



Holy Cross School

Parents and Friends Meeting Minutes

Date:	Wednesday, 8th March, 2017
Time:	7.00pm
Venue:	
Chair:	Damian Martin - Blakey
Present:	Leanne Woodley, Jim Bahceci, Haley Hope, Mel Emmerick, Susie Dobson, Julia Prentice, Damian Martin-Blakey, Tony Sheehan, Kymberlee Jackson, Marnie Gabbert, Anna Bryant, Desiree Gebler, Adam Schmalz, Sarah Hamilton, Fr Neil Muir, Rachel Bowe, Christina Wight, Ayton Russell
Apologies:	Joe Dobson

Agenda Item 1	Previous Minutes of AGM – Wednesday, 8th February, 2017	ACTION
	Motion moved by Susie Dobson to accept Minutes of February P&F meeting. Seconded by Julia Prentice. Motion passed.	

Agenda Item 2	Parish Priest's Report – Fr Neil Muir	ACTION
	Fr Neil has just returned from the USA and he reinforced that our schools are the centre of the Parish. He thanked Damian Martin-Blakey and the P&F of 2016 for all they achieved. Motion moved by Tony Sheehan to accept Parish Priest's report. Seconded by Haley Hope. Motion Passed.	

Agenda Item 3	Principal's Report – Sarah Hamilton	ACTION
	<p>HOLY CROSS P&F REPORT</p> <p>Holy Cross is travelling along beautifully. I am so proud of all the things that have already been achieved to date, and the path we are currently walking. The unicorns are treating us kindly! Achievements to date include:</p> <ul style="list-style-type: none"> o School Annual Improvement Plan (SAIP) – going great guns! Strategies already achieved include * Celebrated and Lived Catholic Identity * Appointment of a second Learning Support Teacher * Creation of two additional classrooms to provide work areas for School Officer who offer student support and enrichments 	

	<ul style="list-style-type: none"> * Encourage the Photographers Club to be present at all events worthy of * A Culture that Promotes Learning * Appoint a Professional Learning Teacher to facilitate the launch of the Holy Cross Professional Learning Community (PLC) and Professional Learning Teams (PLT) * Appointment of an e-Learning Coordinator to support and enrich learning opportunities through the use of ICT, including a one-to-one program in Years 3 to 5 and a STEM lab Strategies well under way include: * Celebrated and Lived Catholic Identity * regular reference to the Holy Cross charism (the Holy Cross Way) in the school newsletter and other forms of communication * align Staff Committees with our charism and SAIP so staff can see the direction and purpose of all the extra things they do * Revision of the Holy Cross Positive Behaviour Framework. Formally endorse the document and share with the community * Update the Assembly reward systems and certificates * Review of inclusive practices, and restructuring of the current Learning Support model * Incorporation of Enrichment within the role of the Teacher Librarian * Review and revamp current SEL program * Create a whole school vision for SEL * Align the work carried out by the Counsellor and the SEL coordinator to provide consistency and targeted intervention across the school * Have Parent Engagement as a regular item on the Agenda at P&F meetings * Review and revise the Holy Cross Newsletter to promote and celebrate our Catholic Identity our contribution to the Parish and wider community * A Culture that Promotes Learning * Provision and allocation of staff PD on the use of the BI Tool for analysis and discussion of data to enhance student learning * Completion and publication of the Holy Cross Positive Behaviour Framework with a strong focus on respectful, caring and positive relationships between staff, students and parents * Clarification of what it looks like to be a successful learner at Holy Cross, and for students to be able to articulate this * Continuation of Visible Learning throughout the school <ul style="list-style-type: none"> o Office Renovations – still awaiting furniture, new signage, new banners and a religious icon. Trying to be patient! o ICT – David has been doing a wonderful job and has a super night planned to outline our one-to-one program for Years 4 and 5. We would love to see you all there. Dates and times are as follows: * Year 5 Parent PD on Wed 22nd March at 7pm * Year 4 Parent PD on Wed 22nd March at 6pm o Parent Portal – is ready to launch. Information regarding the use of the Portal will be communicated to families on Monday 13th March (some parents have found it already and have signed and using it!) o Harmony Suite – our new facilities are perfect, and are being used by an 	
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	<p>increasing number of students. Mrs Gubby has embraced her new role and staff and students are enjoying the extra support. The projector is up and running as is the Comm Box. Next project is the Sensory Garden</p> <p>o Parent Engagement – Jacinta and I are in the process of putting together an application to apply for a grant to host a Parent Engagement Day on a Saturday (possible during the school holidays when other club commitments are lessened) to encourage increased participation and involvement in our wonderful school. Proposal for the day is as follows:</p> <p>* 8:30 – Coffee van and signing in of children to Kids Club * 9:00 – Opening address by Father Neil ‘The Holy Cross Way’</p> <p>* 10:00 – Morning Tea</p> <p>* 10:30 – Workshop of choice</p> <p>* 11:30 – Workshop of choice</p> <p>* 12:00 – Where to next led by Sarah Hamilton and P&F President</p> <p>* 1:00 – Lunch</p> <p>* 1:30 – Vote of thanks and collection of children</p> <p>* RELATIONSHIPS WORKSHOP: ‘Men’s Shed’ activity * COMMUNITY WORKSHOP: Team building / Locked Room activity</p> <p>* SERVICE WORKSHOP: How to reduce your child’s stress and anxiety</p> <p>* STEWARDSHIP WORKSHOP: Creating a sustainable future in your home and keeping the cost low</p> <p>Future actions, initiatives and projects include:</p> <p>o ‘Just Ono Thing’ initiative o Meeting with Joanne O’Brien re processes for P&F accounts</p> <p>o Creation of P&F Sub Committee: Christmas Fair Mother’s and Father’s Day stall Friday Cuppa Well Being Disco (Term 1) Movie Night (Term 2) 30th Anniversary (Term 3) Year 6 Graduation, Cross County and Athletics Day</p> <p>o Working Bee to tidy gardens</p> <p>o Erection of Jim’s ‘Holy Cross’ in the centre of the garden o ‘Constitution’ meeting with new committee</p> <p>o Cairns Diocesan Council P7F AGM (Sunday 19th March from 10am)</p> <p>o Use of Electronic sign – don’t forget to let Jodie know if the P&F would like any messages displayed on it</p> <p>Motion moved by Mel Emmerick to accept Principal’s report. Seconded by Jim Banceci Motion passed.</p>	
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Agenda Item 4	President’s Report – Damian Martin-Blakey	ACTION
	<p>DAMIAN WOULD LIKE TO ASK THE P&F COMMITTEE THAT IS ELECTED AT THE NEXT MEETING TO CONTINUE TO TRY AND BRING THE FAMILIES OF HOLY CROSS TOGETHER IN SOCIAL FUNCTIONS. DAMIAN HAS ALSO ORGANISED A WREATH ON BEHALF OF THE P&F FOR GREG DAWSON’S FUNERAL TOMORROW.</p> <p>MOTION MOVED BY KYMBERLEE JACKSON. SECONDED BY MEL EMMERICK.</p>	

Agenda Item 5	Cairns Diocese P&F Meeting – Susie Dobson	ACTION
	SUNDAY 19 TH MARCH, 2017 – 10AM THIS MEETING WILL OCCUR AND ALL ARE INVITED.	
Agenda Item 6	Date for 2017 AGM and April P&F meeting	ACTION
	22 ND MARCH, 2017 AGM FOLLOWED BY APRIL P&F MEETING	
Agenda Item 7	Mother's Day Stall	ACTION
	MOTHER'S DAY STALL 11TH AND 12TH MAY. KYMBERLEE WILL ORGANISE A MORNING PRIOR TO THIS TO HELP WRAP THE GIFTS.	
Agenda Item 8	Disco – Leanne Woodley	ACTION
	Friday, 24 th March 5.30 until 8.00 Equipment for DJ booked Hessian instead of bunting might enclose the area better so children cannot escape. Chicken skewers and burgers will be served No alcohol allowed as parents are required to supervise their children. Leanne Morton will organise theme and poster Snow cone machine will be used	
Agenda Item 9	Working Bee – Damian Martin-Blakey	ACTION
	Delay from 11 th of March to next term	
Agenda Item 10	Suggestions for ways to spend P&F funds for 2017	ACTION
	\$1800 Rugby league and Rugby union jerseys School mentoring program Tent for fairy floss/popcorn/snow cone machine Bike path to learn about road safety Beach volleyball court Choir outfits Shade sail on oval Co-contribution money set aside for grants More water coolers (year 5/6 area)	
Agenda Item 11	Suggestions for ways to raise funds in 2017	ACTION
	30 th anniversary celebrations -bush dance around Holy Cross Day Parents career night Insulated cups Parents quiz night Interschool district sports carnival at Smithfield – sell BBQ food and cupcakes/slices Discos Fete Entertainment book	
Agenda Item 12	Cross Country Sports Day – Damian Martin Blakey	ACTION
	Thursday 16 th of March 8.30- 10.30. 660 icy poles ordered. Niko mark on children that have already had an icepole to ensure children are not receiving 2. Sausage BBQ for parents. Marques will be put up Wednesday afternoon straight after school and any volunteers to assist with this would be greatly appreciated.	

Agenda Item 13	Grants - Adam Schmalz	
	<p>\$1000 grant from Stockland being applied for currently. We need to create a wish list. Quotes not required for this wishlist. 2 things that could be on wishlist:</p> <ul style="list-style-type: none"> - BBQ - Big Marques (the ones we have currently are disintegrating) 	

<p>Meeting closed:</p> <p>Next Meeting:</p>	<p>8.34</p> <p>Wednesday, 22nd March, 2017 AGM followed by P&F meeting</p>
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