1. **Meeting Opened** 7.10pm

2. **Attendance**
   - Aurelia Cooper
   - Robert Nicholas
   - Melissa Venema
   - Ruth Charles
   - Greg Green
   - Peta Yukich
   - Agnieszka Cichocki
   - Kristy Scarfone
   - Naomi Byrne
   - Marie Limb

3. **Apologies.**
   - Natalie D’Addario
   - Linda Cathcart
   - Sarah Bowell

4. **Previous Meeting Minutes**
   The minutes from the previous meeting held on 1st April 2014 were read and accepted as a true and accurate record of events of that meeting.

   *Minutes were accepted by:* Melissa Venema
   *Seconded and passed by:* Naomi Byrnes

5. **Business Arising from Previous Meeting**
   - Rob Still looking into buying an extension cord
   - Rob to still investigate the Bingo Night idea.
   - Greg had Boris purchase 4 new tables and we are obtaining a quote at the moment for the old damaged tables to be repaired.
   - Mulch on the grounds next to the church. Greg will look into having Boris use what is needed for the school and it was also suggested that we put an advert in the newsletter for the school community to take ‘Free Mulch’.
   - **Mother’s Day Morning Tea**
     - Attendance was good and the food was of a high quality. Some parents have said they couldn’t hear the announcement made by a student about morning tea after mass in the church quite a few didn’t stay after mass for morning tea.
     - Chocolate flowers were well received. Could probably order 20 or so less next year.
     - Probably over catered with the food. We had a fraction too many scones and sandwiches, may need to decrease numbers slightly for next year.
     - A big Thank you to all who helped with set up, during the mass and serving. A special thanks to Naomi for ordering the food. Thank you to Natalie, Kristy, Aurelia, Lynda and Sam for help before and after. Thank you also to some of the other non P & F mums who also helped out and of course to anyone else who we have missed.
     - We have excess OJ. It is long life and has a long expiry so we can use this for Father’s Day breakfast in September.
     - Maybe we should think about purchasing less milk and perhaps have some long life in store for emergency supplies.

6. **Incoming Correspondence**
   Fundraising Material

7. **Outgoing Correspondence**
   Rob sent a letter to the P & F Federation naming the committee members, Rob advised them of our names and positions but put his own email address as a contact for our committee.
8. **Financial Report**

Westpac Master cheque account  $ 8,266.87
Petty cash  $ 175.00
Westpac Term Deposit #1  $ 6,028.57

**TOTAL FUNDS**  $14,470.44

*Financial Report was accepted by:* Peta Yukich  
*Seconded and passed by:* Ruth Charles

9. **Principal’s Report**

1. **CAPITAL DEVELOPMENT PLAN**

The renovation and construction in our new Learning Resource Centre has commenced. This project will see the addition of a resource room enabling curriculum resources to be centralised. Our school Counsellor Di Verson will have a new area to work with students and parents and to coordinate the Kids Matter Programme. The interior of the existing library will be refurbished to increase its information technology capacity.

2. **PUPIL FREE DAY – MONDAY 28 APRIL**

The teaching staff in Kindergarten, Pre-Primary, and Year 1 & 2 attended an in-service on the National Quality Standard, which is a national benchmark for early childhood education in Australia. The teaching staff in Years 3-6 worked on literacy strategies. Sheena Cameron’s curriculum text “Teaching Reading Comprehension Strategies” was a main reference. Sheena Cameron’s work has a paramount place in curriculum development.

3. **UNDERCOVER AREA**

The P&F sponsored new undercover area is completed and is a great addition to the school.

4. **NAPLAN**

In week 3, students in Years 3 and 5 will be involved in the National Assessment Programme Literacy and Numeracy (NAPLAN) that will take place across all Australian Schools.

5. **KINDERGARTEN INTERVIEWS**

Kindergarten interviews commenced this term and will be held over the next eight weeks.

6. **PARENT INFORMATION EVENING**

First Communion parent information evening was run on Tuesday 6 May 2014 at 7pm. Guest speaker Steve Gibson delivered a very good workshop on the history and daily relevance on the Eucharist in the lives of people.

7. **MOTHER’S DAY MASS**

The Mother’s Day school mass was held on Friday 9 May 2014. The morning tea was beautifully prepared and well attended.

8. **PLAY POD**

A pergola will be built to the side and front of the Play Pod, it will also be paved and painted to provide a great area for the children to play.
The total cost for this project is $6,500, the school is asking for approximately $4,000 from the P & F to cover part of the costs for this new area. We will table this request until the next meeting so that Melissa can confirm the budget for this and for Natalie to be present to be included in making the decision.

10. **New Business**

Entertainment Books – 14 copies sold and 3 copies of digital copies sold. Tell everyone they are now on sale in the office.

11. **Next Meeting:** Tuesday 10th June 2014

12. **Meeting Closed:** 7.45pm

Signed President: ______________________  Signed Secretary: ______________________