PARENTS & FRIENDS ASSOCIATION
MINUTES OF MONTHLY MEETING
Held Wednesday 4 August 2010
Staff Room

1. **Welcome**
   K.P. opened the meeting at 7.35pm and welcomed all present.

   1.1. **List of Attendees**
   Kaylene Perisinotto (President), Maree Ott (Vice President), Toni Casey (Treasurer), Shelley Duffy (Secretary), Roycelyn Wilden (Principal), Sheryl Prins.

2. **Opening Prayer**

3. **Apologies**
   Sandy Roesller, Judy Nicolls, Nicole Morrison, Graham Schroeder.

4. **Minutes of Previous Meeting**
   The minutes of the last monthly meeting held 9 June 2010 were circulated prior to the meeting.
   Moved by Toni Casey that the minutes be accepted as a true record of the meeting.

4.1 **Business Arising from the Minutes**
   4.1.1 Building works are close to completion, with the top oval still a few weeks away
   4.1.2 Spellathon to take place this Friday August 6

5. **Principals Report**
   See Attached

6. **Presidents Report**
   K.P. thanked M.O. for managing so well in her absence, commenting that it is wonderful to return to a steady ship where everything is organised and in order.

   K.P. advised that herself and Toni Casey had compiled a policy regarding tuckshop and uniform ordering which was discussed by all present. It was agreed it should be dispursed to the P & F body for comment prior to the policy being passed.
   S.D. will distribute draft policy to parent P & F body for further input and comments.

7. **Treasurers Report**
   See Attached.
   The current cash available is $70,434.10 split
Operating Account  40,784.45
On Call Account  23,104.62
Cash on Hand                      100.00

T.C. advised that a mobile EFT facility is now becoming more appealing in terms of cost. We have already spent approx $580.00 on merchant fees – this will be reduced with mobile EFT. The committee identified a number of areas where a mobile EFT facility could be used (Enchanted Evening, uniform shop, raffle ticket sales etc). T.C. advised that the costs of this facility lessen with more use.

K.P. asked T.C. to pursue transfer from manual credit card transactions to mobile EFT.

K.P. asked that it be recorded in the minutes the generosity of Councillor Peter Matic in providing $1500 towards our Enchanted Evening as part of the Lord Mayors Suburban Initiative.

Special Presentation – Jill Wilson (Librarian)

Master Plan for Interactive Whiteboards

Jill Wilson was asked by the P & F body to come to discuss the ongoing rollout of the Interactive Whiteboards which is being largely funded by the P & F.

Jill advised that Australia is just starting to join the trend of placing interactive whiteboards in classrooms. Currently, approximately 70% of UK schools have IWB’s, whilst there is only approximately 20% of Australian classrooms equipped with IWB’s.

Jill reinforced that it is imperative that we immerse our children within this digital era and give them the education and the tools they need to become responsible DIGITAL CITIZENS.

The rollout at St Ignatius school has been spread across the grades to make it as equitable as possible. Currently, every year, barring Year 5, has a share of an interactive whiteboard.

The rollout has been limited by finances as well as the joinery in the old part of the school buildings, which has made it difficult to fit IWB’s in some areas.

Jill advised she has tried to invest in good technology rather than having every classroom fitted with a cheaper model. As well, the professional development of staff is ESSENTIAL, and Jill sees her role as mentoring teachers to empower them to become confident users of the technology.

There are 5 whiteboards left to gift, and a decision was made by those in attendance to gift a further 2 IWB’s NOW, with 3 remaining to be purchased.

K.P. proposed that we write a cheque for 2 IWB’s with a proviso that a 3rd may be gifted if the joinery allows. This was agreed unanimously.

Roycelyn Wilden proposed a vote of thanks to Jill Wilson for her support of the technology and library resources, and for ‘keeping the dream alive’.

8. Correspondence Report
CORRESPONDENCE INWARD
a. Thank you letter from Gayle Sheehy (Retiring Art Teacher)
b. Thank you letter from Life Education Centre Foundation Qld Inc for P & F support of Life education Van at the school.
c. Various fundraising and promotional material
d. Thank you letter from Little Kings Movement re: monetary donation from Easter Raffle

CORRESPONDENCE OUTWARD

e. May notice of meeting
f. Minutes of March Meeting
g. Goldicott Thank you letters and certificates to sponsors, families and businesses who donated in some way to the success of our major fundraiser.
h. Certificates and thank you letters to donators of goods for Mothers Day Stall.

9. Fundraising and Social Calendar

* Easter for Everyone Over $1000.00 raised and donated to Little Kings Movement.

* Mothers Day Stall Special mention to Nicole Morrison for her efforts to buy and package so many gifts in such a thoughtful and professional manner. Thank you also to the many families who donated towards the stall.

* Sausage Sizzles Nicole Harris and her team of helpers have contributed towards the success of the sausage sizzles and will be continued until the tuckshop is up and running again.

* School Disco Contrary to previous estimates, it is thought the school hall may not be available now for the disco on July 23. M.O. will discuss further with Patrice McKay.

* R.W. and M.O. will consider how we may incorporate a ‘Childrens Art Sale’ into the Art Show and Sunset Serenade evening.

10. General Business

10.1 Tax Audit Thank you to Chahab Manchadi for auditing of P & F accounts and to Sandy Roessler for organising.

10.2 Future Tax Auditing

T.C. advised that she has been approached to audit St Sebastians School P & F Accounts in exchange for their Treasurer auditing of our P & F Accounts. T.C. to discuss with Sandy Roessler.

10.3 School Magazine

No volunteers yet for the school magazine. S.D. to contact Patrice McKay re: Role Description for co-ordinator of school magazine for 2011.

10.4 Uniform Shop Convenor

Veronica Underhill has commenced full time employment and we will therefore require a new convenor. M.O. will place an extra advert in the school newsletter re: same.
11. Date of Next Meeting
The next meeting will be held on Wednesday 9 June 2010 from 7pm.

Close of Meeting
There being no further business, the meeting was closed by MO at 9.30pm