



ST FRANCIS XAVIER PRIMARY SCHOOL
PARENTS & FRIENDS COMMITTEE MEETING Minutes - March 14, 2017

Attendee's: Haley Morris, Mel Sorgiovanni, Liz McBride, Anita Teakle, Ben Doyle, Sophie Dyson, Penny Walker, Jacquie Warr, Simone Watson, Mel Gray, Tara Kirby

Apologies: Donna McAullife

Venue: SFX Library

Meeting Commenced: 7.09pm

1. Previous Minutes

The minutes of previous meeting February 14, 2016 were accepted as a true and accurate record: Accepted: Haley Morris Seconded: Penny Walker

2. Business Arising from the previous minutes

2.1 Junior Area Concepts –

Current have equipment in storage to be implemented in the April School Holidays. **Ben** to contact Perth Native Play Solutions to see what would be involved to have some specifications drawn up to repurpose the existing pergola into a suitable fort for the PP/Kindy area.

Mel to look into old minute for a contact for the existing natural playgrounds (Bernard?)

2.2 Father Child Campout –

With the new requirements to hold an overnight event on school grounds. We will not be able to run the Father Child Campout this year. Ben to review what is required and come back to P&F with what needs to be done to possibly hold the event in the future.

Need to come up with another idea for Dad's to do with Yr 4 & 5 kids at the school.
 Eg: Create an alternative exciting evening event at the school that finishes by 10pmish, so families can go home.

2.3 Athlete's Foot Promo –

Haley spoke to Manager. Promo runs all year around – for every pair of school shoes purchased, school receives \$5.00. Manage will look to create flyer to send out to SFX families. Need an authority from **Ben** to commence with offer. **Ben** will also need to provide a blurb for the flyer.

2.4 Easter Raffle –

Will do up 20 tickets/bag at \$1.00/ ticket

22nd March (Wed) 8.30am – Skeetas

3rd April (Mon)

5th April (Wed)

6th April (Thur) 3.00pm – School

7th April (Fri)

Put tickets, flyer and bags together

Eggs to be delivered to school

All tickets back to school

Put together hampers

Drawn at school assembly

3. Reports:

3.1 Principal's Report

Please see attached

3.2 Treasurer's Report – Anita Teakle

Refer Treasurer's report accompanying Minutes.

- CDF Balance	\$27,561.19
- ANZ Cheque Account	\$11,901.24
- Less funds committed	\$
- Plus Funds to bank/transfer	\$19,119.45

TOTAL

\$20,397.21

CDF Fund had been reinvested for another 3 months, due to expire in 25 April 2017.
Agreed by committee to roll for another 3 months.

P&F Levy and Easter raffle proceeds should be enough to cover Lancon invoice.

Bright Stars – Need a letter on school letterhead from Ben to provide bank details for payment. **Anita** to draught.

3.3 **Board Report:** – Ben Doyle

Board are still working on the new Strategic Plan for the school.

Head boy Alexander and head girl India – brought forward views from the kids, as to what they would like to see added or done to the school.

3.4 **Calendar of Events & Fundraisers**

Term 1. Easter Raffle – Flyers and tickets to go out 27th March for draw 7th April

Term 2 Junior Disco – 26th May

Term 3

*Term 4 4 & 5 Quiz night – November (3rd??)
Feast Day – 3rd December*

Other future possibilities:

Clara – Swimming with Sharks talk 1-11/2hr (Feb/Mar/Apr)

Movie night

Adidas Fun Run – to tie in with the Cross County

P&F fundraising goals

Junior area

4. **Correspondence In:**

Promotional fundraising material.
PPFWA Membership invoice

5. **Correspondence Out:**

6. **General Business:**

Haley to send out copy of the calendar of events for 2017.

Ben to contact Kick Solutions for a more vibrant design for P&F notice board

Crazy Camel fundraiser to be decided at next meeting for 2017.

Simone has taken the Fundraising flyers home for review.

Special Skills of P&F Committee:

Sophie – will have an embroidery machine soon (if helpful for anything)

Demelza – offer of vouchers (donations) and any Hair & Beauty requirements if any

Liz – Woodwork, Metal work, Art, Textiles & Design

7. **Closed:**

There being no further business to discuss the meeting closed at 8.30pm.

8. **Next Meeting:**

The next P&F meeting is scheduled for **16th May, 2017** in the SFX Library. **All welcome – BRING A S-F-X FRIEND!**

Minutes recorded by Melinda Sorgiovanni, Secretary