



ST THOMAS' P&F  
EXECUTIVE P&F MEETING – MEETING NOTES  
Term 2 – 31<sup>st</sup> May 2016

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Time started: 6.35 pm  
Time finished: 7.29 pm  
Attendees: Chris Duggan (CD), Jenny McKeown (JM), Genevieve Muir (GM), Samantha Skyring (SS), Felicity Dwyer (FD), Robbie McKegg (RM), Narelle Cooper (NC), (GB) Felicity Jay (FJ), Sophie Bacic (SB), Kristie Smith (KS), Gary Bigg (GB)  
Apologies: Louise Jongejan (LJ), Fleur Sullivan (FS), Sophie Bacic (SB), Jen Davis  
Date of next meeting: 24<sup>th</sup> August 2016

- Meeting opened with a prayer.
  - Please note this was a shorter meeting due to the cyber safety talk that started at 7.30pm
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## **AGENDA**

### **1) Confirmation and acceptance of previous meeting's minutes - Chris Duggan**

- All voted in favour of previous notes
- Re Swimming carnival stroke training – the Terry Willis stroke compliant training will be voluntary for students
- Peta Hersderfer to update training notes on website.
- It was noted that the Nutrition talk occurred however unfortunately there was a low parent turnout
- School stream app huge success – 300 families have signed up
- New account signatories are operational

### **2) Business arising from those minutes/ General agenda item - Chris Duggan**

- As above

### **3) Principal's report - Jenny McKeown**

- The teachers are very busy with assessing and reporting season
- First Holy Communion occurred on the weekend went very well, the new priest very welcome
- Planning for next year at Diocesan level changes will be communicated later if relevant

### **4) President's report - Chris Duggan**

- IGA community chest contributing to school
- Vote of thanks to Robbie for organising cyber safety talk

### **5) Treasurer's report - Sam Skyring**

- Replacement for Sam required asap
- Gen maternity leave replacement for term 3
- Replacement for uniform shop committee required

### **6) Subcommittee reports:**

#### **1) DPC - Robbie McKegg**

- First meeting leadership evening North Shore cluster meeting. Topics discussed were;
  - Social media discussion, school stream, school bag, satchel
  - What is a contemporary P&F? examples include; format changes email reports out prior, shorter meetings 40 mins, supper guest speaker, informalised structure, P&F members at drop off and pick



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- up to meet parents; combine P&F executive and general meeting, shared roles to help resource P&F positions
- Re-naming the P&F – is P&F still the right name?
    - Federal Government requirement in the next 2 years school needs to have a School Advisory team. Many schools are now renaming the P&F to the School Advisory team. This was discussed and it was agreed they should be separate teams, with teacher reps on the School Advisory team. An example of an initiative is the wellbeing week
  - Consider working together with partner schools e.g. St Phillip Neri for guest speakers to increase attendance?
  - School report feedback survey to be investigated
  - Wellness – each school has teacher supplied for Wellbeing, Louise Jongejan is ours. Ideas to consider are;
    - Alternatives to homework?
    - Carmel Hewitt – wellbeing expert could come to school. Could we hold an event and have a movie night for kids so parents can attend.
    - Natalia the school counselor
    - Should we consider a wellbeing session for next meeting?
- 2) Art and Craft - Garry Bigg
- Art and Craft show – running smoothly even with sponsorship main focus, volunteers still needed, Skye moving, call out in newsletter no one responded new convener for next year
- 3) Social - Jen Davis/ Narelle Cooper
- Coffee machine supplier switched to Forsyth for father's Day
- 4) Uniform Shop - Felicity Jay
- Replacement required asap
- 5) Pastoral Care - Sophie Bacic/ Fleur Sullivan
- Pastoral Care – 12 families supported this year
- 7) **Matters for future consideration** - Chris Duggan
- Replacements required on the P&F committee, we need to do a recruitment drive for volunteers for treasurer and uniform shop asap
  - Wellbeing session for next topic talk?
- 8) **Confirmation of next meeting and conclusion** - Chris Duggan
- Wed 24<sup>th</sup> August 2016