




LORETO NEDLANDS

MINUTES & AGENDA: P&F MEETING



Date & Time	Wed 30 th March 2022 , 6.00pm	Minutes:	James O'Sullivan (JOS)
P&F Attendees:		Jennifer Roughan (JR): President Anita Moullin (AM): Vice President Andrea Coad (AC): Treasurer Bridget Beesley (BB): Parent Rep Co-Ordinator James O'Sullivan (JOS): Secretary	
P&F Committee Attendees:		Christine Biggs-O'Sullivan (CB), Apologies:	
Loreto Attendees:		Rika Andres (RK) Apologies: N/A	
Parents:		Patrycja Spears, Lauren O'Connor, Natasha De Marte (Admin Barcelona Pty Ltd), Alisa Skye Liu, Peggy Wa, Wendy Ferguson, Joanna ?, Alisa? Apologies: Kaye de Pardo	
Location/Dial in details	Microsoft Teams		

1. Welcome and Opening Prayer

- The President welcomed all attendees and advised that the meeting will be recorded so those who couldn't attend can review if desired
- Followed by a recital of the Prayer

Lord Jesus,

We thank you for your presence in the life of this Parent Group and in our school. You have spoken to us through the events of the year.

In our shared plans and hopes and dreams, in the prayers and liturgies and celebration on social occasions, and often enough, in the words of our children.

Bless all of those who have been part of our community. Bless especially those parents and carers for their work through the year - may their future be lived in your teachings and example.

Bless this meeting of ours where we gather to bring our year's work to completion.

We ask this through Christ our Lord. Amen.

2. Apologies

3. Attendees

4. Presidents Report

- Short introduction to the President and the Members of the P&F Executive & Committee (as listed above)

- Welcome to our second meeting for the Term 1. This Term has just flown by and COVID has once again made navigating a little difficult. I just wanted to say thankyou to Rika and the teachers for the hard work that has taken place over the course of this Term regarding COVID requirements. The kids have also done fabulously wearing their masks during school.
- A big thank you to our volunteers from Pre-Primary and Year 6, for coordinating the Sausage Sizzle this Term. Special thanks to *Donatella* and *James* who started setting up never having done it before! Thank you also to Monica, Wendy, Brooke, Andrea, Chris, and Conor for helping. It was a great success!
- There has been lots going on, Katie Sharman has been going great guns with fundraising for Project Compassion, there has been a bake sale and Rice Day plus the free dress day coming up.
- The kids have been practicing all term for the EDU concert which was today. Hopefully next year we will be able to see it in person!
- Photos are next Thursday on the last week of school so everyone remember to get you kids haircuts! That was really a reminder for me!
- We will be holding a meeting in Term 2 or 3 2022 to open discussions on holding the next Loreto Nedlands School Fair. Ahead of this meeting please take the time to think about how you can contribute to this amazing event.
- I'll now pass on to Rika for her Principals Report.

5. Principals Report

Loreto Nedlands creates empowered thinkers who are inspired to excel, feel confident to lead and show compassion as they serve others in the spirit of Mary Ward.

Inspired. Confident. Compassionate.

LORETO NEDLANDS PARENTS AND FRIENDS ASSOCIATION
PRINCIPAL REPORT 16 February 2022

2022: Loreto Schools Australia Year of "Freedom".

Freedom

Freedom, meaning being independent without restrictions.

Senior Playground

I am pleased to announce that the School Board has approved the purchase and installation of new monkey bars for the senior playground. The playground will be installed over the upcoming school holidays in the same location as the previous monkey bars. The boat and wooden balance beam will be relocated. I had requested that the P&F assist with funds to purchase new playground equipment and I still wish that to happen. I acknowledge that the need for new playground equipment is a matter of urgency and respectfully request that the P&F when they have sufficient funds contribute to the upgrade as below.



Design 3 – The Dynasty



- Remove top soil and dig out entire area to footprint dimensions – 26m3, 300mm below surrounding height. Any soil and rubble to be removed from site.
- Hand dig 400mm footing trench, as shown in footing site plan.
- Relocate sand or tip waste if unsuitable
- Supply and install concrete to Engineered Specifications: 25/20 MPA with 80% slump max.
- Pour concrete to specifications outlined +/- 5mm
- Assemble and Install Funky Monkey Bar unit to recommended heights as stated in Australian Standards AS4685.0 and to fit with given drop zones.
- Deliver certified, white-washed sand soft fall and install on day of installation of play equipment.

Total installation time is approximately 3 days which allows for the concrete curing time to install the unit.

Access required:

- Truck access
- Power access
- Water access

Cost of Project are as follows:

- Fabrication of Funky Monkey Design - \$13,500 + GST
- Delivery of Funky Monkey Bar – Dependant on Postcode

Total \$13,500 + GST - does not include shipping

Total \$11,020 + GST

Additional Limestone Wall surround - \$4400 + GST

Additional Tree Removal cost - \$1500 + GST

TOTAL COST - \$16,920 + GST

TOTAL COST - \$30,420 + GST

It has been lovely receiving so many emails of gratitude from families. I thank you on behalf of the teaching staff as I know it certainly uplifts their spirits.

It has been brought to my attention this morning that the Winter Blazer sizes for students in Years Three and Four will not be available until the end of Term Two at the earliest due to ongoing shipping issues.

As a result, the Winter Blazer will not be compulsory nor an expectation for students in Years Three and Four for 2022. I do not expect families to pay for such an item that their child will only wear for one term in 2022. Please note that it will become compulsory and an expectation for students in Years Three to Six commencing 2023.

I take this opportunity to thank parent reps and all families for taking the time to come in and provide sizing, this will have to be done again next year to ensure your child has the correct size for 2023. I apologise also for the time you have spent, however, it is out of my control that stock is not available.

I am aware that there COVID restrictions are easing to some extent. Tomorrow morning I have a Principal Briefing regarding the latest news. I will continue to keep you up to date, however, as always please remember that circumstances are constantly changing, sometime with very short notice.

Finally I wish you all a Holy, Safe and Happy Easter Holiday break. Looking forward to seeing you all in person next term as restrictions ease.

Kind regards

Rika Andres
Principal

6. Treasurers Report

- Treasurer's Report tabled and shared at the meeting by Andrea.
 - Current Bank Balance is \$4,494.40
 - Approved by Executive \$300 – Easter Raffle
 - Levy amount \$14,750 expected
 - Credit refunds ongoing
- The report includes projections for the current events planned including:
 - Sausage Sizzle Profit \$432
 - Easter Raffle \$TBC
- \$6,500 to be paid out to teachers
- Ongoing Reminda 12 Month Subscription (For All School Use) approved in meeting

7. General Items

7.1. School Disco – 2 Disco Co-Ordinator's required

- P&F needs two volunteers to coordinate this event for 2022, who can manage and arrange the whole event.
- We may have a very new parent who would be interested but would very much need a co-coordinator who has been here a while.
- Hema Michell would be happy to answer any questions regarding coordination and there is a file with previous years coordination efforts. Class reps to send out requests for parent help
 - Andrea is happy to coordinate – but can't do this and the Christmas Market (tbc) – explore combining Christmas Market with Sundowner (end of year)
 - TBC: DATE FOR DISCO – TERM ¾

7.2. School Portal Update – Credit Refunds

- Currently going through the process now and the user (parent) will automatically receive an email with the refund amount.
- Andrea will finalise this tomorrow (Thurs 31/3)

7.3. Fundraising Committee

- Term 1 fund raising idea had to be shelved, however we are doing Easter Raffle
- Target currently set at \$20,000
- Next Raffle Mother's Day Raffle (tickets sold prior and on the day, drawn on the day)
Art Exhibition
- Current ideas include:
 - Raffle every term
 - Retro bingo night (Term 3)
 - Tuition Raffle (Term 4) – ½ amount
 - Vouchers – eg. Coles, Claremont Qtr gift voucher

- Anita will send out email next week with confirmation of process/details, incl
 - Term 2: Mother's Day raffle (subject to COVID-19 regulations)
 - Retro Bingo (3rd term)
 - Sundowner (4th term)

Meeting voted to commit to contribute half the overall cost (\$30,420) or the \$13,500 (ex GST) for the Monkey Bars – levy money can be used to top up any shortfall on fund raising.

7.4 TryBooking – extra fees

- Question regarding try booking charges and whether the P&F could use a different booking system that possibly has less charges per transaction.
- Suggested possibly something to consider re fundraising post covid and making use of the eftpos machine option at the gate??

Response:

- Gate option requires a further burden on collecting monies plus there are also credit charges
- We acknowledge that a 50c fee is not ideal especially when only paying \$5 for SS. We are looking into alternatives.
- Once we have finished the cancelation of Incorporation we will have a P&F CDF account (Catholic Development Fund).
- The CDF offer use of a portal in which we should be able to utilize for fundraising, SS etc.
- We are looking into. We don't yet have information regarding the fees for using that.

8. Upcoming Events / Fundraising Opportunities

8.1. Easter Raffle 2022 – Koko Black Chocolates

8.2. Mother's Day Stall Week 2 Tuesday 3 May 2022

Patrycja informed that 1st lot of gifts have arrived

8.3. Mother's Day Mass and Morning Tea – Term 2 - 6th May 2022 (Week 2)

- Mother's Day Morning Tea to be organized and catered by the Yr. 1 & Yr. 2 class reps and volunteers
P&F will arrange all the tea/coffee etc
Provide Patrycja with run down sheet/procedures + organize volunteers

8.4. Mother's Day Raffle

Proceed with this

8.5. Scholastic Book club

- This is now being taken over by Justine Jacobs.
- This program will still go ahead, it just won't be organized by us. It's a great program for the school and All credits for books purchased go to the Library and Literacy program for book purchases.

9. General Questions / Discussions

- Art (luggage tag) competition: a student's artwork to be the tag. Every child will get a tag!
- Rika to provide Jen of key dates for 125 year celebrations (Term 3) > confirm when Scotch is on, so there's no clash and/or clash with Loreto P&F Term 3 events