



**Sacred Heart School P&F Association
Meeting Minutes**

Date of Meeting: Friday 31st July 2020 @ 9am - Staff Room

Meeting opened at 9:00am. Chaired by Orla Burrows

1.0 Prayer: Opening prayer –

Welcome and Opening Prayer

Dear Lord,

As we meet today, come be with us. Guide our thoughts, ideas and decisions.

Amen

2.0 Present: Orla Burrows, Kylie Vardy, Amy Lymbery, Penny Watkins, George Firms, Michelle Hay, Karen Pitt, Fleur Ryan

3.0 Apologies: Angela Davies, Clare Wood, Caran Fraser, Wendy Hooper, Marsha Longo and Meegan Mirco

4.0 Confirmation of previous minutes
Moved by Amy Lymbery, 2nd by Kylie Vardy

5.0 Business arising from previous minutes

ITEM	PREVIOUS MINUTE	ACTION
5.1	Sacred Heart P&F email	<ul style="list-style-type: none"> • P&F creating an email account • SHSP+F@gmail.com or sacredheartp+f@gmail.com • Will be setup through the school • Passwords will be updated when executive groups change • Will provided a constant P&F email
5.2	Fun Day Term 4	<ul style="list-style-type: none"> • Booked for Friday 4th December 2020 • Can be a postponed Sacred Heart Feast Day
5.3	Father's Day breakfast	<ul style="list-style-type: none"> • Stamps will be used to ensure everyone is catered for • Volunteers will require Covid-19 training • There will be a father's day raffle • The Board will advertise the event with possible newspaper coverage
5.4	Subway Orders	<ul style="list-style-type: none"> • Subway will be ordered for the faction carnival • Pick up time needs to be earlier • Can use cash for orders • Need to purchase envelopes for orders • Orders will consist of a roll, water and cookie
5.4	Water Tank Painting	<ul style="list-style-type: none"> • Information has been provided to local artist's to include local native flora and fauna • Waiting for 3rd quote • Will discuss options once all quotes have been

		<p>received</p> <ul style="list-style-type: none"> • Possible SoM and Dulux grants available
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6.0 Correspondence -

ITEM	DESCRIPTION	ACTION
6.1	Bank Statement	

7.0 Reports

7.1	Board Report	<ul style="list-style-type: none"> • Focus on marketing • Website is being updated, will review other school for ideas • Will focus on the promotion of events through the newspaper • Development of an online art exhibition • Anyone with a marketing background has been invited to assist
7.2	President's Report	<ul style="list-style-type: none"> • Colour run colour has been purchased and stored for the next colour run event • Two gas bottles purchased for P&F BBQ • P&F cleaning products have been purchased and are stored in boxes labelled P&F BBQ and P&F cleaning equipment. • Orla will label and box all P&F items. • Orla has completed appropriate Covid-19 training • Sausage sizzle was fantastic the children were excited
7.3	Treasurer's Report	<ul style="list-style-type: none"> • Current balance \$17,687 • Mother's day profit of \$278 • Sausage day sizzle profit of \$473 • Request \$400 for the Father's day breakfast (1st Amy, 2nd Karen – Passed)
7.4	Principal's Report	<ul style="list-style-type: none"> • Sacraments have begun for the year, starting with Reconciliation. Waiting on permission from the Archbishop before the Confirmation ceremonies can begin • Assemblies have commenced with a new format to abide by social distancing rules. • Year 3 & 4 did a great job at their assembly with lots of parents attending • Next assembly will be PP & K who have a Mother's day/Father's day theme • Next term will be years 1 & 2 • Thanks to the P&F for the ukulele's and the sausage sizzle. • All students now have a ukulele to use in the classroom • Badminton Racquets have been purchased through the School sports funds • After school sports to start this term • Looking at purchasing 50 iPads with the funds raised from the P&F Quiz night • A smart TV has been purchased for the computer lab to replace the old whiteboard.

7.5	Parish Matter	<ul style="list-style-type: none"> P&F leant parish BBQ for recent welcome back celebration, It was a well received event for the parish
7.6	Class Representative Reports/ New reps	
Kindy		Marsha Longo
Pre-Primary		Amy Lymberry
Year 1		Penny Watkins
Year 2		Meegan Mirco
Year 3		Clare Wood
Year 4		Stephen Davies
Year 5		Karen Pitt
Year 6		Kristy Caldwell

8.0 General Business

8.1	Semester 2 events	<ul style="list-style-type: none"> Events will be planned as normal for term 3, however events may need to be cancelled at short notice if affected by Covid-19 Yr 3 survey results for the top 4 activities they would like at our school are: <ul style="list-style-type: none"> School sleepover Disco Colour run Movie night Super fun day planned for term 4 Art show in term 4
8.2	Waster Audit	<ul style="list-style-type: none"> Waste audit equipment free to hire to use at school. School is not currently accredited. A waste audit will take place during Biodiversity month.
8.3	Colgate recycling	<ul style="list-style-type: none"> Information required to join SHS
8.4	Grants- Life Education	<ul style="list-style-type: none"> Potential grants of up to \$1000 to create bush tucker gardens/sensory gardens Fleur to discuss further with George
8.5	Fun Raising Ideas	<ul style="list-style-type: none"> Painted Plates promoted at the end of term 3. Orla to advertise
8.6	Shire Grants	<ul style="list-style-type: none"> Looking into possible grants to fund the painting of the water tanks
8.7	Art Competition (Mundaring Arts and Shire of Mundaring)	<ul style="list-style-type: none"> Information provided to George to pass onto classroom teachers and Mrs. Alcott Art with an environmental theme will be selected to be hung on banners in Mundaring
	Sacred Heart Art Show	<ul style="list-style-type: none"> Will be in Term 4. P&F has been invited to contribute
8.8	End of Term sausage sizzle	<ul style="list-style-type: none"> Last day of Term 3 (25/09/2020) Free dress theme will be decided by the leadership group
8.9	Grandparents Day	<ul style="list-style-type: none"> Wednesday 21st October 2020

Closed 9:52am

9.0 Next Meeting

Friday 11th September 2020 at 9am