



Holy Cross School Parents and Friends Association MINUTES



Date:	Wednesday, 11th Oct, 2017	Term 1: 23 Jan – 31 Mar
Time:	6.30pm	Term 2: 18 Apr – 23 Jun
Venue:	Holy Cross Library	Term 3: 10 Jul – 15 Sep
		Term 4: 03 Oct – 01 Dec
Executive:	Mel Emmerick (President / Chair) Hayley Hope (Treasurer) Susie Dobson (Secretary)	
Ex-Officio:	Sarah Hamilton – Principal	
P&F Committee:	Rachel Bowe, Joe Dobson	
Apologies:	Ayton Russell, Father Neil, Anita Grossetti	

Agenda Item:	DESCRIPTION:	ACTION
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1. Parish Priest's Report – Fr Neil Muir	ACTION																
Opening prayer – Sarah Hamilton																	
2. PREVIOUS MINUTES – 9th Aug 2017	ACTION																
Minutes received and approved by President, Secretary and Committee members with amendment to be made re approval of payment to expressway signs for new signs that have been paid for at \$220 each. Outstanding Actions: Sound for fair. Ayton Russell Verbal confirmation from Chris McKenna that student will be able to set up. Enquiry re Use of Smithfield oval for car parking. Ayton Russell. Suggestion made (any profit to be kept by Smithfield High if organised by them). Still waiting to hear back. Costs for Curries. Anita Grossetti. St Andrews have offered to make for \$750. Tony Sheehan Certificate of appreciation. Had indicated would be able to make meeting tonight. Not present.	Closed. Ayton to continue to follow up. Ayton to follow up and report to next meeting. Closed. Anita to continue liaising re number of serves etc. Closed. Mel to follow up with an alternative arrangement.																
3. TREASURERS REPORT – Hayley Hope	ACTION																
Current balance \$38 931.73 Commitments \$28 424 Balance after Commitments \$10 507.73 Budget Vs Actual Report detailing invoices received and paid for the period 1/09/2017 to 30/09/2017 submitted and attached.	Treasurer's report received and approved by President, Secretary and Committee members.																
4. FINANCIALS / ALLOCATION OF P&F FUNDS VOTING	NOMINATED BY / SECONDED BY																
<table> <tr> <td>Belinda Patmore – Deli Goods for P&F meeting</td><td>\$30</td></tr> <tr> <td>Ice blocks for years 4-6 splash and swim</td><td>\$70</td></tr> <tr> <td>Entertainment book money transfer</td><td>\$480</td></tr> <tr> <td>Curries, Pies and equipment for tuckshop food</td><td>\$1200</td></tr> <tr> <td>\$40 found at bush dance going into P&F account</td><td>\$40</td></tr> <tr> <td>Raffle ticket printing (as per previous minutes)</td><td>\$660</td></tr> <tr> <td>Carpark advertising signs \$220 x3 to expressway signs</td><td>\$660</td></tr> <tr> <td>TOTAL</td><td>\$ 3 140</td></tr> </table>	Belinda Patmore – Deli Goods for P&F meeting	\$30	Ice blocks for years 4-6 splash and swim	\$70	Entertainment book money transfer	\$480	Curries, Pies and equipment for tuckshop food	\$1200	\$40 found at bush dance going into P&F account	\$40	Raffle ticket printing (as per previous minutes)	\$660	Carpark advertising signs \$220 x3 to expressway signs	\$660	TOTAL	\$ 3 140	<p>Hayley / Mel</p> <p>ALL MOTIONS PASSED</p>
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5. AGENDA ITEMS / NEW BUSINESS	ACTION																

	<p>Grants Update (Adam Schmalz):</p> <p>Tuckshop Update (Belinda Patmore):</p> <p>Prep Induction: (Sarah Hamilton- Principal)</p> <p>Change to the way they are being organised this year, induction is divided into 3 parts: Transition (Bump Up Day), Parent Info Night and Staggered 2018 start</p> <p>Bump up day will be the whole day for all students in Prep to Year 5 (Year 6 will be at their High School).</p> <p>2018 Prep cohort have been invited to spend a 2 ½ hour block in the Prep classrooms with their family. 1/3 of the time will be spent in each prep classroom.</p> <p>Prep information night will be more concise (only what is required for Jan)</p> <p>Staggered start over first 2 days of school – time set aside for parents to meet leadership team in library. A good time for P&F to attend.</p> <p>Start of school year welcome (Susie Dobson):</p> <ul style="list-style-type: none"> - suggestion of opportunity for families to meet teachers before school starts <p>Not required due to students already meeting teachers and parents having opportunity within first few weeks of term.</p> <p>Car park signs:</p> <ul style="list-style-type: none"> - Owner of sign in tuckshop identified. - 3 more signs have been paid for <p>Fair Sub-Committee Update:</p> <ul style="list-style-type: none"> • Signup Genius and Ride Tickets through flexi schools now live (Mel Emmerick/Susie Dobson) <p>Mel has allocated ride tickets numbered for traceability.</p> <p>Discussion re flexi schools report and timing of handing tickets out – decision made to hand out tickets Friday morning with families needing to be responsible to make contact to arrange alternative if required.</p> <ul style="list-style-type: none"> • Fair meeting and sign painting undercover area Friday 20th 5pm • All Things Fair Booth. <p>Hayley/Mel will be in tuckshop area 7:45- 8:45 Friday mornings to deal with anything fair related (raffle and ride tickets, donations, enquiries etc.)</p>	<p>Carried over to next meeting.</p> <p>Carried over to next meeting.</p> <p>P&F representative/s – to mention fair briefly at prep information night.</p> <p>P&F representative/s to be present to meet parents in library 1st couple of days of school term.</p> <p>Item closed.</p> <p>Item closed.</p> <p>Hayley to contact and arrange to be erected along with other new signs.</p>
6.	SUB-COMMITTEES & DATE CLAIMERS:	ACTION
	<p>CHRISTMAS FAIR – Sat 18th Nov – Holy Cross School</p> <p>YEAR 6 GRADUATION (TERM 4) - Thurs Nov 30th</p>	
7.	FEEDBACK FROM PAST EVENTS:	
8.	ITEMS / TOPICS HELD OVER:	
	<p>Sum Dog Licence – Start of 2018</p> <p>Community Road Safety Grant Appl – Cycle safety 2018</p> <p>Quiz/Trivia night – Term 1</p>	<p>Well Being Group – Postponed until further notice</p> <p>Performance uniform – start of 2018</p>
9.	ANY OTHER BUSINESS:	
	Xmas Fair meeting Sunday 22 nd Oct = TBC – TUCKSHOP AREA?	

Meeting closed:	8:45pm
Next Meeting:	Weds 8 th November - 6.30pm
Xmas Fair Sub Committee:	Next meeting Friday 20 th October – 3.30pm – Undercover area
Future Meeting Dates:	Sat 2 nd Dec – End of Year P&F Bash? (TBC)