



STAR OF THE SEA P&F COMMITTEE
MINUTES OF MEETING for: 14 February 2023

Venue	Star of the Sea Catholic Primary School		
Date	17 March 2023		
Mtg Opened	0930am		
Attendees	Mauricio Da Silva (Principal), Lisa Boyle (Assistant Principal), Jodie Griffin (President), Lisa (Vice President), Katie Flunder (Treasurer), Dom Soroka (Staff), Alana Thyssen (Staff), Kirstie Spadaccini, Chelsea Hoogwerf, Karla McInerney)		
Apologies	Teresa Roberts		
Chaired by	Jodie Griffin	Minuted by	Lisa Coyle

	ITEMS OF DISCUSSION	
1.0	OPENING PRAYER: led by Lisa Boyle with Irish Inspiration on St Patrick's Day	
2.0	WELCOME & INTRODUCTIONS: All new and existing members were welcomed.	
3.0	APOLOGIES Teresa Roberts	
4.0	MINUTES READ FROM PREVIOUS MEETING: Minutes were Read and Passed by Jodie Griffin. and seconded Lisa Coyle (who both attended the last meeting).	
5.0	BUSINESS ARISING FROM PREVIOUS MINUTES: P & F confirmed availability with OHSC and booking to the Hall on following dates; <ul style="list-style-type: none"> • Mother's Day Stall Tuesday 9th May • Mother's Day Mass and Breakfast Friday 12th May • 1-2-3 Magic and Emotion Coaching 17TH and 24TH May • School Disco Friday 16th June • Fathers Day Stall Tuesday 29th August • Fathers Day Mass and Breakfast Friday 1st September P&F confirmed that light meal refreshments such as wraps, rolls and fruit will be provided for volunteers at the SOTS swimming carnival 24th May 2023. Volunteers will be asked to bring their own sustainable water bottle as the P&F look to support the reduction of single use plastic waste.	
6.0	REPORTS	
6.1	Principals Report (See attached) Playground upgrade due to commence Term 2 Week 1. Completion within 4 weeks of start date with minimal disruption to staff and students expected. Uniform proposal for Kindy to Year 2 committee has been formed. There has been a very positive response to the uniform survey with 264 replies to date. This will provide a fundamental base for discussions by the subcommittee due to meet early in Term 2.	

	<p>A reminder to families to contribute feedback to the uniform survey will be sent in the next newsletter.</p> <p>Star of the Sea will host the WANSLEA Early Intervention workshop for families in the hall on the evening of 15th May 2023. Pleased to be able to support the community and families with children who may have a developmental delay or disability to access information from WANSLEA regarding the ECA program. Rockingham Council will organise and plan the event in consultation with WANSLEA and SOTS.</p> <p>P & F Terms of Reference will be distributed by Grace to the P & F Executive team.</p> <p>Pleased to hear a CEWA finances discussion focussing on how best the funding and invoicing will be managed with P&F. Faith (Staff). Jodie and Katie (P&F) present.</p>	
6.2	<p>Presidents Report – Jodie Griffin</p> <p>The new P & F page on School website has received a very positive response from Parents regarding the streamline of communication. Special thank you to Alana Thyssen for her support with recreating the page.</p> <p>All communications regarding Volunteers for the Swimming Carnival on the 24th May 2023 should be forwarded directly to Mr Garrote. P&F will advertise on facebook page and check in with Mr Garrote regarding the support required. There will also be light meal refreshments such as wraps, rolls and fruit for volunteers at the SOTS swimming carnival. Volunteers will be asked to bring their own sustainable water bottle as the P&F look to support the reduction of single use plastic waste.</p> <p>Class Representatives are still required for classes 1G, 1B and 3W. Intend advertising on P&F facebook page and ask current class reps to do the same</p>	
6.3	<p>Treasurers Report – Katie Flunder (See attached)</p>	
7.0	<p>GENERAL BUSINESS</p>	
7.1	<p>Alison Jordan has resigned as Secretary due to relocating overseas in the near future with her family.</p> <p>Teresa Roberts nominated for the position. Jodie Griffin and Maurico Da Silva endorsed the nomination. Teresa Roberts is welcomed in absence as the New Secretary.</p>	
7.2	<p>Kirstie Spadaccini has volunteered to take the lead in consultation with Dom Sporoka (Staff) regarding the buying of new Sports Equipment. The purchase is intended to be more than just balls and will support each year group and encourage outside play. Plan discussed to check the current equipment in consultation with Mr Garrote to ensure not to double up on items. Consideration of physical health, stimulating resources and materials (inclusive of all children’s needs), development and wellbeing of all year groups when purchasing items for outdoor play. Budget of minimum \$3000 requested.</p>	
7.3	<p>P & F intend supporting an Easter Raffle again this year. Intention would be to provide a ticket for each child with the prizes drawn at final assembly in Week 9. Jodie and Katie volunteered to buy the easter prizes.</p>	
7.4	<p>Footy tipping competition has been successful with 48 members signed up. More participants are always welcome to join with details on P & F page.</p>	
7.5	<p>Chelsea Hoogwerf outlined the Mothers Day buying team is underway and will continue to liaise with Katie regarding finances.</p>	

7.6	School Disco confirmed for the 16th June 2023.	
8.0	FUNDING DISCUSSIONS	
8.1	Proposed and agreed funding allocation: <ul style="list-style-type: none"> • Sporting Equipment - \$5000 • Easter Raffle - \$300 	
9.0	NEXT MEETING: Tuesday 9 th May 2023 7pm	
10.0	MEETING CLOSED 1012am	