Location: St Lawrence Primary School  
Time: 8.55 am  
Date: 19 May 2015

Attendees:  
- John Rose (JR)  
- Narelle Zaknich (NZ)  
- Rebecca Rzemek & Melissa Kailis  
- Sue Del Borrello (SDB)  
- Lucia Ewen (LE)  
- Ang Messina  
- Eugenie Faulkner  
- Anja Mojas  
- Leah Ferolla  
- Laura Russo  
- Amanda Xigas  
- Paula Bulich  
- Jenny Mucciaroni  
- Melinda Fuller (ANZ – Visitor)

Apologies:  
- Lucia Lizzi,  
- Frances Caccamo  
- Leanna Rigoli  
- Tammy Mottolini

1. Opening  
Meeting commenced at 8.55 am with the opening prayer.

2. Minutes of Previous Meeting  
The minutes of the previous meeting were moved as true and correct. 
Moved: Anja Mojas  
Seconded: John Rose

3. Business Arising  
   - Easter Fundraiser:  
     ➢ There are still 9 boxes left. Narelle to insert a note in this week’s newsletter that the P&F are offering the boxes for sale $20/box. (NZ)  
     ➢ Next year the P&F propose two options: Before ordering from Cadbury send out expression of interest “who would like chocolate fundraiser boxes”, and those who aren’t interested in the chocolates can donate $30.00 instead.
• Melinda Fuller – ANZ Home loans fundraiser: Melinda presented to the P&F a loan referral program for all families at the school. For every home loan taken out by parents at St Lawrence the ANZ will pay a commission e.g. $300K home loan—St Lawrence Primary School will receive $900 and the higher the home loan the more commission the school will receive – depending on rates of course. This will only apply for new home loans, refinancing but not for existing ANZ home loans or business loans.
  ➢ The P&F to discuss if they’d like to go ahead with this fundraiser and the implications of confidentiality. Narelle to call Melinda once a decision is made.  (NZ)

• Lyric changes – National Anthem - ANZAC Day: It has been brought to our attention by a parent that the lyrics of the second verse of our National Anthem especially on a commemorative service of ANZAC Day were changed. In answer to their request, the Bishop of Australia has asked catholic schools around the country to sing the Bishop’s version. In discussions at the P&F meeting today, we will now ensure that the Bishop’s version be used during Advent calendar events and other religious days only and the National Anthem will not be changed and used correctly.

• Fun Run:
  ➢ The fun run will be held on Wednesday 27 May – Kindy students and Thursday, 28 May all other students.
  ➢ The sponsorship forms have all gone out (attached to Wednesday 13 May 2015 newsletter).
  ➢ The sponsorship forms and funds are due back Thursday, 28 May 2015.
  ➢ The P&F committee to hand out stickers to each student on the day.

• Entertainment Book:
  ➢ Now available.
  ➢ Hard copy forms to arrive in the office this week.
  ➢ Digital version is highly recommend.

• Un-incorporating the Parents and Friends Association:
  ➢ Narelle to complete forms for this application to take place.
  ➢ Lucia Ewen to give Narelle original attendance list.  (LE)

• Electronic banking access:
  ➢ Need to open a new bank account once the application to un-incorporate the Parents and Friends Association is complete.  (SDB)
Bessemer Fundraiser:
Lucia Lizzi proposed a morning tea fundraiser with Bessemer products. To be held on a Friday in the school hall. No cost to the school. Lucia will fully cater for the demonstration. She only asks if the school could provide tea, coffee, milk etc. Depending on sales the school will raise between 5-10% of the sales made on the day (and we can maybe give a week’s grace if people can’t make morning tea) and/or can have products to raffle off. Lucia will supply parent’s books to have a look at before the day. Lucia can promote the update/upgrade your old Bessemer product too. The P&F were happy for this to go ahead as a fundraiser and that if it were to take place in the school hall, Lucia and associates will need to finish at 12:20 pm. Lucia Ewen to inform Lucia. LE

4. Principal’s Report

- Nova Gibbons in the new canteen manageress and is supported by Nancy Donatelli and Amanda Xigas (share the Assistant role.)
- I would like to thank Mrs Marie Heavey who filled in for me whilst I was on LSL.
- The school has hired Mrs Rachel Wake to replace Miss Edel Murray who will have the first four weeks of Term 3 as LWP when she will be returning to Ireland and getting married. Mrs Roselyn Pizzino will complete the year in Year 1.
- Mitch the coordinator of MJR will be visiting the school and working with our Year 5 students and teachers from other schools in the area.
- From May 12-15 Year 3 and 5 students completed NAPLAN assessments in Reading, Writing, Spelling, Grammar and Numeracy. These results are usually returned in August.
- On Friday 29 May all nine Catholic schools in our region will participate in a PD at Aranmore Catholic Primary focussing on critical conversations. How to construct these conversations and to ensure your message is heard. The facilitator will be Brendan Spillane.
- On Monday 8 June I have two Mercy sisters Sr Catherine & Sr Mary talking to new staff about the beginnings of St Lawrence Primary. This helps maintain a strong connection to our past and gives ownership with continuing traditions.
- On 9 June Yvonne from Kagan Australia will be here coaching the staff on cooperative learning.
- Sacred Saints has been occurring on Friday’s throughout this term with Year 5 & 6 students competing against other schools in netball, football & soccer.
- A large number of staff came in during the holidays and constructed a data wall which tracks students’ progress in reading and comprehension.
- On 24 May students will be receiving the Sacrament of Confirmation from the Emeritus Archbishop Barry Hickey. The Confirmation retreat will be held on Thursday 21 May at St Lawrence.
- Today we have two Directors from Catholic Education Office who will be visiting our school.
- First communion will be held on the weekend 6/7 June. The Communion retreat will be on 4 June.
- Staff were in serviced on the Pastoral Care component using Seqta, student based database. Have started implementing this as a school and great to have a central place for collection of data.
- Enrolments for Prekindergarten and Kindergarten 2016 have been completed. Have offered positions that forms are due on Friday 22 May.
- School celebrated Mother’s Day with a mass and a morning tea on Friday 8 May. Thanks to our P & F for organising this event.
• Edu dance Performance concluded our term on Holy Thursday. Students performed their dances beautifully and this was a great community event.
• Cyclical Review – we are a trivial school that will be reviewed on 3 September.
• Strategic Plan – would like a parent from the P & F and School Board to form a committee of around seven to flesh out and finalise. Question what would you like for a St Lawrence Graduate?
• With P & F coordinated a Father’s evening the Thursday before Father’s Day. Glenn Mitchell will speak to the Fathers about mental illness and the need for males to discuss these issues.

5. Treasurer’s Report
• School Banking Commission: $283.71
• Cash donations – in lieu of chocolates: $70.00
• Voucher transferred to cash: $100.00
• Easter Egg fundraiser: $7,852.00
• Current working balance: $14,788.81

6. Wish List
• Football goal posts: Proposed for the senior oval. Sue to source costs. John Rose to discuss with Peter (Principal from Balcatta Primary School). (SDB and JR)

• Netball posts: Portable netball posts for our striving St Lawrence netball teams to be used on the senior oval. Looking at 2 to 3? Narelle to buy if approved. John Rose to discuss with Peter (Principal from Balcatta Primary School). (NZ and JR)

• Group Table and Magnetic letters: Roslyn Pizzino (Year 1 teacher) has requested for a group table outside the year one class room $351.89. The magnetic letters $43.89. Discussed and approved for purchase by the P&F.

• School Banking–area for banking posters: Currently the posters are accessible on lounges during school banking. Currently running out of room and we would like a specified area to have the posters hanging. Lucia Ewen and John Rose to discuss possible areas. (LE and JR)

• Patio for new school bus: John would like a patio/lean to for our new school bus for protection. A suggestion was to advertise in the newsletter if there are any patio companies that families may know to assist us in this enquiry. (JR)

7. General Business

Meeting ended at 10.00 am.