General Meeting

Wednesday 20th February, 2013.

Meeting opened: 7:55 pm due to fete meeting running over time

Attending: Teresa Maldrigri, Jo-Anne Caine, Suzanne Stanton, Damien Gardner, Danielle Gardner, Steven Jones, Olimpia Perovic, Mary-Anne Boustany, Debbie Alderton, Sue Shumack, Flavia Mbonu, Christine Andreou, Joanne Sakr, Lesley Long.

Apologies: Caz Learmonth, Lucita Rajaratnam, Fr Paul Sireh O.Carm, Fiona Johnson

Review of last meeting: Minutes from the previous General Meeting

- Accepted- Debbie Alderton
- Seconded- Sue Shumack

Business arising from the previous General Meeting

- Federal Grant application placed on hold. This is an annual grant for which applications are due each October. Was decided to make a better application this year rather than to make a poor application in and rush and fail.

Correspondence

Out

- Email to Dr Lee inviting him to our next Parents and Friends meeting

In

- Email from Dr Lee explaining that our next meeting is a parliamentary sitting day and as such he is unable to attend. Danielle to email dates of following meetings to Dr Lee’s office
- Various fundraising information
Ex-Officio Reports:
School Principal's Report
Huge changes to the learning spaces have occurred over the school holidays. The builders have done a great job and at every point our focus has been on having the learning spaces ready for day one Term 1. We are grateful that they have worked hard to make our vision a reality and we are grateful to the CEO for their financial assistance in the refurbishment. There are a few things to be completed such as the pin boards need to be placed on the bottom of the doors.
All the carpeting upstairs and the pinboards are designed to suppress the acoustic reverberation within each learning space so that the noise does not travel which makes a huge difference to the learning spaces.

Each learning space houses one grade now and each grade have their own entrance. The library space continues to evolve and many thanks to Olimpia and the staff and parents who have volunteered to make that happen.

As mentioned last term the timetable has been designed so that there are 2 hour learning blocks at the beginning of the day and 1 hour after lunch. Children are no different to adults and they find it hard to concentrate after lunchtime. The afternoon session is designed to be shorter and “lighter” for children.

Staff is allotted 2 hours a week for out of class time. During this time the children have sport with Fleur Tropea or Music with Emma Moore. They accumulate this so they can then have a release day so that their time is truly beneficial.

We are looking to engage with our Mercy and Carmelite Culture in meaningful ways. The Mercy Crosses that were designed by Bill Casey reflect this and were blessed and hung in the learning spaces after the opening school Mass. Fr Paul blessed the new learning spaces at this time as well. Year 6 school leaders attended a Mercy Summit.

The posters on display at the meeting and at the Opening School Mass will be reproduced in a smaller form and put up in the classroom. Others will be put in the playground to remind students of the core values of our school.

Thank you to parents for supporting us in our high expectations of how students wear the uniform. There have already been very positive results in student behavior and attitude that can be attributed to the fact that students are wearing the right uniform and that they feel an ownership of the new learning spaces. It is called a uniform for a reason and if you want to make a statement about your individuality then the weekend and after school are the times to make it. We would ask parents to endeavor to ensure that sports shoes are predominately white.

The Catholic Education Office is reviewing Sharing Our Story, our Religious Education syllabus and we are part of that process as a school. We are having the religious education assessment that currently takes place in year 4 extended to the whole school community so that we can see how the children at every year group are progressing in their religious education. This also serves to emphasise the importance of Religion as a subject to our Catholic Identity.
As a school we have a large focus on Reading. Sarah Butler is currently undertaking training as a Reading Recovery Teacher; this is a large commitment on her part and a great benefit to our school community.

The library space is evolving, and many thanks to Olympia, staff, and parent volunteers who have enabled this to happen. The Library is now open at Morning Tea and Lunch, which provides access to books for students and a haven for children to go to for some quiet time.

We want to have every student in the school take part in the Premiers Reading Challenge. The more kids read, the better they become at reading. The ability to read impacts on a student's whole learning experience.

The new National Curriculum is nearly due to commence, and staff are being trained at a staff development day on day 1 of term 2.

Maths Assessment Interviews (MAI) are currently taking place for all children. The staff development day on Monday 11th March is to enable us to evaluate all the data we have collated thus far and examine how to best proceed with student learning. Elise Speranza is our extending Mathematical Understanding (EMU) Trained teacher and she will be working with students who have been identified as needing extra assistance in smaller groups.

The Woolworths Earn and Learn program raised $11,000 for our school, which enabled us to purchase new math equipment for every grade. It was like Christmas as the staff opened the boxes, and everyone was very excited. Thanks to parents and parish for their support. It was definitely successful. Due to the success of the program, the money that would have been needed to be spent on these resources can be redirected to other essential learning materials such as technology.

The overwhelming response to the swimming survey was that lessons should be provided to the whole school. More capable children will train for the Bronze Medallion. Gymnastics will also be taught by PE specialist.

Meet the teacher night is taking place this term to enable parents to talk and to give the teacher an insight into your child. The teachers want to know what works for your child, their strengths, and their weakness. This information will assist in setting short term and long term goals for your children's learning.

We are examining the effectiveness of the work sample folders as a reporting tool. It is likely that this may give way to student’s exercise books coming home, which will provide valuable context to the learning parents are seeing.

We are looking forward to the Quality Catholic Schools survey information coming back. We will sort through the feedback and present it at a following meeting.

Year 6 Camp Colloroy was held last week. Student behavior was outstanding. The venue has been booked again for next year. Feedback from the students and staff was that 3 days was good. Thanks to Fr Paul for coming to celebrate Mass with us at the beginning of the camp. It set a lovely tone to the camp and had an impact on the students. Students received a
letter from their Parents which had a huge impact. Thanks to Olympia and staff that attended and spent time away from their families. The memories these students formed will stay with them forever.

There will be a minimum of 2 excursions per year per grade. We are attempting to keep a balance between school and sports whilst giving children the opportunity to try a variety of sports and represent the school. Representative shirts will be given to the children who represent the school.

The band is growing in strength and has doubled in size. Children appear to have been impressed with the performance at last year’s concert and considering they had not even been together for a year at Christmas time, they were amazing. Full credit to Mrs Ciccarelli.

Our awards system is being reviewed and more will be reported on that later.

The school leadership has been reviewed. There are now 8 student leadership in a leadership team and each pair has a leadership profile they are responsible for. The back page of the newsletter is prepared by our media leaders. We also have the Student Representative Council (SRC), and the colour leaders as well as the 8 school leaders. It is important to give the students actual leadership experiences rather than to just give them a badge and nothing else and so we are endeavoring to do that.

We are trialling the Skoolbags- app on iTunes store. Newsletters and events can be communicated through here. Camp Collaroy provided updates so that families could follow a little of what their children were doing for example. Sometimes paper newsletters don’t make it home and digital communication tends to engage more Dad’s. Eventually it may replace the paper newsletter. The app is also available on Android if we roll it out.

The school website is being re-designed. Students will be able to contribute. The goal is to make it easier for parents to find information.

In summary the School Goals are

1. to deepen school community understanding of scripture and Carmelite/Mercy charism.
2. improve comprehension while reading.
3. improve numeracy achievement.

I would also like to thank the Parents and Friends Committee for their support and the work that they do to support and enhance the education of our children.

Parish Priest Report

Fr Paul was absent and sent his apologies. He did not submit a report in his absence.
Executive Committee’s Reports

Presidents Report

I would like to begin by thanking the committee for their fantastic support during 2012. Thank committee. Thanks to Damien for taking the minutes of every meeting, to Jo-Anne for being prepared to answer every query and for being efficient with all the financial dealings of the committee, To Mary-Anne for making sure that the Parents and Friends ahs a presence in every newsletter and that it is professional. Caz for her catering and prayer at every meeting and always being prepared to lend a hand when she can. To Fiona for helping with the social committee. Lynette and Suzanne, Mother’s Day and Father’s Day stalls just seem to happen, but that is because of your tireless work behind the scenes I am extremely grateful for all that you do. To Lauren and Lucita for organizing the 2nd Hand uniform shop and making the transition effortless and to Teresa and Enzo the every willing working bee coordinators.

Tamara has had to resign due to personal commitments. I wish to thank her for her efforts last year and to thank her for her enquiring mind. Tamamra provided a fresh perspective and a Kindy Mum and would often ask “Why does it happen that way?” which can lead to growth and examination of things which are often taken for granted.

Thanks also to Steven and Olympia for their support. As a new executive they have also asked questions and encouraged and supported the Parents and Friends to do their job more efficiently.

Thanks to Jo-Anne and Judith Sukamar for their assistance with the Tea and Tissues morning tea. It provided a great opportunity to meet with some of the new parents, grandparents and carers.

Welcome BBQ had around 100 people in attendance despite clashing with Catherine McAuley’s welcome BBQ who braved the heat and came out to our welcome BBQ. Everyone seemed to have lovely evening. Thank you to the staff who stayed to meet the parents it was greatly appreciated.

A special thank you to all the people who helped with the preparation for the BBQ and the setting up and packing away on the night. Thanks to Michael Odello for coming to our rescue with his gas bottle. Thanks also to Ana Chawa, Judith Sukamar, Teresa Maldigri and Damien and Danielle Gardner who helped with the preparation on the night and to Enzo Maldigri and Naim Mantoufeh for the cooking of the BBQ. Also thank you to Sue Mantoufeh for the beautiful food she provided for our celebration and to Fiona Johnson-Grech for her help with the cleaning up.

Treasurers Report

An independent Auditor has reviewed books and a report is available with these minutes. A small snapshot is below.

Bank Balance is $23815, which includes a term deposit of $6202. This will be used to cover the float for the fete.
2nd Hand Uniforms has banked $199 to date.
Committees' Reports:

Publicity Officer: Any items please send it through Mary-Anne or Danielle. Alternatively send to school email address. Deadline of Tuesday.

The newsletter is now going to be published on a Wednesday so as to alleviate Friday stress in the office and to try to encourage more parents to read it. Please keep this in mind when preparing things for inclusion in the newsletter. Note days are Wednesday and Friday.

Parents' Representative Council: Danielle Gardner

- Next meeting 4th March. A speaker is organized to speak about “Tips for the Teenage Tighrope.” Promises to be interesting. At the Aengus Kavanagh Centre.
- Last PRC in November was about using the internet as forum for education. Looked at using YouTube, and tools designed for grandparents to read books to kids "over the internet" to enable parents who work or can’t come to the school to help with the children’s literacy program.

Working Bee Coordinator: Teresa Maldigri

Nothing to report. Expect there will be work to do in preparation for the fete.

2nd Hand Uniform: Lucita Rajaratnam

2nd Hand Uniforms has banked $253 to date.
Wanted to know how much to charge for Library bags. The school is no longer selling them and there is some stock in the Second Hand Uniform shop. Decided $2 is reasonable.
Keeping a float of $30 so we have advertised in the Newsletter asking parents to have money as close as possible to their desired purchase.

Social Committee: Danielle Gardner

Welcome BBQ was a big success.
Looking to hold a disco as the next Social gathering. Proposed dates are Friday 7th or Friday 24th May 2013

Fete Report: Suzanne Stanton

A meeting was held earlier tonight and everything seems on track. A few more parishioners have volunteered which is great.
Looking at having a Mufti Day on Friday 22nd March for the children to bring in a basket. Other mufti days have been organized.
The big thing is getting the raffle tickets out. We are still waiting on donations from businesses. Need to start selling the tickets as soon as possible.
Next fete newsletter will try to get some much needed volunteers to run some fete stalls. The legwork has already been done, we just need someone to stand there on the day and collect the money and supervise the stall. Hoping when people recognize this they will volunteer.
**General Business**

**Danielle Gardner:** The freezer doesn't work. Jo-Anne has called Westinghouse to find out what the cost of a repair will be. Has been advised that depending on the nature of the problem the call out fee may be $99/144 and repair and parts cost extra. Sue Shumack suggested calling Parry Hills Appliances- mobile repair as he had children who went to the school and he may be cheaper than the Westinghouse repair people. Decided we will get another quote. If the quote is more the $300 we will replace the freezer. Decided if it is necessary to replace the freezer to have a budget of $700 on a new freezer. Proposed Teresa Maldigri Seconded Suzanne Stanton Jo-Anne Caine to follow up.

**Joanne Sakr:** There have been complaints about the Canteen staff and their attitude to the children. She can be rude and abrupt and children have been shortchanged and sent away. Freda has sent out a note asking for parent volunteers at lunch as this is the busiest time. Steven will be following this up to ensure a roster goes out.

The contract is up for review at the end of term. If parents have feedback on the canteen or any issue they can email it to the school via the website. If there are other helpers in the canteen then they can feedback and help alleviate the stress the staff are under. If something serious arises regarding an incident with the canteen please see Steven and Olympia.

Parents need to acknowledge that the canteen is a very pressurized environment and there are less and less volunteers these days. Students can also be demanding of canteen staff. The school can no longer run canteens as they detract from learning and Steven is not averse to closing the canteen if need be. The decisions regarding the canteen will be made in consultation with parents.

**New Business**

Suzanne Stanton needs a cheque for the purchase of Mother's Day Gifts. Jo-Anne Caine will organise this with her.

Teresa Maldigri asked if we could have a school photo fundraiser. Shall look at having one in October. Suzanne Stanton to organise for October / Term 4

**Next Meeting Dates**

Executive Meeting- 8th May  
General Meeting- 22nd May  
PRC- Monday 4th March  
Parish Council- 16th April

Meeting Closed 9:01 pm
Annual General Meeting
Wednesday 20th February, 2013.

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Apologies:  Caz Learmonth, Lucita Rajaratnam, Fr Paul Sireh O.Carm, Fiona Johnson, Christine Andreou.

All positions were declared vacant and nominations taken for

President:  Danielle Gardner
Nominated Sue Shumack
Seconded Teresa Maldrigri

Vice President:  Pauline Raad
Nominated Danielle Gardner
Seconded Suzanne Stanton

Treasurer:  Jo-Anne Caine
Nominated Suzanne Stanton
Seconded Danielle Gardner

Secretary:  Damien Gardner
Nominated Sue Shumack
Seconded Teresa Maldrigri

Parents Representative Council Representative:  Pauline Raad and Sue Shumack
Self nominated
Seconded Suzanne Stanton

Publicity Officer:  Mary-Anne Boustany
Nominated Pauline Raad
Seconded Suzanne Stanton

Fundraising Committee:  Suzanne Stanton
Teresa Maldigri
Lanette Achmar
Jo-Anne Caine
Joanne Sakr
Self nominated
Seconded Suzanne Stanton, Danielle Gardner and Teresa Maldigri

Second Hand Uniform:
Lucita Rajaratnam
Self nominated
Seconded Danielle Gardner

Social Committee:
Fiona Johnson
Ana Chawa
Teresa Maldigri
Self Nominated

Working Bee Coordinator:
Teresa and Enzo Maldigri
Self nominated
Seconded Danielle Gardner

Fete coordinator:
Suzanne Stanton
Decided by Fete committee meeting
Many thanks to Suzanne for her hard work and dedication.

Danielle Gardner to check if Tamara Petty would be happy to process the Federal Grant application and whether Caz Learmonth would like to continue in some capacity on the executive.

Meeting closed: 9:17 pm

*Tamara is happy to continue to process the application for Federal Funding.*
*Caz needs to spend time focusing on her family as her niece is very sick and asks for our prayers for her niece and her family during this difficult time. She will help when she can.*