



Our Lady of the Sacred Heart School

P&F GENERAL MEETING MINUTES

4 September 2025 | 3:15 - 4:30

Attendees	Katrina Coates, Alex Thomas, Elise McKee, David Graham, Jess Jeffrey, Jess Roberts.
Apologies	Sallyella Sloss

	MEETING OPEN 15:20 – Opening Prayer by Katrina Coates														
	INTRODUCTION OF ATTENDEES: Not Applicable.														
	CONFIRMATION OF MINUTES FROM PREVIOUS MEETING: MOTION: The minutes of the previous meeting confirmed as a true and correct record. MOVED: Katrina Coates SECONDED: Elise McKee														
	BUSINESS ARISING FROM PREVIOUS MEETING <table><tr><th>Action Item</th><th>Responsible</th><th>Status</th></tr><tr><td>Obtain quote for table tennis tables (including delivery) for purchase consideration</td><td>Jessica Roberts</td><td>Quote obtained, Mr. Lochie is not supportive of purchase. On hold pending further review. Close item – reopen if purchase progresses.</td></tr><tr><td>Develop 2-3 specific student awards/bursaries for presentation at the end-of-year awards ceremony.</td><td>All P&F</td><td>Discussion parked for offline consideration by committee.</td></tr><tr><td>Explore option of competition for P&F logo design</td><td>Alex Thomas.</td><td>Not yet progressed – hold over.</td></tr></table>			Action Item	Responsible	Status	Obtain quote for table tennis tables (including delivery) for purchase consideration	Jessica Roberts	Quote obtained, Mr. Lochie is not supportive of purchase. On hold pending further review. Close item – reopen if purchase progresses.	Develop 2-3 specific student awards/bursaries for presentation at the end-of-year awards ceremony.	All P&F	Discussion parked for offline consideration by committee.	Explore option of competition for P&F logo design	Alex Thomas.	Not yet progressed – hold over.
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	PRINCIPAL UPDATE: <u>Proposed Strategic Directions</u> - A copy of the proposed Strategic Directions was tabled. - The current plan has not been revised since 2021. The new draft reflects a renewed focus on Catholic identity, Zenadth Kes culture, and community engagement. - The mission statement is being rewritten to honour Mary and the school’s founding intent, with emphasis on cultural wisdom, inclusion, and Gospel values. - Minor edits proposed for the vision statement to better reflect ambition and alignment with strategic priorities. The word “offer” was flagged as inconsistent with intent. - The plan is structured around four priorities: - Flourishing Wellbeing – embedding Catholic values, Zenadth Kes cultural practices, and student voice. - Excellence in Learning – targeted literacy and numeracy programs, culturally responsive teaching, and digital literacy. - Connected Community – strengthening partnerships with families, elders, and cultural leaders. - Sustainable Stewardship – ensuring financial sustainability, cultural competency, and environmental responsibility.														



	- The plan concludes in 2028 rather than 2030 to allow flexibility following the school's scheduled review in 2026. - Reviewed by Father Michael and the ILO to ensure First Nations perspectives are embedded. <u>Curriculum & Inclusion</u> - Literacy focus continues, with plans to shift emphasis toward numeracy for senior students and literacy for juniors. - Alex queried whether changes involve a new program or adjustments to existing ones. Implementation will begin at lower grades to avoid disruption. - Discussion on NCCD gaps, particularly affecting Hammond Island students. The transition program aims to ensure no child is left behind. <u>Staffing</u> - One permanent teaching position is currently being advertised.
	P&F FUNDRAISING PLANNING <u>Wongai Ball 2026</u> - Proposed for Term 1, 2026 (late Term 1 or early Term 2). - Planning to commence in Term 4, 2025. - Early caterer enquiries underway. - Theme ideas to be considered. - Advance planning is needed if current committee remains in place. <u>Other P&F Fundraising Events</u> - No confirmed fundraiser for Term 4. - Potential bingo event suggested for late Term 4. - Fan fundraiser discussed; Kyle suggested as a supplier. Jess R and Alex to follow up. - David to draft communications for families requesting voluntary donations (\$30–\$50) to support fundraising efforts
	GENERAL AND OTHER BUSINESS: Funding round: Playground fundraiser - won't include in future grant funding Propose wall for climbing things. Not enough space for different age group playground.
	NEXT MEETING: Term 4, Week 3 (23 October) 3:15-4:30pm The Hub. Meeting Closed 3:59pm

Outstanding Actions Items close of meeting:

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Develop 2-3 specific student awards/bursaries for presentation at the end-of-year awards ceremony.	All P&F	
Explore option of competition for P&F logo design	Alex Thomas.	
Follow up on fan installation/fundraiser, potential installer suggested.	Alex, Jess R	
Draft family donation communication	David	