

Meeting Opened: - 7.01pm

Present: - Amanda McHale, Nikki Irwin, Gina Lahm, Natalie Pierce, Sarah Lehmstedt, Gillian Neill, Beck Curtis, Jennyne Wilkinson, Zoe McGregor, Jo McConnell, Kerrie Kerr (arrived late)

Apologies: - Jane Tinkler, Kylie Myers, Laurel Holden, Jo Shorrocks, Dale Smith

Previous minutes: - Notes/mentions from the previous minutes:

- **The school is really pushing the Working With Children's checks for all parents who assist at school. This is to ensure the school is compliant. Class room teachers are now putting this in class newsletters**
- Captain Pete Book Drive for the production is a go ahead
- New Uniform Contract information went out in the newsletter today.
- Curry Night was such a great success, Kate Rotherham and Sam Robinson done a fantastic job organising and decorating. Zoe and Natalie, loved bringing their friends into such a well presented evening for the school.

Minutes moved: Zoe McGregor, Seconded Jennyne Wilkinson

Correspondence: - Zoe discussed correspondence since last meeting:

- PA System – Email from Jennyne with a company advertising PA Systems, quote came back a few thousand dollars, it was decided this was a bit too pricey.
- Email from Kylie Myers for father days stall information.
- Country Fair Risk Assessment for tractor rides forwarded to Fair Committee for follow up.
- Curry Night Feedback – a couple of emails came through from guests at the Curry Night praising everyone involved for such a great night.
- Fundraiser for kid's artwork email – Zoe advised she hasn't had a chance to review – will bench this to be discussed at the next PFN meeting.
- Jennyne mentioned that any emails from herself to the PFN email are for discussion amongst PFN Parents and are not a 'must do

Treasurer's Report: - Kylie unable to attend tonight, Amanda gave a brief overview of the August treasurer's summary – final report will be distributed after balance on 31st August.

Kylie Away - Kylie will be away the start of Term 4 for the first 2 weeks. If anyone needs reimbursing for any purchase please see Gina in her absence.

1. Welcome to all Parents and Friends – Jennyne

Previous Business: -

2. PFN Wish List – Dish Washer – Jo Shorrocks

- Jo spoke to Jennyne this morning and wanted to clear up that the current dish washer is not broken, it just takes a long time for a cycle and then dishes are left which results in stinky dishes. It was suggested we use the staff room kitchen for washing instead on big events.
- After school care don't use it and it is mainly used for milo days / big food days.
- It was decided if you chose to use it make sure you can organise to return and empty it when the cycle is complete. If we decide to buy a new one we need to make sure it has a short cycle.
- Zoe suggested laminated a sign and placing on the front or on top of the dish washer for people to see when dishes are in there – Gillian to look at a system – bright and colourful

ACTION: Gillian to look at a system to assist in dish washer use

3. **PFN Wish List** – PA System – Kerrie Kerr / Brett Myers

- Zoe advised Kerrie has spoken to RBR Hire and Brett Myers has tested a PA System to hire for the Country Fair. Fair Committee to discuss and decide.

ACTION: Remove wish list items from the agenda until needed to discuss again

4. **Country Fair** – Update - Jane / Kerrie

- Fair meeting is happening next week. Lots of things are happening in the back group and on the Facebook page. Stalls have been decided and these will be typed up and handed into the teachers in due time. Fair Committee are waiting for the Production to be completed before launching the Country Fair. Kylie has purchased all the prizes for the Country Fair and there are some exciting things happening.
- Raffle will be launched before end of term 3 to ensure families are able to sell raffle tickets over the school holidays to family and friends.

ACTION: Fair Committee to ask for assistance where needed.

5. **Book Week** – Feedback – Kerrie

- Jennyne thought it was a great week with lots of activities for the children to get involved in - Books before bed, Cartoonist, Book parade. A fantastic week all round, Kerrie Kerr did a lot of work behind the scenes with getting all of this organised.
- It was mentioned that the teachers do such a great job in getting dressed up each year and this year a lot of the older students got really involved which is great to see.
- Summary from Kerrie Kerr
 - Overall Sales - \$1,215.50
 - Rewards \$100 of stock taken for prizes and class room
 - \$182.32 taken as cash
 - Overall 55 families purchased at an average of \$22 per family
- Things to consider
 - Books seemed to be quite pricey this year
 - Books weren't of the highest of literature standard – lots of gimmicky books/stationary
 - Is it too much for families or are we happy with rewards?
- Kerrie though the Book Stall provides an overall atmosphere of Book Week so it is good in that regard. Was great to have EFT available as it was easy to reconcile figures at the end.
Suggestions for next year could be:
 - book swap
 - second hand stall with a gold coin donation or \$5 donation
 - we could promote the Scholastic Catalogue for the issue over Book Week
 - Kids could publish their own books and 'sell' to families

THANK YOU: A big Thank You to Kerrie Kerr and Sharon Tobin for organising all of the events this year.

6. **School Production** – Anything required from PFN? Face Painters

- Everything seems to be organised for the night of the Production. All children have roles to play either in the Production or assisting the Production in some way. There is a need for Face Painter volunteers if anyone available.
- Zoe asked if there was a space available for parents not attending the Production and just dropping kids off. Jennynne advised the Kitchen area in the Patton House would be made available for Parents to sit and wait for their children.
- Lighting for the grass car park was discussed, Bownds family offered flood lighting at the recent Bon Fire. Gina to approach the Bownds family about this.

ACTION: Gina to ask Bownds family if they have flood lights for the carpark over the Production nights.

ACTION: Face Painters needed if anyone available – Amanda McHale has volunteered.

7. **Women's Curry Night** – Feedback – Jennynne

- Great Feedback from everyone involved and everyone who attended the recent Curry Night was amazing, such a great atmosphere to be able to bring your guests to and the highlight our school community. Numerous emails have come in from guests of the night praising all involved and looking forward to another event next year.

THANK YOU: Thank you to Kate Rotherham for the short plays and film, and Sam Robinson for decorating and setting up the tables. And of course, thank you to all from the PFN who volunteered time to assist.

8. **Wodonga Children's Fair** – Jo McConnell? – Who is driving the event for this year?

- Jo McConnell advised we got our application in on time and **all volunteers helping on the day MUST have a current working with children's check.** Jo is in the process of getting hers done.
- Jo is happy to organise the event again this year and happy if anyone else keen to volunteer and assist.
- Nat spoke about giving something away instead of paper planes ideas discussed were: seeds, balloon, water bottles, tote bags, cardboard aeroplanes – logo on it, drink bottle with school logo, seeds – packaged in hessian or brown paper bag – bag tags – ordered with school stickers
- Consensus was to have sunflower seeds in a hessian bag, with a nice note and bag tag with the school logo. – it was suggested parents at Froglets could assist putting together on a Tuesday morning. Jo to call out for interest from parents to assist putting together

ACTION – Jo McConnell to put a call out when needed

ACTION – Nat/Jo to look at purchasing items for item to give away.

9. **PFN Sausage Day – Feedback** – Kelly Dickens / Kylie Myers

- Was a great day and amazing to see so many new parents get involved in organising and help cook sausages on the day.

NO FURTHER ACTION

10. **Pick up Lane Redevelopment** – PFN plaque arrived, ready for install – Amanda McHale

- Plaque has arrived and been installed by Keith. Thank you to Amanda McHale for organising

NO FURTHER ACTION

11. **PFN Food Days** – Has someone else volunteered to assist?

- No one has come forward to volunteer with PFN Food days going forward. It was decided to leave it and take each Food Day as it comes.

NO FURTHER ACTION

12. **Parish Bulletin** - is there a process to get the information to be published?

- It was advised anything to go in the Parish Bulletin is to be emailed directly to Sonni LaMotte on email: wodcath@bigpond.com before close of business Monday to go in each weeks Bulletin.

New Business: -

1. **Father's Day Breakfast and Stall** – Jane / Jo Shorrocks / Kylie

- Zoe has put a call out for helpers through the PFN email, we have 8 people who have volunteered to assist on the day which is great – majority being new families to get involved. Nicole Sullivan is doing to food shopping the day prior. Thank you Nicole.
- There has been an issue with the notes going home for the breakfast – not enough information on notes – we are catering for approximately 90 adults and 120 kids.

2. **Show Us Your Colours Day** – PFN assistance required?

- It was suggested that Show Us Your Colours day could be organised as a Gold Coin Donation towards Donate Life, linking to Archer Irwin and his family from Foundation.
- Nikki Irwin is going to look into what can be organised from Donate Life – maybe we could have an awareness campaign for registering to be an organ donor.
- **It was decided that there will be no food day needed to give the PFN volunteers a break.**

ACTION: Nikki and Jennynne to co-ordinate anything required for the day

3. **Confirm next meeting date** – Next meeting to be decided, currently on the calendar for Thursday 7th September which is next week?

- Suggested dates:
 - a. Thursday 21st September 7pm (Last week of Term 3)
 - b. Thursday 12th October 7pm (First week of Term 4)

Decided 12th October 7pm staff room

ACTION: Amanda to advise PFN of next meeting date via email.

Round table comments from attendees:

- How long does the Production anticipate to run for? 1 hour
- Best book Fair ever!
- Gillian suggested we could look at a fundraiser for name labels to encourage kids to label clothes, this could reduce lost property items – **Gillian to look into costing – idea well received**
- Uniform changes – It was discussed a few of the uniform changes along with the new supplier. The woollen jumper changes to material, spray jacket removed. Jennynne has advised the spray jacket should not be discontinued at this stage as this is still in discussions
- Our school is a Child Safe School, which promotes the children feeling safe at school.
- Nikki is a great advocate for the school, will contact Karl Stefanovic and Western Bulldogs Club for Show Us Your Footy Colours Day.

Jennynne closed by saying its great to hear all the positive things about our school within the community. Thank You to all parents who say great things about our school. Beck mentioned it's amazing to see the parent support within the school. It's great to have a great parent group get so involved with the school community – amazing and nice to see.

Special Dates for Term 3

- Father's Day Breakfast – 8am 1st September 2017
- Father's Day Stall – 9.30am 1st September 2017
- School Closure – Thursday 7th September 2017
- School Production 6-7pm 12th & 13th September 2017
- Show Us Your Colours Day – Friday 22nd September 2017
- School Holidays 23rd September to 8th October 2017

Special Dates for Term 4

- Country Fair – 4-7pm Friday 10th November 2017

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Next Meeting: - Thursday 12th October, 7pm – Staff Room

Meeting closed: - 8:12pm

*PFN is an **open group** and **warmly welcomes all parents & friends** to come along.
Please forward all ideas and comments to: - pfn@sfwodonga.catholic.edu.au*