St Anthony’s Primary School – Greenmount  
P & F Minutes of Meeting  
Tuesday 2nd June 2015

1. **Meeting Opened**  7.05pm

2. **Attendance**
   - Samantha de Guzman
   - Aurelia Cooper
   - Greg Green
   - Peta Yukich
   - Kate Price
   - Lynda Cathcart
   - Natalie D’Addario
   - Kristy Scarfone
   - Naomi Byrnes
   - Rob Nicholas
   - Russell Wells
   - Carlyn Dyer

3. **Apologies.**
   - Ruth Charles

4. **Previous Meeting Minutes**
The minutes from the previous meeting held on 5th May 2015 were read and accepted as a true and accurate record of events of that meeting.

   **Minutes were accepted by:** Natalie D'Addario  
   **Seconded and passed by:** Kristy Scarfone

5. **Business Arising from Previous Meeting**
   - **Musical Furniture** – Rob has been in contact with Kim Bowman and gong drums are currently being manufactured. Approximately only 6 weeks away from arrival.  
     **Action:** Sam to check progress with Zac (landscaper)
   - **School Services Directory** – Letter to be sent out to all families (Sam).  
     **Action:** Sam - ongoing.
   - **Movie Night** – was a great success and very profitable. Ideas for next time:
     - No popcorn
     - P&F make up little lolly bags instead of BYO
     - Split movie night – have a junior primary one and senior primary one for selection of movie and also start time
   - **Bingo Night / Gaming Night** - 18th/19th September 2015  
     **Action:** Ongoing
   - **Christmas Concert DVD** – Kate has asked that a small note be placed within the newsletter as to whether there are any graphic artists within the school community that may be able to lend a hand for the DVD cover  
     **Action:** Aurelia to place note in upcoming newsletter
   - **Parish Carpark Signage** – Aurelia is liaising with Murray Bogunovich in regards to the carpark signage.  
     **Action:** Aurelia - ongoing.
   - **Mother’s Day Morning Tea** – great morning was had. Noted that no additional types of coffee need to be made next year
   - **Walkathon** – competition for prizes closes this coming Friday 5th June. Rob to come in and count and collect monies. Prize winners determined and prizes to be handed out next assembly Thursday 18th June.

6. **Incoming Correspondence**  
   - Westpac Statements

7. **Outgoing Correspondence**  
   - None.
8. **Financial Report**

Changes to financial report were from Movie Night income ($2,045) along with following expenses – movie night ($337.93) and mother’s day morning tea ($603.90)

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Westpac Master Cheque account</td>
<td>$7,997.27</td>
</tr>
<tr>
<td>Petty cash</td>
<td>$29.25</td>
</tr>
<tr>
<td>Westpac Term Deposit #1</td>
<td>$6,077.71</td>
</tr>
<tr>
<td>Money to be banked</td>
<td>$670.00</td>
</tr>
<tr>
<td><strong>TOTAL FUNDS</strong></td>
<td><strong>$14,774.23</strong></td>
</tr>
</tbody>
</table>

*Financial Report was accepted by:* Lynda Cathcart  
*Seconded and passed by:* Naomi Byrne

9. **Principal’s Report**

- Lifelink Day – Wednesday 3rd June each child can sponsor a link with each class making a ‘chain link’ with the whole school linking their chains.  
- First Holy Communion – Sunday 7th June at 11am  
- Ipad Information Evening – Wednesday 10th June at 7PM (LRC)  
- St Anthony’s Feast Day – activities planned throughout the week beginning Monday 8th June 2015  
- Salaka Drumming Incursion – an interactive session for PP to year 6 on Wednesday 17th June 2015

10. **New Business**

- **St Anthony’s Strategic Plan** – Carlyn Dyer from CEO took the committee through why CEO were now getting each school to develop their own strategic plan and the pathway that it would follow. The strategic plan envisions goals set for the school and takes into account the schools vision statement, SRC reviews and allows staff, board members and P&F committee members to be a part of the document formulation. CEO determined that approximately 80% of schools would require assistance with the formulation of a SP hence have appointed consultants for this assistance. The SP should be put in place for 3 – 5 years and items from the SP would be pulled out to create the annual plan (which includes teacher qualifications, NAPLAN, school attendance, etc).

  Carlyn also went through the Quality Catholic Schools Framework and the committee then completed a SWOT (strength, weaknesses, Opportunity, Threats) analysis of the four aspects of the framework:  
  - Learning – children  
  - Engagement – community  
  - Accountability – financial responsibility / capital works  
  - Discipleship – how to provide struggling children / families with support (faith)

  The planning group will then look at the SWOT analyses provided and formulate the strategic plan which will also include measurable outcomes.

11. **Next Meeting:** Tuesday 4th August 2015 at 7PM

12. **Meeting Closed:** 8:10pm