



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

7:00pm Tuesday 18th May 2021

1. WELCOME: Emma Butler

Hi everyone,

- Thanks for taking time out of your busy lives to attend this evening.

2. OPENING PRAYER – Pina Hutchinson

3. ATTENDANCE:

Paul Brennan (AP), Courtney Dunsire (AP), Emma Butler (Pres), David FitzGerald (VP), Magda Wittek (Tres), Natasha Dowson (Exec Comm)

Rozanne O'Kane, Kayleen Eastman, Sian Bartlett, Rita Panebianco, Bianca Flamini, Rebecca Dee, Natalie Palermo Martin, Ruth Lyra, Melisa O'Brien, Lauren Sikora, Claire Perlini, Leigh Thomas, Amy Suiter, Jo Southern

Apologies: Pina Hutchinson (Prin), Kylie O'Driscoll, Jo Oksanen

4. MINUTES FROM PREVIOUS MEETING

Motion to accept minutes from P&F Meeting – March 2021

Motion to pass: **Magda Wittek and David FitzGerald**

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

School Uniform Sub Committee – established. 6 members (Jo Southern, Michelle Prior, Natasha Dowson, Claire Perlini, David Fitzgerald & Anthony Ruehland) will report to the board, School Leadership Team and present to P&F. Stage 1 – Girls shorts and trousers – Stage 2 – other school uniform items

REPORTS:

- a. Principal's Report:** Pina Hutchinson– See attached report
 - b. P & F President:** Emma Butler - **Welcome Thanks for coming along this evening**
- **RidetoSchool Day** – occurred on the 19 March, more than 200 stickers were handed out – it was a great outcome. Thanks to all the families who got involved and Michelle Prior and the volunteers who made it possible.
 - **Picnic on the green** – held on the – 26 March 2021 - More than 500 community members attended this year's event. Feedback about the event was very positive and the happy children at the event proved to be a good indication of the events success. A very big 'Thank you' to Renee Bennett for coordinating the event.



- **Mother's Day Stall** – stall was held on the Thursday & Friday before Mother's Day. Big thank you to Michelle Carter for all of her time organising the gifts for the stall, coordinating volunteers and all the background administration. We are very grateful for how generous she has been with her time and we will look to streamline the process ahead of next year's event.
- **School Banking** – Jo Oksanen is unable to attend tonight so her update is as follows. All is going well with school banking, we have two new volunteers from a recent request so that will keep Banking operational until the end of this year. However we will require more volunteers in 2022, as several volunteers will be leaving the school as their children will move to High School.
- **A P&F Executive Member/Committee planning session** was held so we could plan and refocus following the disruption of 2020 due to COVID.

- During the session it was decided that it was time to conduct a survey to seek community input about P&F Activities, priorities, process and how to engage more parent support/volunteers for these activities.

We have received some feedback outside of these meetings, from the community this year about several of the activities we are carrying out, so it seems very timely to seek everyone's feedback.

Hopefully this will eliminate any 'Nay Saying' from occurring in the background - and help to bring it to the foreground, so 'Positive action can be taken'. As you are aware, these meetings are held so any concerns in the community can be raised. I was very happy during the last meeting when the discussion around school uniform occurred, even though it was going against the majority opinion - one attendee was very comfortable to raise their opinion that they did not agree with girls wearing trousers, and everyone was respectful and listened to the rationale for 'why' – which is perfect in a democracy. We have an environment here that allows people to be comfortable and raise their views – we encourage feedback and hence the survey process commencing.

- Teacher gifts 2021
- During the March 2021 P&F meeting, unanimous support was given by the meeting participants for Class Gifts to be funded by a 'P&F Levy Rebate' approach. It was considered to be a way of 'giving back to the community' (rather than asking for more funds), as several events could not be held in 2020 due COVID restrictions. (Exemption was provided by **Catholic School Parents WA (CSPWA)** for the funds to be used for this purpose – due to COVID impacts in 2020).



Following the meeting, feedback was received from several community members, and it was decided that a different approach would be taken. Apologies to all the families for the inconvenience and confusion caused by this change of approach, and please be assured the P&F Executive are actively working towards other ways we can 'Give back' to the community.

On a personal note, I was disappointed the original approach had to be overturned but this has allowed us to look at this legacy process and others e.g., the collection of funds for children to spend at the Mother's Day stall etc. So, we can improve it, streamline it and make it more convenient for our current community.

I would like to thank all the Class reps for being so understanding about this last-minute process change and the last minute communication and information that followed. I was closing out work as we were heading away for a family break - so it made it even harder to communicate efficiently- but I appreciate so many of you contacting me directly for clarification about what had happened.

A very big thank you to Amanda Cox and Magda Wittek for their support getting out communication and funds to the class reps via the last-minute changes.

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

- **Claire Perlini** – noted that issues should be brought up at the meeting and not after

Jo Southern – School Disco

Will be on a Thursday 3rd June

- 2 sessions: Years 1-3 4.30-6pm and year 4-6 -6.30-8pm
- No parent involvement unless volunteer
- Drop off and pick zones to be advised
- Photo booth – raising money. Gold coins
- Water available
- Tickets available via Eventbrite – in the newsletter on Friday



Loose Parts

- Bianca Flamini/Rita Panebianco/Rebecca Dee provided an overview of the program which is proposed to be established and the benefits to children.
- Parents encouraged to donate items on Saturday 23rd May on the school oval.
- Seeking funding from the P&F for storage space/monkey bars/extra toys. (approx. \$15,000) – to be confirmed by quotes.
- Clarified that this is for the whole school and not just early learning.
- Unanimous support via all attendees for P&F to provide funds.

Parent Event

- Mel O'Brien
- Parent event did not go ahead last year due to COVID
- Mid-end October
- \$35 pp
- Ticketing online
- Alternate suggestions welcome
- Further information to follow

Class Reps

- Replacement Class Rep required (5B)

Year 6 disco - Graduation

- Courtney Dunsire confirmed that this is not a School event but a Parent responsibility

Meeting Closed – 7.40

6. GENERAL BUSINESS:

n/a



**DRAFT P&F EVENT & ACTIVITIES LIST 2021
(Sub-Committee Members, Vacancies & Volunteers)**

2021 P&F Exec Members – Emma Butler, Magda Wittek, David FitzGerald, Amanda Cox & Natasha Dowson

Committee	Event/Activity Dates	Coordinator/Contact
St Peter's Dads	Various dates in 2021 - TBC	David FitzGerald (Dad/Father Figure volunteers needed – please contact David to find out more – 0418 675 950 E: davidfitzgerald81@gmail.com)
School Banking	Wednesday's 8am – 9am School Library - Weekly during school term	Jo Oksanen (volunteers needed- casual basis or regular help)
RidetoSchool Day	Friday 19th March 2021	Michelle Prior- Completed
Second Hand Uniform shop	8am-9:15am Friday -5 th Feb, 5 th March 26 th March, 23 rd April, 14 th May, 11 June, 2 July, 23 July, 13 th Aug, 3 rd Sept, 24 th Sept, 15 th Oct, 12 th Nov, 10 th Dec	Claire Pellini
Basketball	Registration, training, and matches	Magda Wittek & Melissa Armstrong -
Netball	Registration completed - training and matches occurring weekly	Laila Gizzarelli & Olyvia Browne - (Committee Member Volunteers needed for 2022)
Footy Tipping	March 2021 – Oct 2021 (weekly coordination)	Betti Radford
Entertainment Book – Digital Version	Looking for 1 or 2 parents to coordinate this activity – includes free membership for the people who volunteer	If interested please contact Emma Butler or P&F Rep
Disco	Thursday 3rd June	Jo Southern – Completed
School Community Welcome Event – Picnic on the green	Friday 26th March	Renea Bennett -Completed
School Community Christmas Event Picnic on the green	Sunday 14th November (12-3pm TBC)	Volunteers needed - (book service providers, arrange promotion of event, supervise set up on the day and pack down)



Mother's Day Stall	5,6 & 7 May 2021 (during School hours)	Completed
Mother's Day Breakfast	7th May 2021	Did not occur
Seminars	Existing P&F Funding allocated for Seminars- School can select relevant seminars – parent input/feedback welcome – ia P&F meetings	School to confirm Seminar topics and dates
Father's Day Breakfast	Friday 3rd September 2021 (before school)	TBC - <u>Volunteers needed – Contact P&F Executive or school office if interested</u>
Book Swap	Confirm arrangements with School	TBC – discuss with school leadership team
Parent Class Rep Recruitment – via Sign Up	Dec 2020 to Feb 2021	Amanda Cox (Executive Committee)
Parents Event	October 2021 tbc	Kylie O'Driscoll, Mel O'Brien & Jen Hocking
School Advisory Council & P&F 'Thank you' Sundowner	TBC – maybe Term 3	School Advisory Council Members & P&F Exec

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Outstanding Actions from Meeting

ITEM TITLE	ACTION
St Peter's Uniform Sub-Committee	Confirm members



**PRINCIPAL P & F REPORT
May 2021**

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