Stella Maris
Parents and Friends Assoc.
Meeting Minutes

Date: Tuesday 14th February, 2012
Time: 6.15
Location: Stella Maris School – Staff Room

Attendees: Per the attendance Book
Apologies: Per the attendance book

Chair: Tim Eva
Prayer: Glenda Morgan

Previous Minutes:
Minutes of 8th November 2011 tabled and read. Moved Tim Eva, seconded Stephen Austin.

Correspondence In:

1. Email dated 02/02/12 received from Allison Roser regarding Pedestrian Crossing and better signage for Blanck Street, Maroochydore. Alison Roser has also forwarded email correspondence that she has received regarding this matter from Stuart Gardner Manager from SEQ Nth Department of Transport and Main Roads advising that a risk assessment of the area is currently underway. Action: Tim Eva to follow up via written correspondence with the Sunshine Coast Council. Moved Tim Eva, seconded Kellie Elder.

2. Undated letter received from Damien Faux and & Steffan Kelm, president and vice president of the Stella Football Club wishing to introduce themselves on behalf of the club and have requested financial consideration based on the strong affiliation with Stella Maris Primary School and proposed improvements and upgrades to the club they are hoping to achieve including training, equipment and buildings. Action: P & F acknowledges Affiliation and down the track if a request is made for financial assistance it will be considered.
3. Undated Flyer received via fax from Big Screen Promotions who offer Outdoor Movies and have fundraising packages available also. **Action:** Kylie Walsh to follow up and if feasible and well received by P & F community possibly include it on the Calendar of Events for 2012.

4. An information pack dated 23/01/2012 received from Carmel Nash, exec director for The Federation of P & F Associations of Catholic Schools QLD. Invoice referred to Steve Austin (Treasurer) for payment. Letter included outlines Federation’s 2 main roles and also requests, but does not demand representation at the QLD Catholic School Parents conference to be held May 5th-7th on the GC at the Radisson at a cost. The conference will include speakers, workshops, discussion forums and a dinner. Registration form is available from the website. A poster has also been included “Ten Ways parents can work with teachers to support children’s learning”. Further brochure and booklets in the pack pertain to APC reviews for the last 2 quarters of 2011 and a guide for Mothers wishing to return to the paid work after caring for children. **Action:** As per Terry Grogan’s comments Kylie Walsh to follow up on what forums are run throughout the year for P & F delegates to attend.

**Correspondence Out:** Nil

**Business Arising:**

Playground: Work has now been completed on the new 4-7 playground. The P & F re-affirmed its commitment to the second stage of this 2 year plan along with the School from its budget to implement another playground somewhere on the Thompson Oval. Positioning of this playground will also depend on the Master Plan for the school. All Profits from the Fair will be directed to this project.

Care Pantry Freezer: A cheque for the sum of $1150.00, including GST from the P & F was given to Judith Mellifont and a freezer has now been purchased.

**Treasurers Report:**

**Payments to be ratified**

General Account MYOB Balance 31/01/2012: $20,818.98
Credit  Levies May – December 2011 $10,139.38
Credit  Interest (Jan) $  16.13
Credit  Interest (Dec) $  20.14
Credit  Interest (Nov) $  28.27
$10,203.92

Debit  Stationary – S.Austin $  65.94
Debit  Care Pantry Donation $1,150.00
Debit  Rainbows Program $1,500.00
Debit  Urn purchase $  330.00
Debit  Annual Audit $  682.00
$3,727.94

Tuckshop Account MYOB Balance 31/01/2012: $10,685.04

Regular tuckshop food sales, purchases and expenses.

Art Union Account MYOB Balance 31/01/2012: $6,702.50

Credit  Interest (Jan) $  9.67
Credit  Interest (Dec) $ 10.88
Credit  Interest (Nov) $ 13.24
$ 33.79

Debit  Monthly Merchant Fee (Jan) $  12.00
Debit  Monthly Merchant Fee (Dec) $  12.00
Debit  Monthly Merchant Fee (Nov) $  12.00
Debit  Fair Convenor Gifts $  200.00
Debit  Fair Food Account $  478.70
$  714.70

Term Deposits MYOB Balance 31/01/2012 $25,000

Art Union $20,000 Maturity 9/02/12
Tuckshop $5,000 Maturity 8/5/12
GENERAL REPORT

- Art Union Term Deposit to be re-invested
  - Options and rates to be tabled.
- Draft Budget for General Account
- Parmalat Contract (Supply of Milk Products to the Tuckshop) was renewed for a further 24 months.

Principals Report: P&F Meeting
Tuesday 14 February 2012

Principal's Report

- Year off to a smooth start with 768 students and 29 classes.
- Resourcing
  - Purchase of all Primary Investigations Science Units and Resource boxes
  - All classrooms with new Promethean Interactive Whiteboards.
  - New website shortly
- Maintenance and upgrading
  - Concrete paths to bus and other areas
  - Covered area in Year 1 quadrangle for small outdoor groups
  - Bus shelter under way
  - Electricals
  - Library extension and computer lab conversion
  - Playground equipment completed today for use by students tomorrow. Thank you for the P&F contribution.
- Community Partnerships and Support
  - Care Pantry up and running.
  - KidsMatter Framework set to roll out this year.
  - 3 ST-IEs again this year, fulltime CST and GC
  - Class covenant ceremonies over the next three weeks.
  - New sports shirt looks great.
  - SM Running Club about to kick off – sponsorship letter – Kim Hughes
  - New part-time groundsman interviews shortly.
- Curriculum
  - Thanks for support of Parent Information Evenings just completed.
- PD, coaching and mentoring of teachers and school officers – Cal and Rosemary Irons, Lecturers at QUT
- On-going coaching relationship with Pat Edgar – Literacy
- Eileen Coghill BCE in Australian Curriculum and assessment against standards.
- Digital Citizenship – Kate O’Neill
- New Reporting System ready for Semester One Reporting
- New RE Curriculum out later this year.

**General Business:**

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<tr>
<th>Item</th>
<th>Agenda Item</th>
<th>Discussion</th>
<th>Action/Outcome</th>
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<tbody>
<tr>
<td>1.</td>
<td>Calendar Of Events, 2012</td>
<td>Much discussion from all members of the committee and attendees took place regards what fundraising and community based events should be tabled and implemented. Favourites that raised good profits and good community turn outs include Welcome BBQ, movie night; parent stalls fair, pie drive and entertainment books and will be probable inclusions for 2012. Others will be dropped and a few new ideas to be further investigated.</td>
<td>Some further research required for some new suggestions. New suggestions included a Race Day, Outdoor movie night and walkathon. Various committee members are following these suggestions up. The calendar of events is to be established by or at next meeting once all information is at hand. This is a priority. To be actioned by all committee and general committee members.</td>
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<td>2.</td>
<td>Welcome BBQ</td>
<td>Unanimously agreed that this event should take place. Date is Sunday 10th March. Time 2pm -5pm. Sausages and entertainment to be provided by the P &amp; F. BYO chairs, drinks etc. Dateclaimer to Sub Committee elected: Lauren England, Sarah Thompson, &amp; Kelly Loe to organise the event. Date claimer to be placed in the Stella Star. Suggestion made to use Off the Bone Butcher in Maroochydore for sausages and to approach Dennis Quinn in relation to availability for entertainment.</td>
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<td>4.</td>
<td>Fair, 2012</td>
<td>Date tabled and agreed on is Sunday 5th August. Andrew Small and Michelle McDonald have kindly offered their services for this year again as Convenors.</td>
<td>At this point Michelle and Andrew are following up.</td>
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<td>5.</td>
<td>New Sports shirts</td>
<td>Generally very well received however some parental concern in regards puckering of the piping and shrinkage.</td>
<td>Glenda Morgan to follow up with Leanne Dow, Uniform shop convenor. Glenda will provide feedback.</td>
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6. Stella Star
   Points of interest for the P&F, weekly updates etc., deadline is the Monday before by 11am.
   No further action required.

7. Tuckshop “Smart Choices”
   New Menu implemented.
   No further action required.

Meeting Closed: 8.05pm

Next meeting: Tuesday 13th March at 6.30pm

Confirmed ____________________

President ____________________ Secretary ____________________

P&F COMMITTEE 2012 – CONTACT INFORMATION

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Telephone</th>
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