

# ST MUNCHIN'S P & F MEETING MINUTES

Wednesday 24<sup>th</sup> February 2016

1. **Meeting opened:** 7.06 pm
2. **Attendance:** Robyn Wall, Helen Rozendaal, Vanessa Killen, Leigh-Ann Voss, Katrina Vanderwel, Daria Weber, Solomon B, Janene Neale and Rob Romeo
3. **Apologies:** Luke and Zoe Bresland
4. **Opening Prayer:** Rob Romeo
5. **Acceptance of previous minutes:** Robyn Wall, Helen Rozendaal
6. **No business arising from previous minutes**
7. **General Business**

## **President's Report:**

Not much to report because it is the first meeting. But would like to organise some dates for fundraisers in advance. Easter Raffle has already been organised with all information to parents having been distributed. The last day for raffle tickets and donations to be brought in is Friday 18<sup>th</sup> March. Tuesday 22<sup>nd</sup> March will be the raffle day.

Daria asked for more information about the raffle is organised which might be unclear to other new parents also. Other items can be donated to help make up Easter prizes. There are still plenty of baskets left over from last year but we will need cellophane and ribbon. Each year there have been loads of prizes with many winners from each year group. Volunteers will be needed to help in the Science room on Tuesday 22<sup>nd</sup> March after school starts. All Easter donations will be divided into prizes and wrapped. Then the raffle tickets will be drawn and prizes delivered to the students.

Robyn asked for us to organise dates for other fundraisers in advance. The following was discussed:

## **Term One**

Easter Raffle on Tuesday 22<sup>nd</sup> March.  
Sausage Sizzle date will be Tuesday 5<sup>th</sup> April.

## **Social Event:**

Rob suggested we organised a family night to promote socialising, rather than for fundraising purposes. The school will still organise the Play for Life family event at the end of the year (as previously run). Many ideas were discussed: movie nights, disco idea, bus trips, parent/teacher/children's Cup with modified sports.

So far agreed on:

Friday 1<sup>st</sup> April to run a Free Family Fun Fair. 5.00 to 8.30pm

Food to be available for purchase all evening (to avoid queue issues). It was suggested to keep the food simple- sausage sizzle, drinks and icecream van.

P and F will allocate a budget of two thousand dollars to provide fun entertainment such as inflatables, balloon twisting, face painting, mobile animal-petting, activity tables, maybe some sporting equipment. Also involve community groups, where possible.

- ) Vanessa will enquire about bouncy castles etc and contact the local fire dept.
- ) Janene will enquire about mobile animal farms
- ) Leigh Anne will call Bunnings about organising an activity.
- ) Katrina will speak to Aaron Smythe.

We will need volunteers throughout the evening to sell food and supervise some activities. Lighting won't be a problem because we have floodlights on the oval.

**Classroom Cash** through the West Australian newspaper-

Robyn has registered the school. 2000 papers are ordered for each week on the 8<sup>th</sup>, 15<sup>th</sup> and 22<sup>nd</sup> March. We will need volunteers to cut out coupons and write in the school's details. It is best to do this at school as the newspapers get delivered to the school.

### **Term Two**

#### **Mother's Day:**

The catalogue was distributed with possible prizes (no more than \$3.50) selected by the people present. There were other Mother's Day fundraisers discussed throughout the evening however the same format as the last two years was decided on. Mother's Day is 8<sup>th</sup> May so on Tuesday 3<sup>rd</sup> May will be the Mother's Day stall. During that week there will also be swimming lessons, so we will need to obtain a schedule of classes present/absent during the day in order to run the Mother's Day stall smoothly.

#### **Other Term Two Fundraisers:**

Thursday 9<sup>th</sup> June was the date decided for the sausage sizzle?

Entertainment values raised \$1100- so it was suggested to organise this fundraiser again. If so, it should be distributed in June as that is when the promotions start from.

Katrina suggested the Tea Towel fundraiser to be incorporated with the canteen. Originally it was discussed to occur in Term Four but later towards the end of June was decided. Tea towels cost about \$15 each and are a great keep sake with pictures of each child's class members printed on the tea towels. The tea towel fundraiser is quite easy for teachers to organise.

### **Term Three**

Sausage Sizzle- Tuesday 9<sup>th</sup> August

Father's Day stall- Tuesday 30<sup>th</sup> August

Robyn said it's good to alternate fundraisers so instead of cookie dough maybe the slices in the containers. No body could remember the name. Heather Brae Supa Slice Drive? Leigh Anne will find out name.

### **Term Four**

Sausage Sizzle to be held on 15<sup>th</sup> November 2016.

Robyn suggested not to run a Christmas raffle this year to give sponsors a break.

Much discussion occurred around the diary/calendar idea with children's artwork, which was run last year. It raised quite a bit of money but put quite an amount of pressure on

teachers, especially in Kindergarten. It was decided to distribute the picture template to parents at the start of Term Four so it could be completed at home.

### **Other discussion**

**Aims for the fundraising:** Do the teachers have a wish list? Rob suggested the smart televisions as the interactive white boards with projectors are breaking down. These cost around five thousand dollars each. Katrina would like a few things for the canteen. We could always offer an amount, which can then be distributed fairly so all learning areas benefit.

Enquiries about the **old parish church** and **surrounding area:** It doesn't belong to school and it will be removed soon. Car park will be extended. Netball courts are on the maintenance list and will cost around 25k each.

**Whole school photo** will be done after the school renovations.

**Second Hand Uniform Stall:** Some Wednesdays Leigh Anne can't run the second hand uniform stall. It runs on Wednesday afternoons 2.45 to 3.15pm. It is best to be run consistently so Leigh Anne needs some support. Janene has offered to help out some times. Pencil cases are still being sold through this stall but are also available through the front office.

**Communication:** The P and F members and other volunteers will need to communicate outside of meetings in order to organise some of the activities that are coming up soon.

**Newsletter:** Vanessa will still be compiling the newsletter so will need specific details and information to advertise for events and volunteers.

**8. Principal's Report-** (see attached)

**9. Treasurer's Report-** (see attached)

The audit at the end of the year went well- no complications. Signatories should be okay now. (There were previous members still listed as signatories, who have been removed).

**10. Correspondence-** Mother's Day catalogue distributed. Entertainment Values.

**11. Next meeting:** 22<sup>nd</sup> March 2016

**12. Meeting closed:** 8.30 pm