

St Mary's Catholic Primary School, Donnybrook



2023 P&F AGM

Tuesday 21st November 2023

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.

Agenda

Meeting opened: 6pm

Attending:

St Mary's Catholic Primary School, Donnybrook
2023 P&F AGM + SAC ACM
Attendance List (Page 1)

Name	Name
Anne Hutton	Tara Dickson
Debra Gaudin	Rosie Hedley
Anne Dizon-Holstein	Andrew Gaudin
Nina Fisonong	
Chelsea Moore	
Picard Hill	
Jodie Dorosenko	
Mel Eastcott	
Luke Skehan	
Alison Dwyer	
Samantha Edeso	
Merrin Lowe	
Gary Dimassi	
Joseph Dimassi	
Kyleen Paterson	
Shannon Horton	
Chelsea Moore	
Colly Conetta	
Kate Jendzpek	
Thomas O'Connell	
Shondelle Watts	

Apologies: Ben Rose, Alex Nietrzeba, Gael MacNaughtan, Jo Swarbrick, Brendan Conner, Richard Hadley, Louise Long, Donna Verhaaf, Tara Vander Weilen

Welcome:

Acknowledgement of Country:

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: Annie Hutton

Seconded: Merrin Lowe

P&F President Report:

Good evening everyone and welcome to the P&F AGM for 2023. I am pleased to be presenting the P&F Presidents report tonight. I'd like to start off by thanking you all for taking the time to come along tonight, your support is greatly appreciated. This year was officially my second year but first full year as President of the P&F and I had the great privilege of working directly with Alison and Samantha again, our Vice President and Secretary, who have been a huge help in keeping everything running smoothly. Thank you to both of you, you have been remarkable with your support, and we couldn't have achieved what we have without you. Also, to all the general committee members who have attended meetings, assisted in fundraising and meal deals and offered support and ideas to us throughout the year, thank you for supporting the P&F and your school.

We began the year as we have the last few, with our P&F welcome morning tea. We decided to hold a single morning tea for all parents of the school this year and we had a great turn out. It was fantastic to have the opportunity to see some familiar faces as well as many new ones this year.

During the start of Term 1 we also held our Sundowner picnic on the oval which facilitated the grand opening of the new playgrounds that were completed prior to the start of the school year. The Sundowner picnic was a very successful event with a friendly game of cricket and ample opportunity for parents and students to mingle and get their first up close look at our new facilities. Thank you to café tiffany's for assisting with the picnic boxes for the event, they were fantastic.

Throughout the year the P&F, often in conjunction with the school staff, assist and organize events to raise funds, assist in learning and enrich our children's school experience. Many of the events we have assisted with and organized this year are regular events such as the Mother's Day morning tea, athletics carnival lunches and the ever-popular meal deals. I would also like to say a special thank you to Eileen Patane for organizing the lunches for the athletics carnival this year and Russo Produce for sponsoring.

This year we held our first ever op shop PINGO night organized by our incredible Vice President Alison Dowey. The event took a lot of preparation and pre planning but the support of the local (and not so local) community for the event was amazing. We had prizes for everything from bingo games to best dressed, silent auctions and not so silent auctions. We had meat packs, coin rolls, raffles and door prizes as well as our very own op shop fashion parade. The night was a huge success and thoroughly enjoyed by everyone.

Alison has also organized our colour fun run again this year which will be held on the 1st of December. With the smiles, laughter and overall success of the colour fun run last year, we decided to hold another one this year as a treat for the school community. We also have an anonymous donor this year sponsoring a sausage sizzle lunch for the students.

One of the primary objectives of the P&F as you know is to raise funds to assist our school in providing additional resources and opportunities for learning for our students and teaching staff. The contributions we were able to provide this year for our school included:

- Items required for the STEAM program including class sets of new guitars, lego education BricQ Motion essential sets and set of Bee Bots
- The Ysafe presentation for students, teachers and parents which focused on keeping our children safe online
- The purchase of faction and school flags for our athletics carnivals and events
- A contribution towards the Year 6 camp
- The Scitech incursion
- The Solar systems incursion
- We assisted Bendigo Bank and the Donnybrook shire with the purchase of a new sound system.
- We covered the costs of the P&F colour fun run.

As a parent and as the P&F President, thank you very much to all the amazing teachers, teachers' assistants, support staff, senior leadership team and finally, Katja Humphries. You have all, throughout the year, supported the P&F in our duties and assisted us any time we requested it. Our school has again remained an inviting, nurturing and encouraging environment for our children to grow. I would also like to take this opportunity to recognize and thank the many different businesses, community groups and families who have assisted us with donations, support, discounts and sponsorship for our events, this truly makes fund raising viable and beneficial to our school and the community.

I would also like to take the opportunity to say a special thank you to Alison Dowe, our current Vice President. Your knowledge, assistance, support and overall organizational skills have been invaluable to both me and the P&F as a whole and I cannot thank you enough for everything you have done this year.

To everyone who has contributed to the P&F, either by providing feedback, suggestions, fundraising support, friend raising support or attending our meetings, we appreciate all of you and could not be as successful as we are without you. Thank you all for taking the time to come along tonight and thank you all for listening to my report. I look forward to working with you all in 2024.

Accepted: Merrin Lowe

Seconded: Anne Dixon-Hotchkin

Treasurers Report:

St Mary's P&F Donnybrook	
P&F Finance Statement: Jan to October 2023	
Opening Balance 1 January 2023 held by school on behalf of P&F	\$ 3,892.50
Inflows	
P&F Levies	\$ 4,029.00
Other fundraising income	\$ 12,420.69
Closure of P&F Bank Account and transfer to school bank account	\$ 26,348.62
Total Income	\$ 42,102.17
Outflows	
Other fundraising expenses	\$ 1,189.63
P&F donation to playground, dancing, beebots, flags, solar system presentation, Ysafe, guitars	\$ 29,102.45
Total Expenses	\$ 34,949.48
Movement	\$ 7,152.69
Closing Balance held for P&F	\$ 11,045.19
<ul style="list-style-type: none"> • P&F previously had separate bank accounts- these were closed in 2023 and transferred to the school operating bank account (school holds the funds on behalf of P&F) • CEWA schools now all follow Terms of Reference and Guidelines • P&F committee still makes decisions on how funds raised are spent 	

Accepted: Gary Dimasi

Seconded: Tara Nietrzeba

The Role of the P&F

The P&F play a significant role in our school community as they look towards friend and fund raising. 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. The P&F also provides opportunities for parents, students, and staff to come together in achieving Catholic education's shared vision to be a Christ-centred, child-focussed community of engaged learning environments, inspiring all to actively live the Gospel.

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 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.

We have two positions available on the P&F for 2023. I would like to offer my sincere appreciation to Alison Dowey for her efforts this year in fulfilling both the Vice-President Role and P&F Rep to the SAC. Thank you Alison for your contributions this year to our school, it has been much appreciated. 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.

Nominations for 2023

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

We had 0 nominations in writing or from the floor for the position of Vice-President for 2023 P&F Executive.

Unfortunately, we were unable to secure two members to fulfil the roles of Treasurer and Vice-President. If you are interested in either position, please come and see me a.s.a.p. Alternatively, these positions and the structure for the P&F moving forward can be discussed at the first meeting in 2024. The P&F representative to the School's Advisory Council will also be decided upon at the first P&F meeting.

Meeting Closed: 6:16pm

Signed:



Andrew Gammon
Principal



Kristy Hadley
P&F President