



St John Fisher Parents and Friends Association

Date: Tuesday 2 April 2019

Time: 7:30pm

Venue: LARC

Present:

Lyndall McDonald, Kate Hooke, Irene Reid, Honor McGill, Amy Broadbent, Michelle Sweeney, Angela D'Bra, Rachel Pulo, Sonia McGill, Cathy Boyd, Vanessa Turner, Phillip Pittaway, Shelley Breen, Talia McGregor, Isabelle Desquesnes, Melissa Smith, Kristy Kelly, Matthew Binns, Ben Jones, Amanda Jones, Gary Bath, Catherine Wildman, Barry Shanley, Chris Burns

Apologies:

Leanne Hazleden, Rhonda Clifford, Sandra Mahoney, Louise Miller, Rebecca Thompson

Welcome:

Barry welcomed all and thanked everyone for coming out on a rainy night, a great turnout!

Late Nomination:

Lyndall nominated Irene Reid for the role of secretary as Irene was unable to attend the AGM last year.

Seconded by: Isabelle Desquesnes

Position accepted by Irene Reid

Acknowledgement to Country:

Lead by Lyndall McDonald

Opening Prayer:

Lead by Lyndall McDonald

Minutes from previous meeting:

Adopted by: Kate Hooke

Seconded by: Lyndall McDonald

Diocesan Parents Council Report

Lyndall provided an update and advised that the group is now called the “Catholic School Parents Cluster”. There is no current representative from St John Fisher. Lyndall has attended the most recent meeting on behalf of the school but is unable to continue her involvement due to her many other activities so the school is seeking a representative. There is also the option of this being a shared role between 2 parents. Lyndall advised that future meetings will be available on Zoom (video conferencing) so representatives can attend virtually. Any interested parents should email Honor McGill or Lyndall McDonald for more information.

This forum provides the opportunity for the parents of St John Fisher to have access to Catholic Schools Office (CSO). The group meet once per term and includes representatives from each school in the “cluster” as well as representatives from the CSO. The CSO also host parent seminars throughout the year which all parents are welcome to attend.

Lyndall attended the Catholic School Parents Cluster (CSP) meeting last week and provided the following update from that meeting:

- Professor Mike Gaffney spoke about the benefits of the School Advisory Body as well as information about the structure and purpose of CSP.
- The CSO asked what parents would like to hear about at the upcoming Leadership dinner and advised that the dinner is currently proposed to be at St Peters Catholic College on 14 May, any parent wishing to attend can contact Lyndall for further information.
- The CSO representative for our cluster is Leisa Cannon.

Finally, Dr Irvine did a presentation last year to the CSP and Lyndall presented the school with his DVD and book called “Practical and Fun Filled Guide to Managing Children’s Behaviour”. Dr Irvine did a presentation last year to the CSP.

If any parents are interested, the Facebook page for the Broken Bay Catholic School Parents Cluster is *Broken Bay Catholic School Parents*.

Treasurers Report:

Lyndall provided the current status of the P&F bank account on behalf of the treasurer.

Barry advised that the school must adopt the diocesan constitution regarding management of money collected by the P&F. The P&F is a supporting body of the school and under the constitution; funds raised by the P&F (or gathered as part of the parent contribution) are held by the school in various investment funds. Currently the school collects approx. \$20000 in contributions per annum and it is discussed at the P&F meetings how this should be spent.

A certain amount sits in a readily accessible fund which can be accessed for events such as the school discos, Mother's Day Breakfast, Father's Day Breakfast, Grandparent's Day etc.

Funds available as at 28th February 2018	P&F Cheque Acc		Total
	\$8035.15		8035.15
Social Events	Revenue	Less Expenses	Net Profit
Tea and Tissue	0.00	41.47	-41.47
Big Arvo	0.00	\$499.58	-499.58
Expenses paid out to date for other events	No expenses to be paid at this time.		

Social Committee Report:

Kate provided the Social Committee Report:

Social Committee events so far this year have been:

- Tears and Tissues to welcome Kindergarten Parents, this was hosted by year 6 buddies. Thanks to parents who contributed and attended.
- The Big Arvo was a great night, despite being postponed. It was a great chance to welcome new families to the school and spend time together.

Upcoming Events are:

Term 2	Mother's Day Stall – Tuesday 7th May
Term 3	Mother's Day Breakfast – Friday 10th May
Term 4	Disco – Friday 24th May
	Grandparents' Day Morning Tea – Date TBA
	Father's Day Stall – Tuesday 27th August
	Father's Day Breakfast – Friday 30th August
	Adults Karaoke Night – Date TBA
	Disco – Date TBA
	Teachers Morning Tea – Date TBA
	Gingerbread night – Date TBA

Disco

Kate advised that the school is trialling a new company, Little Ragers, to run the disco. They have been recommended by other schools and have a less structured approach.

Once again the school will utilise an online ticketing system for parents to order disco tickets and the tickets must be presented at the door for entry in to the disco. The ticket can be presented as a print out or displayed on a mobile phone.

Parents are reminded that a current Working with Children check is required for all disco volunteers. Go to service.nsw.gov.au to apply. There is a two week turnaround so parents should get it now to apply so they have the document in time to volunteer at the disco in May.

It was noted that the Confirmation date has recently been changed and now clashes with the scheduled date for the disco so this will now be reviewed by Kate and the school and a new date will be advised.

Mother's Day Breakfast

Kate advised she was looking for volunteers to take home some coloured cardboard and cut out hearts for the students to write messages on which will be displayed as part of the Mother's Day Mass and Breakfast. A volunteer offered to do this with a die cut machine.

Kate also asked if parents can donate some cloth tablecloths in pastel colours such as pink or purple to be used in place of the disposable ones which have to be re-purchased each year.

How Can I be Involved in Just One Thing?

Kate would like to encourage parents to think about “How can I be involved in just one thing”? Honor and Kate provided a list for parents who were present to write down any tasks they have volunteered with or seen another parent helping with to help put together a list of all the tasks required to put together each event. This will help to show parents exactly how they can contribute.

Principal’s Report:

Barry Shanley provided the Principal’s Report. He advised that every second 3 year cycle we have an external panel review which will occur in June 2019. Parents will be invited to provide input to the panel.

The Federal Government are currently collecting detailed information about students with special learning needs, firstly the school is looking into what information we are being asked to provide and then the teachers will have to prepare and provide large amount of data.

Attendees were provided with a handout about the P&F Advisory Group Aim and Goals.

St John Fisher P&F Advisory Group Aim and Goals

Aim: The P&F Advisory Group recognizes and values the role the parents and carers play in the education of their children and aims to strengthen the partnership between family, school, parish and the wider community for the benefit of their children’s overall development and learning.			
	SHARING PARENT / SCHOOL PERSPECTIVES	PARENT LEARNING	BUILDING COMMUNITY
Goals	To provide an advisory forum for open communication between the school and parents	To coordinate parent learning initiatives including DPC.	To build a friendly and welcoming faith filled community which seeks to involve all members
Actions	A Parent Advisory Session will take place at each General Meeting. A section of each General Meeting will involve the Principal bringing forward an aspect of school business for discussion and advice. General Business will be included on the item of each meeting	The DPC Representative will report to each General Meeting to update the community on DPC events and initiatives. The school will respond to parent requests in organizing Learning Input at meetings.	A Social Committee will work with the Leadership Team to build a program of events for the community

Chris Burns provided an update on the school's strategic 3 year goals:

Pastoral Care

- Teachers are receiving ongoing professional learning in the area of pastoral care.
- The school has held a number of parent information sessions including 123 Magic, Anxiety and Friendship Building.
- Pastoral Care is the first thing on agenda at all staff meetings and leadership team meetings.
- There are a large number of individual learning plans.
- The school has completed construction of the Reflective space – the Labyrinth.
- Peer Support Groups meet regularly.

Mission

- The school has encouraged social initiatives from students such as Help the Farmers
- Project Compassion program is underway for Lent including markers on the walls in classes to encourage donations.

Teaching and Learning:

- MAIs - The school has analysed the MAIs gathered at the start of the year and provided a comprehensive report to parents about how they can help to improve their child's mathematics learning.
- EMU (Extending Mathematical Understanding) Groups - The MAI data helps to identify children who would benefit from intense intervention. Teachers are trained to provide maths intervention for those students who are identified.
- The school recently analysed the maths syllabus to ensure it was covering all curriculum requirements and from this some changes were made to plug gaps.

General Business from previous meeting:

Lyndall asked if new Kindergarten parents received the letter of welcome from the P&F. Those present confirmed they did receive and appreciate this letter.

Lyndall asked whether parents were still interested in investigating the installation of a display monitor placed in the school hall (facing outside) to promote current notices.

Some of the responses were:

- Yes it is good idea, we had it at our previous pre-school
- Could it be located near the drop off point so can be seen at drive through? (The response was that this would require the school to investigate costs and bring back to P&F).
- It is a nice to have if sufficient funds but there are many parents who do not come in to school. Might be better to spend on something more useful for the kids.
- What will the alternative be for parents who don't do drop off and pick up? (Lyndall suggested it would be the same as currently eg newsletter, website, school app etc)

General Business:

1. Online option for uniform shop

Barry advised that the school's current supplier, Cohen and Lewis can provide an online shopping service. Barry and the uniform shop volunteers will commence discussions with them shortly about how this could look now that parents have indicated they would like this option. Barry suggested that perhaps this could work by parents ordering online and Cohen and Lewis delivering to the school Tuesdays and Thursdays as this is something they already do for other schools in the area. They could provide a staff member and certain amount of items in the uniform shop for fitting purposes.

The question was asked about which shirt the girls should wear now that long sleeve shirts will no longer be sold. Barry confirmed they will wear the same short sleeve shirt as the boys. He confirmed it was fine to keep wearing the long sleeved shirts while you still have them.

2. Calendar of dates

Parents would like to have as much advance notice of events as possible to be able to plan their attendance around work and other commitments. Kate Hooke has confirmed she will update the event dates on the school website and keep it as up to date as possible.

3. School Communication

Parents have asked about the possibility of more consistency in the way teachers communicate with parents. Some teachers are trialling communication apps such as See Saw and DoJo but other classes do not have access to any digital communications app. Barry advised that he is meeting with a consultant from the Catholic Schools Office (CSO) this week about a new CSO wide platform for digital communication. Further details will be provided.

One parent asked if teachers could utilise the official school app more and send messages for specific year groups on that, such as changes to uniform requirements for a particular day etc?

Parents were also reminded that each year group has a Facebook page (not a school page) which is always available for afterhour's communication between parents (such as confirming which uniform to wear the next day).

Overarching message from Barry is that where possible the best method of communication with your child's teacher is to send a written note in with your child which they hand to their teacher at the start of the day and the teacher can then make contact with the parent at the appropriate time. Email contact with teachers is to be discouraged so that teachers are not distracted and do not feel they need to respond after hours.

Meeting closed at 9:15pm: Next Meeting: Date for term 2 meeting to be confirmed