# St Mary's Catholic Primary School, Donnybrook

## 2025 P&F ACM

## Wednesday 26th November 2025

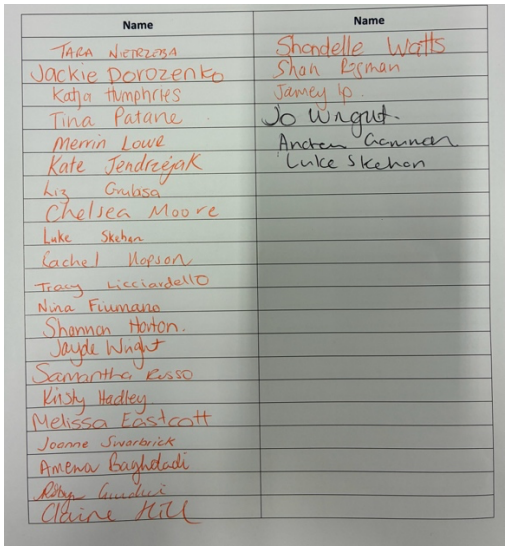
INSPIRED BY CHRIST, WE AIM TO GRADUATE CONFIDENT, CAPABLE AND COMPASSIONATE INDIVIDUALS WHO ARE READY TO GO OUT INTO THE WORLD AND LEAD WITH THEIR HEAD, THEIR HEART AND THEIR HANDS.

**Minutes**

**Chaired by Kristy Hadley**

**Meeting opened:** 6pm

**Attending:**



| Name | Name |
|---|---|
| Tara Nierzwa | Shandelle Watts |
| Jackie Porozenko | Shan Risman |
| Katja Humphries | Jamey Ip |
| Tina Patane | Jo Wright |
| Merrin Lowe | Andrew Gannon |
| Kate Jendrejak | Luke Skehan |
| Liz Grubisa | |
| Chelsea Moore | |
| Luke Skehan | |
| Rachel Hopson | |
| Tracy Licciardello | |
| Nina Fiumara | |
| Shannon Horton | |
| Jayde Wright | |
| Samantha Russo | |
| Kirsty Hadley | |
| Melissa Eastcott | |
| Joanne Sivarbrick | |
| Amena Baghdadi | |
| [illegible] | |
| Claire Hill | |

**Apologies:** Liana Clynick, Louise Long, Anne Dixon-Hotchkin, Donna Verhaaf, Nicole O'Connor, Richard Hadley and Fr Wayne Bendotti

**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 we pray. Amen.

**Acknowledgement of Country:**

We acknowledge the original custodians of the land on which we meet, the Kaneang people, and pay our respects to their elders, past present and emerging.

**Previous ACM Minutes:**

Accepted: Claire Hill

Seconded: Tara Nietrzeba

**P&F President Report:**

Good evening everyone and welcome to the P&F ACM for 2025. I am pleased to be presenting the Presidents report on behalf of the P&F for you all tonight. I'd like to begin once again by showing my gratitude to everyone who made it here, your support and your time tonight and throughout the year is greatly appreciated. This year was my fourth year as President of the P&F and I have had the great honour of working directly with Samantha our Secretary, Amena our Vice President and Shan our Treasurer. Thank you all for the time, effort and dedication you have displayed again this year, you have been remarkable and I feel privileged to have led our team again. In addition to our executive committee, our general committee members have been fantastic when they have been able to make themselves available to attend meetings, assist in fundraising and offer support and ideas to us throughout the year. While attending our meetings can often be difficult for many, we always have an influx of people offering to help with our events and in the lead up to them which is critical to our success. Our school and our children appreciate your help.

We began the year with our annual P&F welcome morning tea. It was held on the 1st of day of school under the brand-new basketball courts cover that was able to be completed over the Christmas holidays. We also held a P&F social night at Station Square on the 28th of February, the feedback from all who attended was consistently positive and this was certainly an event we would like to replicate in the future. The P&F once again supported the school by organizing the delicious snacks for the morning tea following the beautiful Mother's Day liturgy.

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 athletics carnival lunches and meal deals. I'd like to thank the apple bakery, donnybrook butchers, Jo Swarbrick and Reggie Keown from coca cola for your assistance and donations towards the athletics carnival. These donations and support, along with the organization and coordination skills of Amena and the abundance of volunteers on the day have made our athletics carnival a great success again this year.

One of the primary objectives of the P&F 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:

- Covers for the posts of the new basketball courts
- Board games for a board game club to be run at lunchtimes
- Covering the costs of the new desks in the year 2 classroom to align with those used in the year 3-6 classrooms.
- Covered the cost of the Andrew Chin Workshop and concert day at the school
- A contribution towards the Year 6 camp.
- We also covered the costs of the P&F fun day.

While we are nearing the end of the year, our work is still not complete. We have the ezy peg fundraiser as an ongoing fundraiser and a raffle that will be held in conjunction with the Christmas concert later this term.

The prizes for this have been kindly donated by Mel Kaminski and Naomi Seaton with assistance from the executive P&F members.

On behalf of the P&F I would like to thank all the amazing teachers, teachers' assistants, support staff, senior leadership team, Katja Humphries, Tina Patane and Graham Manderson. The support, information, direction and assistance you have all given our P&F throughout the year while we carried out our duties has been exceptional and greatly appreciated. You all make our school a place our children can be proud to represent and happy to attend. 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.

While this has been my final year as President, I plan to still assist where I can with future P&F activities. Finally, I would like to extend my sincere gratitude to everyone who supported me while I was learning what my role entailed and helped me to find my feet, I would have been lost without you. Thank you all for taking the time to come along tonight and have a safe and happy holidays.

**Kristy Hadley - President**

Accepted: Chelsea Moore

Seconded: Kate Jendrzejak

**Treasurers Report:**

## St Mary's Donnybrook P & F

### Financial Statement

For the period 1 November 2024 to 31 October 2025

| | $ |
|---|---|
| **Opening bank balance (credit)** | **8,237.14** |
| **Inflows** | |
| P & F levies income | 4,243.50 |
| Donation from Southern Forests Car Wash | 1,000.00 |
| Athletics Carnival Lunches profit | 637.53 |
| Meal Deals profit | 628.00 |
| Ezy Pegs income | 530.00 |
| WA Fuel Supplies donation | 300.00 |
| | **7,339.03** |
| **Outflows** | |
| Basketball Court Post Padding | 2,350.90 |
| Year 2 Desks upgrade | 2,071.73 |
| Early Childhood Outdoor Equipment | 1,459.80 |
| Ezy Pegs purchase | 900.00 |
| Catholic School Parents Affiliation Fee | 507.00 |
| 2025 Year 6 Camp contribution | 500.00 |
| Board Games for Lunchtime Club | 250.00 |
| | **8,039.43** |
| **Movement for the period** | **(700.40)** |
| **Closing bank balance (credit)** | **7,536.74** |

***Notes:***

*We have committed $1,195 of our closing balance to the Andrew Chinn incursion taking place in Term 2, 2026*

With support from our Parents & Friends, we have been able to contribute to some significant projects this year including the Year 2 Desk Upgrade and providing Post Padding for our new enclosed Basketball area. We remain in a strong financial position and I thank our community for their contributions.

**Shan Rosman - Treasurer**

Accepted: Jackie Dorozenko

Seconded: Chelsea Moore

## 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 team Kristy Hadley (President), Amena Baghdadi (Vice), Samantha Russo (Secretary) and Shan Rosman (Treasurer) for their efforts in friend and fund raising throughout the year. It's a difficult time to be a volunteer and your efforts are very much appreciated by our community.

To our outgoing President Kristy Hadley. Kristy has served our school community as the P&F President for 4 years now. As a group we have watched her son, Alex, grow over the course of our meetings to the point where he is now full of confidence and charging into Kindy next year. Whilst this period of life may have been a juggle for Kirsty, she has continued to give so much of herself to the school and to her role. I sincerely thank Kristy for her dedicated contribution to our school over the years and look forward to working with her again in some way shape or form – especially if she continues to make your delicious caramel slice (so good, but so bad).

I would also like to thank Samantha Russo in her role as secretary as she comes to the end of her second term on the P&F. Thank you, Samanatha.

Furthermore, I would like to extend my appreciation to Tara Nietrzeba who attended meetings and supported the ladies in the executive space. I also extend my appreciation to Katja Humphries and all other parents who volunteered their time helping at events and fund-raising opportunities. Thank you all.

In 2026, we have two positions available on the P&F. As per the new Terms and Reference, those elected today will retain their positions for the next two years, with a maximum of six years on the executive team possible.

**Nominations for 2025**

**Chaired by Andrew Gammon**

We had 2 nominations in writing for Executive positions in 2026.

We have one nomination for Samantha Russo to commence her third two-year term on the P&F.

Nominated / Accepted: Simon Russo

Seconded: Kristy Hadley

We have one nomination for Merrin Lowe to commence her first two-year term on the P&F.

Nominated / Accepted: Katja Humphries

Seconded: Shannon Horton

Your P&F Executive for 2026 consists of Amena Baghdadi, Shan Rosman, Samantha Russo and Merrin Lowe. Unlike other years, we will decide upon executive roles at our next meeting. Congratulations ladies and welcome to the P&F Executive for 2026.

**Meeting Closed: 6:16pm**

**Signed:**

**Andrew Gammon**
**Principal**

**Kristy Hadley**
**P&F President**