

## ST JOHN FISHER CATHOLIC SCHOOL

### Parents and Friends Association

#### Meeting Minutes

**Date:** Tuesday 21<sup>st</sup> August 2018

**Time:** 10am

**Venue:** Community Room

**Present:** Chris Burns, Honor McGill, Lyndall McDonald, Ben Jones, Angela D’Bras, Michelle Sweeney, Louise Miller, Charmaine Andrews, Sandra Mahoney, Luisa Lawicki.

**Apologies:** Colleen Templeton, Rebecca Binns, Kate Hooke, Natalie Jones

#### **Meeting Opened:**

**Acknowledgment to Country:** Led by Lyndall McDonald

**Prayer:** Led by Lyndall McDonald

#### **Minutes from previous meeting:**

Unable to accept minutes from last meeting as there is no copy – noted that this will be addressed in next meeting.

#### **Correspondence In/Out:**

No Correspondence to date.

#### **President’s Report**

Lyndall welcomed everyone.

- **Treasures Report** *presented by Lyndall*  
Current figures displayed on overhead. Sandra noted that everything was tracking per normal no fund raising events. Data reflected information on social event costs ie: mother’s day, father’s day disco. Money still outstanding for advertising. Invoices received for Father’s day.
- Question rose regarding when monies from the levy would be available to use. Chris stated that the auditor visited the school last week and noted they were pleased with how it was set up. Chris maintained that SJF would ultimately follow protocol of other schools regarding how levy utilised. Maintained that P&F will still have input into how monies are spent. Suggested that this will be mentioned when advertising the next P&F meeting to encourage parent input on future expenditure.
- CSP Central coast cluster meetings on the coast. SJF is seeking a new representative to attend meetings. Lyndall briefly outlined the role, highlighting that the role would be an interesting and integral part of Parent representation.

- Parent Presentation information night with Dr. John Irvine presenting will be held at Mackillop Catholic College 5<sup>th</sup> September. Seats need to be booked via trybooking.com. Information will be placed in the Newsletter to advertise the event as well as posters placed around the school. Honor will request that flyer be placed on class FB pages as well. Everyone welcome, free event.

### **Social Committee**

- Lyndall formally thanked Kate Hooke for her dedication to organising SJF social events plus all parent volunteers that make events enjoyable, successful and inclusive. Also noted that Kate will be holding an 'open' social committee meeting for any parents interested in finding out more about SJF upcoming events, interested in volunteering or have any suggestions/ideas to present. Everyone welcome. Meeting to be held on the side oval at 3pm Monday 27<sup>th</sup> August 2018.
- Charmaine was pleased to report that some Kinder parents have offered to inherit organising and co-ordinating the Ginger Bread making evenings as of 2019. Great news so this social event can continue at SJF.

### **Principal's Report**

- Chris Burns stated that he has met with all enrolling kinder 2019 families and reports that the majority of these families are keen to come to SJF predominately because of the positive comments and feedback they hear about our welcoming and community-minded school.
- SJF Labyrinth – Chris explained that recently SJF hosted a Principals Cluster meeting and utilised our new Labyrinth, which received positive feedback and illustrated to students how calming this new space could be as a way to pray and practice mindfulness. Mr Shanley has also expressed that he would like to offer parents an opportunity to experience the space and looks to being able to do this in Term 4.
- The Top oval will be having some much needed updating work done soon, ready for Term 4.
- A firm quote for a fence near the playground equipment has been sourced. Gate will be installed shortly.
- Presented new sports shirts, hopefully available for kinder 2019. New durable material. A 2 year change-over process to the new shirts is advised.

### **Pastoral Care**

Presented by Luisa Lawicki

#### **Aim to improve quality learning environment**

Presentation outlining the reviewed Pastoral care and behaviour policy, in line with the new Diocesan Policy and SJF core values. This policy has been reviewed and developed in consultation with staff, the parent community and students, with the aim of improving the quality of student learning environment. This policy assists staff and students to understand and maintain consistent consequences and behaviour expectations and works in line with the SEL continuum. In addition behaviours will be tracked and data collated for future referral.

The policy explains what a quality learning environment looks like, what is appropriate behaviour and various levels of related consequences.

Parent input helped to develop levels on a continuum 1-5 point scale; from minor to severe. This has been presented to students, explained and displayed in the class. Louisa also explained the process of a student's 'long time out', and how this is applied.

Posters explaining the Policy have been placed in each classroom to help support individual student learning outcomes. Important to note that this is not a punitive approach but a pro-active one. Louisa also explained the concept regarding 'Fair isn't always Equal'. In addition, Student consequence scale is displayed in each classroom so that teachers can discuss inappropriate behaviour and aligned consequences with student as the issue arises.

To further support this policy, staff has been reviewing how the school can better support and encourage students to use more appropriate behaviour and this is tabled each week at staff meetings ie: Discussion around how to support all students during times of conflict.

Moving forward, we are continuing to make sure that we work in line with the SEL. It has been noted that since the introduction of these changes, upper primary are now more able to self – regulate and identify inappropriate behaviours as well as consistency

Chris acknowledges Louisa's work to date and looks forward to seeing continued positive outcomes.

### **General Business**

Parent workshops EOI will be distributed to parent community soon to gauge what parents would like to learn more about regarding supporting wellbeing of students. ie: Resilience, making friends etc.

Question about the concept Resilience: This term was clarified – about moving forward. ie: 'Super Hero of You' for kindergarten. Will make sure that if this workshop is chosen by the community we will clarify the definition, so there is no confusion as to it's meaning and application.

Lyndal extended a formal thankyou to all staff for the work they do especially regarding the extra care and time co-ordinating 'drive through' in the afternoons.

**Meeting concluded at 11.13am**