



# 2019 MINUTES

## St Catherine's – P&F Meeting

March 20, 2019

### Meeting Opened at: 5pm

**St Catherine's P&F Prayer:** Heavenly Father, Give us strength to make the decisions that benefit our children, families and staff of St Catherine's. May we nurture our love and respect for each other through our actions and our prayers. Amen.

### In attendance

Kevin Browning, Sarina Newman, Bronwyn Philipp, Jo Riley, Melissa Musgrove and Kelly Corken.

### Apologies

Stacey Odwazny, Jackie Manser (P&F Rep to the Board)

### Correspondence

**In** No correspondence

**Out** No correspondence

### Approval of Minutes

The minutes were read from the February 20, 2019, meeting and approved by Jo Riley and seconded by Sarina Newman.

### Committee Reports

#### 1. Principal's Report

As Attached

#### 2. Teacher's Report

As per Principal's Report

#### 3. Treasurer's Report

As Attached

Treasurer position has been advertised in the school newsletter.

**4. P&F Rep to the School Advisory Committee**

First meeting of the year scheduled for Thursday, 21<sup>st</sup> March.

**5. Fundraising**

*Movie Night:* Thank you to all families who came to the St Catherine's Movie Night.

Movie Nights will now cease with a pending date scheduled for the 28<sup>th</sup> Feb 2020. A decision is yet to be made on the event.

Moved: Melissa Musgrove                      Seconded: Jo Riley

*Easter Raffle:* P&F approved expenses for Easter Hampers.

**5.1 Book Club**

\$758.00 Total Sales – Commission of \$152.00.

**5.2 School Banking**

Reported Quarterly

**6. Meal Bank**

Thank you to all parents who have volunteered for preparing meals for our Meal Bank.

**General Business**

**Update on Mother's Day Raffle and Active April (Jo Riley)**

*Mother's Day:* Volunteer's required for assistance in Mother's Day preparations. 3-4 Volunteers are needed for Wednesday 8<sup>th</sup> May and 8-10 volunteers needed for the Mother's Day stall on Friday, 10<sup>th</sup> May.

*Active April* – Information regarding Active April has been advertised in the newsletter for parents.

**Shade Sails (Sarina Newman)**

Structured Shade Sail approved by the P&F. Building date T.B.A.

**Chocolate Drive (Sarina Newman)**

Chocolate fundraiser has been cancelled with a future proposal of a Colour Run to take place. Date T.B.A.

**2019 P&F Initiatives and Dates (Sarina Newman)**

P&F future event dates to be placed in the School Calendar for the 2019 period.

**P&F Roles Descriptions** (Kevin Browning)

Restructure of Position Draft Guidelines for 2019 to be approved at the next AGM (as attached).

**School Fair Committee** (Sarina Newman)

School Fair Committee for the School Carnival for 2020 is Sarina Newman, Bronwyn Philipp, Kelly Corken and Melissa Musgrove. Stall holders to be advised at a later date.

Meetings and preparations have started to commence. A scheduled date T.B.A for monthly meetings going forward.

Rides to be booked and P&F approval for deposit

**Meeting Closed** – Time: 7:15pm

**Next Meeting**

Wednesday, 24<sup>th</sup> April 2019 (TBC)