



# Our Lady of the Sacred Heart School P&F P&F MINUTES

**Thursday 8<sup>th</sup> February 2024      3:15- 4:20**

<b>Attendees</b>	Katrina Coates, Cherie Cefai, Sallyella Sloss, Alex Thomas, Mat Williams, Sarah Sparrow, Tehneel Currin, Alex Peacocke, Nithisha Goudt, Elise Mckee, Jess Jeffrey, Lenora Phillips, Katherine Robinson, Grace Heathcote, David Graham, Sallyella Sloss
<b>Apologies</b>	Majella Lynch-Harlow

ITEM	DISCUSSED	ACTIONS
1. Opening Prayer	Katrina opened in prayer	
2. Introductions of attendees	Introductions	<ul style="list-style-type: none"> <li>New members to try to add to the P&amp;F Facebook group</li> <li>Katrina to add who she can from the attendee list</li> </ul>
3. Last meeting Minutes received	Members acknowledged that minutes were received and correct	
4. Business arising from last meeting	<p><u>Fairy Floss Machine update.</u></p> <ul style="list-style-type: none"> <li>Last year it needed to be looked at by parent electrician</li> <li>David unaware of the update</li> </ul> <p><u>Parent communication method survey update</u></p> <ul style="list-style-type: none"> <li>Last year Karen Zabel sent executive members a survey for feedback that was to be sent out to all parents. The survey did not go out to all parents.</li> <li>David communicated these decisions were made as a school:               <ul style="list-style-type: none"> <li>Twice a term newsletter to celebrate things rather than inform of upcoming events</li> <li>Seesaw will be the main platform for communication with parents</li> </ul> </li> </ul>	<p>Majella to give Fairy Floss machine update next meeting</p> <p>David to follow up if survey is going out to all parents</p>

	<ul style="list-style-type: none"><li>○ Information on Facebook should be information that has already been sent on Seesaw.</li></ul> <p><u>Letter to Diocese re: Junior Secondary possibilities</u></p> <ul style="list-style-type: none"><li>● Early in 2023 Jess Roberts and Sallyella Sloss sent a request to Diocese to start dialogue about junior secondary possibilities at Sacred Heart. They had no response all year.</li><li>● David said he followed up with Lee Martin and had no response. He will follow up again.</li></ul> <p><u>Items still to buy in 2024 endorsed by P&amp;F in 2023</u></p> <ul style="list-style-type: none"><li>● Water coolers</li><li>● Fairy lights</li><li>● gazebos</li></ul>	<p>David to follow up with Lee Martin</p> <p>Katrina to follow up with ordering</p>
<p>5. Principal Update</p>	<p>David on behalf of Majella:</p> <ul style="list-style-type: none"><li>● Majella will receive a Building update tomorrow as she attends a meeting in Cairns</li><li>● Majella offered the suggestion of an evening AGM with disco</li><li>● Minimal staff and student turnover in 2024</li></ul> <p>From Questions:</p> <ul style="list-style-type: none"><li>● 146 enrolments across 2 campuses</li><li>● Hub being used- it has changed from the initial plan due to students who have left. Hub will be used for gifted and talented as well as students not meeting benchmarks.</li></ul>	

<p>6. AGM</p>	<p>Decision to be made as to an afternoon or night AGM in Week 7</p> <ul style="list-style-type: none"> <li>• Concerns a night AGM is too late for a school night</li> <li>• Members present happy with the turnout at 3:15 for the first meeting.</li> <li>• Concerns community members might not understand what the P&amp;F is/does</li> </ul> <p>Decision made AGM will be held on: Thursday 7<sup>th</sup> March 3:15pm: Movie and popcorn</p>	<ul style="list-style-type: none"> <li>• David to ask teachers if they could volunteer to supervise movie.</li> <li>• Exec committee to organise popcorn</li> <li>• Cherie to contact Tari to create some information about P&amp;F for social media.</li> </ul>
<p>7. 2024 Events/Fundraising Opportunities</p>	<p>In 2023:</p> <p><b>1 x Disco-</b> sausages, popcorn, glow sticks- raised \$1000. There was an esky with alcohol outside the school, parents who participated enjoyed, however community feedback was received that it was inappropriate. David- doesn't think it is appropriate to have alcohol on site with children on site</p> <p><b>Wongai Ball-</b> In 2023 raised \$13000+. This year we should try to encourage more local community members to attend and help organise. Possibly engage Tari to assist with this.</p> <p><i>2024 Wongai Ball Committee so far:</i> Katrina Alex Thomas Sarah</p> <p><i>Possible Trivia Night Committee</i> Grace Katherine Lenora</p> <p>Tehneel: Fundraising idea: Design shirts and sell</p>	<ul style="list-style-type: none"> <li>• Disco Committee to be formed at AGM and possibly dates set</li> <li>• Wongai Committee to be finalised at AGM</li> <li>• Events to be confirmed for 2024 as we are aware of what Year 6 fundraising committee has planned.</li> </ul>

	Alex: Mary at PKA has said she will donate the hall for fundraiser event- not Wongai	
8. Calendar of events	P&F members went through Alex's list and highlighted dates that we could celebrate/fundraise for.	<ul style="list-style-type: none"> <li>• David to send school calendar to Alex T</li> <li>• Alex T to bring list next meeting with the dates we all would like celebrated/fundraiser</li> </ul>
9. General Business	<ul style="list-style-type: none"> <li>• Year 6 fundraising request- Ms Chi wrote a letter asking for donations or fundraising from the P&amp;F to help Yr 6 camp and graduation. <ul style="list-style-type: none"> <li>▪ Sallyella happy to help with Yr 6 fundraising</li> </ul> </li> <li>• David has asked P&amp;F to earmark 7<sup>th</sup> June- Heart at Play- Feast Day. He would like a P&amp;F involvement in this day.</li> <li>• Sacred Heart do not have a permanent priest- there will be a priest visiting once a month at this stage.</li> </ul>	<p>Year 6 P&amp;F parents to relay to Yr 6 committee that P&amp;F are happy to support. P&amp;F would appreciate a request of an amount for a donation.</p> <p>Cherie to email Ms Chi &amp; Ms Cath a reply.</p>

**Next Meeting Date: AGM 2024 Term 1 March 7<sup>th</sup> 2024**