



St Peter's Primary School – Parents & Friends Meeting Minutes

7:15pm Tuesday 10th November 2020

1. **WELCOME:** Emma Butler

2. **OPENING PRAYER:**

3. **ATTENDANCE:**

Paul Hoareau, Ruth Lyra, Laila Gizzarelli, Nathalie Vidot, Paul Brennan (AP), Pina Hutchinson (Prin), Maggie Poh, Susan Isaacs, Stefanie Drabarek, Gemma Palmer, Kylie Skinner, Joanne Suresh, Courtney Dunsire (AP), Emma Butler (Pres), Gatsoulis (Sec), David Fitzpatrick (VP)

Apologies: Amanda Cox (Com Mem), Frances Simpkin, Magda Wittek (Tres), Nicole

4. **MINUTES FROM PREVIOUS MEETING**

Motion to accept minutes from P&F Meeting 8th September 2020 (*No October meeting minutes as meeting was deferred to November 2020*)

Motion to pass: Nicole Gatsoulis and David Fitzpatrick

5. **BUSINESS ARISING FROM PREVIOUS MINUTES: (Emma Butler)**

- Nil

6. **REPORTS:**

a. **Principal's Report:** Pina Hutchinson– **Please see attached report**

b. **P & F President:** Emma Butler

c. 2021 Board member nominations open – nominations close 16th November.

Due to State Government COVID-19 Restrictions previously in place this year– we now only have 4 weeks until the end of the school year – and due to the logistics involved in the event preparation we will not host an end of year P&F family event in 2020.

All year 6 students will be invited to the 2021 “welcome event” – providing COVID-19 Restrictions permit the event to occur.

With P&F events from March 2020 onwards were cancelled due to COVID-19 restrictions and this presents an exciting opportunity to allocate the budgeted funds to a project that will benefit all the children at St Peter's.

Due to the importance of STEM in our children's education – the opportunity to fund a STEM room for the school can now be achieved. All children in the St Peter's Community will be able to enjoy this facility – in lieu of this year's events.

Other matters

Received \$100 from local government.

P&F Executive are preparing for the AGM on the 1st December and planning for 2021

And that is it – just business as usual - thank you.



d. Treasurer's Report:

Preparing for AGM and the Annual Audit. Bank Balance currently \$74,884.00 Funds from the events that have been cancelled due to COVID account for the extra funds in the account.

7. GENERAL BUSINESS:

- a. **P&F Committee Members 2021** – Nominations close 16th November 2020 – If you are interested in helping out, please submit your form asap and if you have any questions about the roles available and the time required each month, please contact any of the existing P&F Exec Members. Volunteers need to attend the monthly meeting and an additional hour per month to read the draft minutes, provide feedback about proposals and planning that are put forward to the P&F committee and feedback is provided via email) so only 2 hours per month (8 meetings each year).
 - b. **P&F Sub-Committee Members 2021** – existing members please confirm if you are continuing or who your replacement will be.
 - c. **P&F Person of the Year & Life Membership** – entries close 16th November – please nominate a member of the community who has “made a difference” by donating their time and resources this year.
 - d. **Class Reps 2021**
Will use online system again – Sign Up. Look out for the Sms and email.
8. Questions – Nil
9. **CLOSE MEETING:** 7:30pm

Outstanding Actions from Meeting

ITEM TITLE	ACTION



PRINCIPAL P & F REPORT NOVEMBER 2020

Administrative Matters

School Enrolment- I am pleased to announce that our 3-Year-old Program is full for 2021. At the end of this year we have an enrolment of 741 students. St Peter's continues to be a school of choice in the area. I thank staff, students and parents who all contribute to the excellent reputation our school upholds.

AGM/Parent Volunteer Thank You- I encourage families to join us at 6pm on the 1st December for wine and nibbles. This is an opportunity to thank all our parents for their continued support of our school. The AGM will commence at 6.30pm and classroom teachers for 2021 will be announced.

Educational Matters

Kindy Orientation- Over the next two weeks we will welcome our 93 Kindy students for 2021. The welcome workshops are always well attended by parents and our new kindy students enjoy their first experience in their new learning environment.

Transition Day- On Wednesday 2nd December all our students will be attending our whole school transition morning 9-10.25am. This will give our students an opportunity to meet their 2021 classroom teacher and fellow students. On this day we ask that our current Kindy Blue students also attend school from 9-10.25 to meet their Pre-Primary teacher and fellow classmates. We believe this initiative will relieve concern around the beginning of the 2020 school year.

Christmas Concert- As per our school calendar, this event will take place on Friday 4th December. A schedule of events will be issued early next week. We will run the concert whilst mindful of COVID restrictions. These restrictions were received by the Executive Director of CEWA and published in the last newsletter.

Theological Matters-

Remembrance Day- Tomorrow we will hold a special ceremony, lead by our Year 6 Spiritual Ministry Leaders, to remember all those who have died in war. A small group of our leaders will also attend the local council Remembrance Day ceremony. We will pray that we will keep alive the memories of those who laid down their life for the sacred cause of freedom. The students were reverent, respectful and will wear their red poppies with pride.

Pina Hutcheson
Principal

Date 10th November 2020