

St Mary's Catholic Primary School, Donnybrook



2022 P&F ACM Minutes

Tuesday 22nd November 2022


Our vision: St Mary's Catholic Primary School Donnybrook is committed to empowering our school community to become compassionate, confident and capable individuals. Our inspiration and strength to achieve this, comes from our mutual support and the sharing of our faith in Jesus Christ.

Kristy to Chair

Agenda

Meeting opened: 6pm

Attending:

St Mary's Catholic Primary School, Donnybrook	
	
2022 P&F AGM + SAC ACM	
Attendance List (Page <u>101</u>)	
Name	Name
Jackie Dorozenko	Luke Skehan
Melissa Eastcott	Jo Wright
Eileen Thomson	Annie Hutton
Robyn Giudici	MEL JAMES
Tara Vander Wielen	GRIN DEWAROSE
Louise Long	GARY DIMASI
Shondette Watts	K Humphreys
Matilda Worsfold	Ellen Pottenen
Claire Hill	Chelsea Moore
Nina Fiumano	Josie Dimasi
Tara NIETRZEBKA	
Jo Swarbrick	
Kate Jendrzejak	
Caitlin Liebmann	
Merin Lowe	
Ben Poxe	
Samantha Russo	
Eileen Patand	
Aileen Dowey	
Kristy Hadley	
Andrew Gorman	

Apologies: Melinda Golinski, Annie Dixon-Hotchkin, Tracy Licciardello, Alex Nietrzeba, Donna Verhaaf

Welcome:

Prayer:

Heavenly Father be with us as we meet. Guide us as we talk. Stay with us as we plan. Open our ears as we listen and open our eyes to your vision. In Jesus' name pray. Amen.

Previous AGM Minutes:

Accepted: Merrin Lowe

Seconded: Ellen Pettersen

P&F President Report:

Hello everyone and welcome to the P&F AGM for 2022. For those of you who may not know me yet, my name is Kristy and I stepped into the P&F President's role in May this year. Before I start with what a rollercoaster of a year this has been I would like to thank a few people first for making my transition so much easier than I expected. As someone who had yet to attend a meeting, I admit I was a little concerned that I would fail epically but the guidance of Alison, Samantha and Eileen has been extremely valuable, and I would like to extend my gratitude for their help. Also, Andrew, Tara and of course Katja have been vital in making my transition much smoother than expected too so thank you all.

Well, the year appeared to start out positive, we were living relatively unaffected by covid but as you all know this did not last long. My initial interaction with the P&F was at the P&F welcome morning tea which gave me an opportunity to meet some of the other parents and have my first interaction with the P&F executive committee. Everyone appeared to thoroughly enjoy it and as a parent to a Kindy student, I was grateful for the opportunity to mingle. Unfortunately, it all appeared to go downhill after this. Some of the events that had to be unfortunately altered, postponed or cancelled altogether include the welcome picnic, the Mother's Day morning tea and the easter meal deal. It was also around this time that the previous P&F President and Vice President both took a step back and resigned their roles, but I would like to take this time to thank them for all their hard work while they were in the roles.

Prior to my time in the role, we had the easter raffle which coincided with the easter bonnet parade, the birds of prey incursion and the meal deals which have continued throughout the year thanks to Tara.

Once our executive committee was complete again, we began trying to make up for lost time. We facilitated the cookie dough fundraiser, assisted our teachers in providing lunch for the Peter Sell cup, organized the color fun run and assisted with lunch at the school carnival. We also organized the winter wonderland event which unfortunately had to be cancelled. For everyone who assisted with all these events either directly or indirectly, thank you.

The contributions we were able to provide this year included:

- The school playground upgrade
- The purchase of a new urn
- The purchase of new flags for sports days
- Contribution towards the Year 6 camp
- And a theatre program to assist our teachers to prepare our children for Christmas nativity and concert this Thursday.

We also have the "my child's artwork" fundraiser in progress at the moment where parents and guardians are able to purchase items branded with their children's artwork if they choose. Correspondence will be going out to parents once this is complete and ready for you to order. As with all of our fundraising, participation in this program is completely voluntary and not in any way expected, however any support

you choose to provide is very much appreciated with all of the funds going towards the school for facilities, events and resources.

We also recently accepted a new terms of reference which makes our P&F a committee of the school. This put us in line with the vision Catholic Education WA has for all P&F committees across Western Australia. This includes the finances being held in trust in a separate account by the school for distribution based on P&F direction. The new terms of reference can now be accessed under the P&F tab of our schools' website for anyone who would like more information.

As a parent and as the P&F President, thank you very much to all of the amazing teachers, teachers' assistants, support staff and senior leadership team here at St Mary's. Even with the challenges this year has thrown at us, our school has remained an inviting, nurturing and encouraging environment for our children to grow.

To everyone who has contributed to the P&F, either by providing feedback, suggestions, fund raising support, friend raising support or attending our meetings, we appreciate all of you and could not be as successful as we are without you. Going forward, we have and look forward to many great ideas for the direction of the P&F and appreciate your support in the future no matter how great or small. Thank you all for taking the time to come along tonight and thank you all for listening to my report. I am extremely excited to see what 2023 has in store for us and what we can achieve.

Kristy Hadley

Accepted: Nina Fiumano

Seconded: Joanne Swarbrick

Treasurers Report:

Cheque Account

Opening Balance as of 20th November 2021 - \$5713.05cr
Meal Deals Profit - \$1503.09 (Big Thank you to Tara)
Pegs Fundraiser 2021 - \$784 (Big Thank you to Katja)
Boyanup Fuels Donation - \$300.00 (Big Thank you to the Anderson Family)
Shire of Donnybrook Australia Day Security - \$750.00 (Big Thank you to Sally Hunt)
Lions Club Security - \$200.00 (Big Thank you to Sally Hunt)
The Cutting Shed - \$2000 (Big Thank you to Sally Hunt)
Easter Chocolates - \$1098.50
Easter Raffle - \$711.50
Fun Run - \$395 (Big Thank you to All volunteers especially Alison for organising and running it)
Cookie Dough - \$1964 (Big Thank you to Alison for organising)
Jellybean Count - \$31 (Big Thank you to Katie Vinci for donating Jelly Beans)
Athletic Carnival Lunch - \$790.80 (Big Thank you to all volunteers and Donations)
Southern Ports Grant \$1000

Money Received \$11937.89

Christmas Concert Taryn \$3000.00
Catholic School Affiliation Fee \$561.00
Shrove Tuesday Pancakes \$34.33
Birds of Prey Incursion \$1227.30
Southern Port Grant for Reading Material \$905.11
Athletic Flags \$552.71
School Urn \$335.09

Year Six Camp \$500.00

Donated \$7115.54

Bank Balance as of 22nd November 2022 is \$10,535.40 cr

Outstanding Items

IGA EOY Account to be finalised

Subway has not sent invoice yet even money to go out no profit made from this.

\$15,409.22 in savings account as of 22nd November 2022 little movement besides.

Eileen Patane

Accepted: Annie Hutton

Seconded: Eileen Thomson

Andrew to Chair

P&F Update

As Kristy (P&F Chair) mentioned in her report, the P&F will transition to a new model of operation in 2023. The P&F will now become a committee of the school that will operate with consistent Terms of Reference and financial practices. This change reinforces the significant role the P&F plays in the school community. The P&F is supported to ensure its activities continue to be delivered in a safe and supportive manner, and potential reputational and financial risk are mitigated. In addition, it enables the P&F to focus on providing opportunities to meet, share and become a community that supports and encourages our parents, students, and staff in realising the shared vision to be a Christ-centred, child-focussed community of engaged learning environments, inspiring all to actively live the Gospel.

The new Terms of Reference can now be found on our school website, under the P&F tab. Please watch this short video explaining the transition in preparation for 2023.

<https://pandf.cewa.edu.au/>

Election of P&F Executive:

Firstly, I would like to start by offering my appreciation to our existing P&F executive in Kristy Hadley, Alison Dowey, Eileen Patane and Samantha Russo for their efforts in driving the P&F this year. I would also like to extend my appreciation to Tara Nietrzeba who has coordinated the meal deals, and to the volunteers who supported them throughout the year making our community and fundraising events possible. Thank you all.

All positions are being declared open. As per the new Terms and reference, those elected today will retain their positions for the next three years, with a maximum of six years on the executive team possible.

We have three written nominations and therefore can only accept one nomination from the floor.

Nominations for 2023

We have one nomination for Kristy Hadley in the position of President for 2023 P&F Executive.

Nominated/Accepted: Alison Dowey

Seconded: Eileen Patane

We have one nomination for Alison Dowey in the position of Vice-President for 2023 P&F Executive.

Nominated/Accepted: Kristy Hadley

Seconded: Eileen Patane

We have one nomination for Samantha Russo in the position of Secretary for 2023 P&F Executive.

Nominated / Accepted: Simon Russo

Seconded: Joanne Swarbrick

We had 0 nomination in writing or from the floor for the position of Treasurer for 2023 P&F Executive.

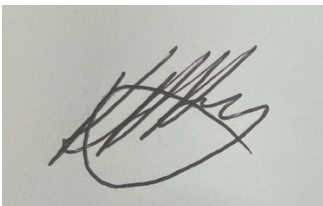
The P&F representative to the School's Advisory Council will be decided upon at the first P&F meeting in 2023.

Meeting Closed: 6:21pm

Signed:

A handwritten signature in black ink, appearing to be 'AG', with a long horizontal flourish extending to the right.

**Andrew Gammon
Principal**

A handwritten signature in black ink, appearing to be 'KH', with a large, stylized loop at the bottom.

**Kristy Hadley
P&F President**