ticket money - $1330
    - Fiesta Donations - $750
    - Deposit at bank - $2750
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| St Anthony's School - $1852 | April P&F Levy $4022.07  
Expenses paid during the last month  
$3067 Federation of P&F Associations of Catholic Schools QLD.  
$2400 rides deposit for Fiesta.  
$2641 for,Deep Fryers  
$634.30 Anne for Invitational Cross Country expenses  
$462.59 Reimbursements for Fiesta Anne & Tracy.  
Expected expenses over the next month:  
$2,000 – ADF loan repayment – Current loan balance $28,593  
Fiesta Expenses  
Expected income over the next month:  
Raffle ticket Money  
Fiesta Donations  
Walkathon | | | |
| **5. Fiesta** | • Finally all the stalls covered. Past Present and Future piece of Art work. Hot Chips- Dad from 2J, and another mum who can help out.  
• Struggling with Sponsorship as Hogs Breathe are no longer our main sponsor.  
• Rolling along, we need more volunteers and donations. Kim Richards and Tracey Huges volunteered their time from 12pm – 4pm  
• Thornton Security unable to donate their services this time, but will give it to us at a discounted price of $450. Kym will get back to him with that we are still keen to use them.  
• Thanks to everyone in this room for all your help. | Peter to put a few P&F announcements on the Big Screen  
All present agreed to pay this fee | Kym Staley Biggs | 7:40 |
<p>| <strong>6a Uniform Shop</strong> | • Dallas sending through samples of new girls uniform | | | 7:50 |
| <strong>6 Tuckshop</strong> | • Things going well | | | 7:50 |
| <strong>7. General Items</strong> | • Tracey Huges – first newsletter going out soon with a piece about Fiesta. Home assist needing help- Tracey provided some information. Expo in the city Tracey has tickets if anyone interested. Council running domestic violence campaign- stickers being sent to all residents, some available at the meeting. | Saturday 18th June Tracey Huges has stall at Alexandra Hills Shop 9am - 11am if we would like to sell raffle tickets from there | Tracey H | 7:51 |</p>
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<td>8. New Business</td>
<td>- Class reps – a good way to communicate with parents, however office only has 9 class reps listed. This year there has been no formal meeting.&lt;br&gt;- Do a shopping/checklist to go home to all families&lt;br&gt;- Sporting memorabilia selection of items for Fiesta Auction – Record Breakers, Champion of the Mountain- Craig Lowndes, Broncos, Queensland Firebirds, Our magnificent seven-Petro C&lt;br&gt;- Young Sports – Brendan is looking into when we are free&lt;br&gt;- Hair ties- Shandelle has asked if she can have a stall at Fiesta.</td>
<td>- Peter to send Anne powerpoint so she can make a pack for class reps.&lt;br&gt;- Julie make a shopping list for Fiesta to go home to all families&lt;br&gt;- Peter to email all staff to encourage donations&lt;br&gt;- Decided on 5 pieces we felt would sell well with our families&lt;br&gt;- All agreed Shandelle can have a stall and sell school ties at a discounted price</td>
<td>Tracy F Claire Greg</td>
<td>7:52pm</td>
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