Welcome

Annmaree H.

School Prayer

Dear Lord, Bless our school that by working together and praying together we may learn to serve you and to serve one another. We ask this through Jesus and Mary. St. Benedict’s pray for us

Present


Apologies

Jo B, Dave B, Julia C., Mary B., Phuong H., Jackie H., Louise H.,

Minutes from last meeting accepted as an accurate record

September 2014
Accepted Nicola R
Seconded Jo R.

Matters Arising from Previous Minutes

- Hooptime shirts reference in previous minutes to be disregarded.
- Shirley has emailed Daniel regarding the changes to the P&F section of the school website.

President’s report

- Thanks to John M, Jack L and Brendan H for arranging Poker Night. It’s shaping up to be a great night.
- Display Board for Undercover Area – Annmaree has followed up and confirmed St Cecelia’s paid approx. $3K for their display board. It is a pin board that is deep and behind a case with velcro or pins used for displays. We can probably arrange something that is less expensive. Annmaree has a contact and will provide details to Barry.
- Disco date is confirmed for 17 December – same format as past years will be followed. Sausage and bread for all with additional chips, glow stick and lolly pop for kids. $20 per family. Adults BYO drinks and nibbles. Annmaree will approach Damien D re possibility of DJ. Kirstin will check with Phil H if smoke machine is available for hire.

Principal’s Report

- A quote on PA system has been obtained – Barry is currently sourcing a second quote also. Weighing up options at the moment as staff have also requested new furniture for classrooms.
- Olga and Voula are confirmed to attend the special assembly on Friday 10th.
- Students have written reflections, have made cards and will be presenting flowers.
- Barry will ring The Leader to see if they are interested in covering this as a local news story.
- Police Dog Squad coming to school to speak to the children on Friday 10th.
- Plans for Concert going well.
- Working on class numbers for 2015.
• Parent Survey for the School Music Program has been sent out. Barry confirmed one survey for each child is applicable.
• Prep Dinner is on Monday 30 November. (Annmaree confirmed P&F will present to new parents regarding P&F activities and parents will also be given information/flyers to take away).
• Side room of hall has been cleared out with BBQs being placed in the school shed.
• Escape Travel have offered a cash benefit to the School if parents purchase travel through their business and mentions the arrangement with St Benedicts. (Annmaree and Cassie will follow up).
• Four new students have joined the School this week, including two children from Sudan.

**Treasurer’s Report**
No report.

**Tuck Shop**
No report.

**Uniform Shop**
No report.

**Maintenance**
No report.

**Grants Co-ordinator**
No report.

**Social Activities**

**Olga and Voula Anniversary Assembly – 10 October**
• P&F team will provide plates of food and tea/coffee for morning tea after assembly
• Flowers have been organized – will be presented by children.
• Students to read reflections.

**Fund Raising Activities**

**Poker Night**
• Scheduled for Friday 18th October. Start time 7pm.
• Prizes arranged and invites have been sent out.
• Budget prepared (John to send electronic copy to Shirley G.)
• Target fund-raising is approximately $1,600.
• Aiming for 50 players
• Hall booked – Barry to confirm
• Barry will advise After School Care
• Ryan Quirk has offered to manage the bar / also seeking an RSA person
• Red wine – check supplies in P&F cupboards in hall (Jo R. will check)
• Class Reps to forward invite to classes (noting Dad’s only night)
• Liquor licence required – John will arrange.

**Fair Update**
• Communication/update has been sent out to parents. Date for Crafty Madams was incorrect – notification has been sent.
• One Platinum Sponsor has been confirmed and another is pending.
- Cassie and Annmaree to meet with Action Events to discuss placement of rides on Friday 10th at 11.00am.
- McIntosh First National have agreed to do the Advertising Boards.
- Flyer has been designed by Maria Bates and looks really good.
- Next meeting will involve working out for each Stall what is required and how many helpers will be necessary.
- Jo. D has confirmed that raffle tickets are due soon. These will be sold by families. Jo has also applied to WDNA for permission to sell at netball one Saturday morning. We will also arrange to sell in Burwood Village.
- Donations – the school can provide an invoice to businesses making donations so that tax deductions can be applied for. In these cases, the funds are paid directly to the School so it will be necessary to keep a record of all donations being paid in this way.
- A portable EFT machine will be rented for the day. Cost is $185.00. Arrangements will need to be finalised to ensure that there is a process in place for people wishing to purchase items (eg from silent auction or craft stall) using EFTPOS. Approved receipts will need to be presented for goods to be received.
- Security regarding money handling was discussed and arrangements will be in place.
- Sponsorship flyer has been sent to families – a schedule for approaching local businesses is being prepared. Local businesses in Burwood Village will be a priority.
- Silent Auction arrangements and requirements for Spinning Wheel are being finalised.
- Next Fair meeting on 14 October at Annmaree’s house.

**Correspondence**
No correspondence

**General Business**

**Teachers Last Day Lunch**
- P&F always organises parent donations for the teachers’ lunch on the last day of school. In the past either food or money donations have been provided. Need to decide which option will be asked for this year. Barry will give this consideration and confirm at next meeting.

**New Business**
n/a

**Next Meeting** – Monday 27 October 8pm.