



Minutes to P & F Meeting

Held in the Staff Room at 7.02pm on Wednesday 5 September 2018

Welcome / Prayer / Reflection

Present: Kerry Hewitson, Brigid Bryce, Jo Saunders, Libby Murray, Michelle Williams, Rosalie Bonekamp, Stacie Morabito, Susie McAtee, Katrina Catalano, Anne Scasserra, Tania Napoli, Helen Barry

Apologies: Bec Drury, Alysia Hickling

Pre Meeting

*Siobhan & Theresa visited out meeting from the P&F Federation Inc. to talk to us about their role in supporting Catholic P&F Schools. They all explained the role they play within Catholic Ed, and the history of organization.

*They will be changing their name in early 2019 to Catholic School Parents W.A, so it clearly states the alliance to Catholic Schools.

*PFFWA also run a successful learning program available PK-2 run by PFFWA to affiliated schools, which is available to run for parents.

*P&F Committee will make contact with PFFWA prior to meetings to see if they want to add anything to the agenda.

*For more information <http://www.pff.wa.edu.au/>

Minutes of previous Meeting

1st Jo Saunders

2nd Tania Napoli

Actions from Previous Minutes:

Correspondence

Correspondence Out: NIL

Correspondence In: NIL

Reports

Principal Report

Kerry Hewitson

*Please see report attached

Board Report

Katrina Catalano

- *Solar panels have been installed
- *Defibrillator has been installed at the back of the Admin block. Will be utilised as a community defibrillator
- *Undercover area – floor complete
- *Trophy cabinet has been installed in undercover area
- *Library Makeover is complete. New mats and teacher chair are on order
- *Mardo Ave bus shelter is very close to completion
- *Shade sails have been inspected and repairs are taking place as necessary

Treasurer Report

As at 31 July 2018:

Opening balance as at 31 July 2018	\$18464.83
Income for the Month	\$9084.95
Expenses for the Month	\$12998.02
Unpresented cheques	\$1606.02
Outstanding Deposits	\$580.00

Bank Statement Balance as at 5 Sept 2018 **\$15577.78**

CDF Term Deposit as at 5 September 2018 \$5981.56

Full reconciliations attached

Figures true & correct

1st Michelle Williams **2nd** Jo Saunders

General Business

1. School Disco
Awesome feedback. Disco was well received, numbers down a little but overall was a successful event. Some glow products left over. Sausage sizzle better this time than last time.
2. Fathers Day Stall
Products ordered versus sales are the perfect combo. Kids loved it again this year.
3. Netball Fever
Lots of people attended, well received for a last minute event
4. John Coutis
*Waiting on Try booking money. Following up on how long to get the money back into our account for sales.
*Engaging, inspiring talk. Well worth the visit.
*Wine left over, will be rolled over for another event
5. Edu dance – Term 4, school request (from Kerry) donation from P&F towards it. Will be able to teach the kids dance routines for the Christmas concert. Week 8 proposed date. P&F to contribute \$5000 to pay. Majority voted to pay the amount and invite her to visit the school again.
6. Year 6 graduation booklets – need to get started on making them. Helen is co-ordinating.

7. Term 4 events – Christmas disco, gold coin donation entry. Family environment, no glow products. Get some dates off Bree & Luke. Possible movie night, visit from Santa?
8. Welcome event for the 2019 school year. Open to all school families, not just new families. Discuss at next meeting. Possible sundowner??
9. Funds raised barometer keeps getting forgotten – discuss at next meeting to sort this out.
10. P&F Yearbook round up – add all fundraising activities, what money went towards so families can see where their money went.

Other Business

1. Libby – Library, employ librarian?? Is there anyway that we can get a librarian back?? Moving away from teacher/librarian. A lot of online basis now, the teachers now are stepping up and working within the library. Story chair etc..
2. P&F Reps. Ongoing discussion. Introduce at parent info night?
3. Helen thanked everyone for mucking in and helping out with events etc.. It is nice having a supportive group that helps each other out.

Meeting closed at 8.40pm

Next Meeting – Wednesday October 10, 2018

Christianity Friendship Respect

5th September Principal Report P&F

Learning

Our school choir travelled to Perth on 15th August to participate in the 29th Annual Performing Arts Festival for Catholic Schools and Colleges. The Leschenault Catholic Primary School Choir - Selected Choirs received an Outstanding Award in the Primary Choral Singing section of the Festival. The support of the many parents on the day was very much appreciated.

Opti-MINDS Creative Sustainability Challenge is an inclusive team challenge which empowers participants to Think, Create & Communicate. Twenty-one of our fantastic Year 4-6 students were selected to represent our school in Opti-MINDS in the Regional Final on Saturday 1st September 2018. There were three teams which were assisted by Sonia West, Lisette Tilbrook, Monica Jessop, Emma Sullivan & Leisa Clarke

Team 2 won the Regional Final on Saturday! All students are to be commended on their efforts throughout their Opti-MINDS experience.

Engagement

Last Friday the children were fortunate to listen to the inspirational speaker John Coutis, who spoke to them about being responsible for what they do and the importance of setting goals in life.

Athletics Carnivals are taking place this week. On Tuesday we had the Jumps & Throws and today was the Junior Carnival. Friday is the Senior Carnival. Many thanks to Cath Hancock for all her work to make these carnivals run efficiently with maximum participation.

Book Week will be celebrated in Week 10 (17-21 September). The theme we have chosen for this year is 'Farming in Australia'. A Dress Up Day/Parade will be held on Wednesday 19 September; children can dress to suit the theme for a gold coin donation to go towards drought-stricken farmers. Lunch time activities will be held in the Library, led by the Year 6 Library Ministry on Tuesday, Wednesday and Thursday.

Children from across the Year levels are busy preparing an Art Display for the annual Brunswick Show.

Accountability

The Catholic Education Commission of Western Australia (CECWA) was established to ensure that the Bishops' Mandate for Catholic Education is implemented throughout Western Australia. For the past few years, CECWA has arranged for one of its monthly meetings to be held in a non-metropolitan town or city. This year the CECWA country visit will be to Bunbury with the CECWA meeting being held on Friday 7th September. Members of the commission will visit LCPS tomorrow afternoon between 1:30 – 4:00pm.

Discipleship

This Sunday our parish is hosting a Youth Festival after the 8:30 am Mass. Families are encouraged to come along and join in the fun and help raise money for the youth in our parish.

Kerry Hewitson

6th September 2018

Leschenault Catholic Primary School P&F
Bank Reconciliation as at 5th September 2018

Catholic Development Bank Account

\$

Bank Balance as at 31st July 2018 **18,464.83**

Add:
Deposits

Date	Description	
28/08/2018	Disco - Notes	6,015.00
28/08/2018	Disco - Coins	119.45
03/09/2018	Netball Fever - Notes	336.00
03/09/2018	Netball Fever - Coins	135.10
03/09/2018	Father's Day - Notes	700.00
03/09/2018	Father's Day - Coins	1,199.40
05/09/2018	Father's Day - Notes	40.00
05/09/2018	Father's Day - Coins	60.00
05/09/2018	John Coutis door sales - Notes	480.00
		<u>9,084.95</u>

Less:
Cheques

Date	Chq #	Description	
01/08/2018	168	Leschenault Catholic Primary School - Redcats	7,595.00
10/08/2018	170	Moon & Back School gifts - Father's day	977.00
22/08/2018	171	Float - Disco	2,190.00
24/08/2018	172	Float - Netball Fever	180.00
29/08/2018	173	Float - Father's Day Stall	450.00
03/09/2018	174	Annette Crescenzi - Netball Fever	108.89
03/09/2018	175	Katrina Catalano - Disco	303.02
03/09/2018	176	Helen Barry - Netball Fever	51.91
03/09/2018	178	Ilum8 Glow Products - Disco	805.60
03/09/2018	179	Rosalie Bonekamp - Western Australia (Ad for raffle)	50.40
05/09/2018	180	Stacie Morabito - Disco/John Coutis	150.45
05/09/2018	181	Elizabeth Murray - Disco	135.75
			<u>12,998.02</u>

Bank Balance as at 5th September 2018 **14,551.76**

Add: Outstanding cheques

Date	Chq #	Description	
03/09/2018	174	Annette Crescenzi - Netball Fever	108.89
03/09/2018	175	Katrina Catalano - Disco	303.02
03/09/2018	176	Helen Barry - Netball Fever	51.91
03/09/2018	178	Ilum8 Glow Products - Disco	805.60
03/09/2018	179	Rosalie Bonekamp - Western Australia (Ad for raffle)	50.40
05/09/2018	180	Stacie Morabito - Disco/John Coutis	150.45
05/09/2018	181	Elizabeth Murray - Disco	135.75
			<u>1,606.02</u>

Less: Outstanding Deposits

Date	Description	
05/09/2018	Father's Day - Notes	40.00
05/09/2018	Father's Day - Coins	60.00
05/09/2018	John Coutis door sales - Notes	480.00
		<u>580.00</u>

Bank Statement Balance as at 5th September 2018 **15,577.78**

Catholic Development Term Deposit

Opening Balance as at 31st July 2018	5,981.56
No change	
Closing Balance as at 5th September	<u>5,981.56</u>

Leschenault Catholic Primary School P&F
Profit for Netball Fever 2018

	\$
Total Income	471.10
Less: Float	<u>180.00</u>
	291.10
Less: Expenses	
Buns	28.50
Decorations	25.90
Raffle/prizes	82.99
Sweets/drinks/onions	<u>51.91</u>
	189.30
Profit for 2018	<u><u>101.80</u></u>

Leschenault Catholic Primary School P&F
Profit for Father's Day Stall 2018

	\$
Total Income	1,999.40
Less: Float	<u>450.00</u>
	1,549.40
Less: Expenses	
Moon & Back School Gifts	977.00
Profit for 2018	<u><u>572.40</u></u>

Profit for 2017 531.40

$(1712.4 - 200 - 143.2 - 837.8) = 531.40$

Leschenault Catholic Primary School P&F
Profit and Loss for Disco held on 23 August 2018

	1st Session	2nd Session	Glow Sticks	Sausages/ Drinks/ Snacks	Prizes	Total
Income						
Float	315.00	315.00	520.00	1,040.00		2,190.00
Income received	540.00	755.00	1,102.60	1,546.85		3,944.45
Total Income	855.00	1,070.00	1,622.60	2,586.85	0.00	6,134.45
Expenses						
Float	315.00	315.00	520.00	1,040.00		2,190.00
Glow Sticks			805.60			805.60
Juices/Chocolates/Soft drinks/Water				303.02		303.02
Prizes						0.00
Sausages/Bread rolls/ Sauces				157.00		157.00
Total Expenses	315.00	315.00	1,325.60	1,500.02	0.00	3,455.62
Total Profit	540.00	755.00	297.00	1,086.83	0.00	2,678.83

Total Profit of Disco \$2,678.83

	This disco	Previous disco
Total number of students 1st session	108	128
Total number of students 2nd session	151	169
	259	297

Profit for previous Disco \$2,762.37