



**MINUTES OF THE MEETING OF THE ST DENIS PARENTS
AND FRIENDS ASSOCIATION ON TUESDAY 8th FEBRUARY 2022**

1 Opening

The first Teams online meeting for 2022 was opened at 7:00pm by Alex Garcés with an Acknowledgement of Country, as detailed below, and followed by a prayer by the school's Principal Mr. Justin Touhy:

a) Acknowledgement of Country

'I begin today by acknowledging the Wadjuk people of the Noongar nation, Traditional Custodians of the land on which we meet today and pay my respects to their Elders past and present. I extend that respect to Aboriginal and Torres Strait Islander people here today.'

b) Prayer

Heavenly Father,

We come to you this evening asking for your guidance, wisdom and support as we begin this meeting. Help us engage in meaningful discussion; allow us to grow closer as a group and nurture the bonds of community.

Come be with us, inspire us and lead us in our time together.

We are this in Jesus' name.

Amen

2 Attendance

Justin Tuohy (School Principal), Alex Garcés (President), Simone Colreavy (Treasurer), Richard Troughton (Vice President), Justine Richelieu, Stephanie Rowland, Vanja Nesic, Christine Conditorio, Rebecca Timkov, Meghann Walsh, Milena Kovac, Kristy Aylmore, Vanessa Lyon, Gloria Osorio, Nicole Omedei, Jacinta Overman, Belinda Lush, Angela Duncan, Kristina Mann, Chantelle Van Bronswijk, Debora Murray, Suzanne White, Amy Trott, Suzanne ??

A quorum was present, invitations were sent on Teams to several "unknown users" during the and their name not recorded in the Teams attendee/chat list. (A large Quorum and 3 executive positions were present).

3 Confirmation of minutes from previous meeting

3.1 19th October 2021

That the minutes from the meeting held on Tuesday 19th October 2021 be accepted as a true and correct record of proceedings.

Moved: Alex Garcés

Seconded: Justin Tuohy

No objections, motion carried

4 Board Representative's Report

The P&F start of the Year 2022 has been affected once again by COVID restrictions.

P&F Secretary position still available for nomination.

5 Principal's Report – September

Academic Performance/Quality Staff:

- New staff: Social Worker - Ms. Donia Clews, Year 5 Teacher and Assistant Principal - Mrs Casey Bakunowicz, Year 2 Teacher - Miss Grace Giglia-Smith, Music Teacher – Mrs. Cathy Cotton and Educational Assistant – Mrs. Lisa Cooley.
- Staff Wellbeing PD
- 1st Aid refresher – PD
- Staff update students at academic, social/emotional & health risk
- This year we will continue with our Staff Development Plan. The plan takes in to account Australian Institute for Teaching and School Leadership (AITSL) requirements as well school-based requirement (planning, programming, teaching and assessment). Staff are required to work with a member of the Leadership Team and set SMART (Specific, Measurable, Agreed upon, Realistic & Timed) goals.
- Upcoming PLC's – Continuity of Learning Plan

Students, Staff & Families:

- Uniform Shop – issues with some stocked items
- Paul Litherland Workshop – Year 4 -6 (Internet Awareness) – Thursday 17 March
- Intra-School Swimming Carnival – Friday 18 March
- Sacred Saints – Cricket – Friday 25 March
- Parent/Teacher Interviews – Wednesday 30 and Thursday 31 March

Financial Stability, Facilities & Governance:

- Student numbers
- Kindy Interviews
- Maintenance jobs school holidays:
 - o Undercover Area upgrade
 - o aeration and top dressing of school ovals,
 - o servicing of fire extinguishers and air conditioners,
 - o playground work (topping up of mulch and sand),
 - o audit of all rooms – air ventilation,
 - o precautionary removal of tree limbs to maintain safety

Living the Gospel:

- Family Mass – Kindy & Year 3 – Saturday 26 February @6.30pm - cancelled
- Ash Wednesday Prayer Service – Wednesday 2 March
- Students will be raising funds this Lenten period for Caritas Australia through their annual Project Compassion appeal.
- Commitment Mass (Eucharist) Year 4 Saturday 12 March (6.30pm) or Sunday 13 March (9.00am) – cancelled.

6 General Business

- Teams meeting format will be made available at all 2022 P&F meetings. Including meetings held at the school hall and allowing the broader community to attend virtually when physical attendance is not possible.
- Approval received from all attending to allow Class Representatives' email details to be shared amongst All

attending.

- Justin Tuohy will continue to work with Teachers to finalise the wish list items. The P&F will contribute funds for the procurement of these items.
- *After meeting:* The Pre-Kindy Class now has a Class representative in Annalisa Rustici Annalisa.Rustici@gmail.com - Welcome Annalisa!
- Suzanne White (*The Professional Team*) - indicated \$500 was being donated to the P&F (referral to their business). Anyone that refers someone to *The Professionals – The Kelly Team* will result in a \$500 donation to St Denis.

Upcoming events

- P&F Welcome Sundowner to be hosted on the 19th of February has been postponed until further notice due to COVID restrictions
 - Chantelle Van Brunswick voiced the idea of hosting a talent/basking corner during the P&F Sundowner. The idea was well received by All. Sundowner organising committee to discuss details with Chantelle about how to include this in the Sundowner program.
- Kristinna Mann to coordinate the P&F Movie Afternoon in 2022.
- Federal Election tipped to occur in May. Cake Stall and Sausage Sizzle might not be possible to be organised given COVID restrictions, however this to be confirmed closer to the election.
- Kristy Aylmore to coordinate Woolworths Earn and Learn or a similar program for the Year 2022
- *After meeting* - Nicole Omedei has indicated Year 3's class would like to organise the Bunnings Sausage Sizzle and an event swap has occurred for the Y4 class to coordinate the School DISCO instead. Also, and given the reduced results for the Sausage Sizzle last year, the event this year will be swapped with a Raffle or staffed stall hosted at the Dog Swamp shopping centre. Nicole Omedei and the Year 3 class are coordinating this effort.
- St. Denis Footy Tipping competition using the ESPN Footy Tips app will run again this year coordinated by Mike Steber. First round on the 16th March. Details to be shared by Justin through the school formal communications (Email sent 9th February- see Annex 1)
- Gloria Osorio indicated her parents run a catering business specialising in Italian food. She suggested a fundraiser selling frozen meals. Much like what happen in previous years with Golden Ravioli.
- Richard Troughton to coordinate a Parent social night (~Sat 5th November) at the Pirate bar or other venue.
- Class representatives ran through a list of events for 2022 and their assignments. Social events at the school grounds (Father's Day Breakfast, Mother's Day Breakfast, etc. To be evaluated closer to their respective dates and pending COVID restrictions)

7 Treasurer's Report

Simone Colreavy

Summary:

In 2021 the P&F started the year with just over \$18,000 in the bank account. We were very fortunate that the P&F were able to host several fundraising events throughout the year including the Twilight picnic, Election stall, Obstacle-Athon and Bunning's sausage sizzle. Due to the great work of the P&F, teachers, students and families we are able to start the 2022 year off with approximately \$17,0000 in the bank account.

Plan for 2022:

We are unsure what impact Covid-19 will have in WA over the next few months or if school events will occur this year therefore, I have not included any income from fundraising events at this stage. As we are in the lucky position to start the year with a strong bank account and will continue to receive income during the year from the P&F Levy the P&F will continue to make the annual donations for school camps, graduation and the teachers wish list items. As detailed below based on these estimates we should still be able to end the year with a positive bank account.

Opening bank balance as at 31.12.2021

17,099.99

Income		
P&F Levy	10,000.00	
	27,099.99	27,099.99
Expenses		
Annual Donations to St. Denis	5,000.00	
Year 5 Camp	500.00	
Year 6 Camp	500.00	
Year 6 Graduation	250.00	
Teachers Wish list	15,000.00	
	21,250.00	21,250.00
Projected Closing Balance December 2022		5849.00
<i>All figures listed in Australian Dollars</i>		

8 Close

The meeting was closed at 8:00pm by thanking All attendees for their active participation during the meeting.

Next Meeting:

Time: 7:00 pm

Date: Tuesday the 8th March

Venue: Teams meeting

https://teams.microsoft.com/l/meetup-join/19:meeting_ODU1OGFhMDAtZGVkMS00ZmI3LTkxNTMtZjY1NGI1MGNhZjY5@thread.v2/0?context=%7B%22Ti d%22:%22c5852f23-3633-4f29-b386-51da53e35e23%22,%22Oid%22:%22f9d9b0f5-95a6-475e-b789-c8a305b2ca87%22%7D

Items can be added to the agenda via pandf_stdenis@cewa.edu.au.



A message from St Denis School

St Denis Footy Tipping Competition: The St Denis Footy Tipping Comp is on again this year using the ESPN Footy Tips app with the 1st round starting on Wednesday 16 March. Registrations need to be received by Monday 14 March 5.00pm.

This is a fantastic fundraiser for the school so get your entry in ASAP.

Cost will be \$50 entry, with \$25 from every entry going to the P&F and \$25 going into the prize pool.

The prize pool for the comp will be split up with about 60% of prize pool going to the winner, 30% to 2nd and 10% to 3rd. Similar to last year there will also be 3 rounds whereby the winner of the round can pick up \$50 to make things interesting.

Payment can be made via direct debit to:

Account name: St Denis P and F

BSB: 036044

Account Number: 280643

Reference: Tipping <surname>

Please email Mike Steber (mike_steber@hotmail.com) a screen shot of the transaction receipt, and he will send out the ESPN Footy Tips link.

If you have any family or friends who are interested, then please feel free to pass on Mike's email address. Let's hope for an uninterrupted and complete 23 rounds this year!

Thanks

This message was sent to alex.m.garces@gmail.com from SEQTA Teach. If you believe you received this email in error, or if you have any queries, please contact St Denis School.

For more information on SEQTA, visit www.seqta.com.au.

Annex – 2 St Denis P&F – Profit and Loss Budget Vs. Actual

	<u>Jan - Dec 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Income from St Denis P & F Levy			
St Denis P & F Levy Collection	9,800.00	12,510.00	-2,710.00
Total Income from St Denis P & F Levy	9,800.00	12,510.00	-2,710.00
OTHER REVENUE			
Bank Interest Received	0.00	24.00	-24.00
Commissions Received			
Commonwealth Bank School Bank	220.00	500.00	-280.00
Total Commissions Received	220.00	500.00	-280.00
Entertainment Books	374.00	660.00	-286.00
Total OTHER REVENUE	594.00	1,184.00	-590.00
INCOME FROM FUNDRAISING EVENTS			
Bingo Night			
Bingo Revenue	0.00	1,300.00	-1,300.00
Expenses	0.00	-100.00	100.00
Total Bingo Night	0.00	1,200.00	-1,200.00
Bunnings Sge Sizzle			
Sausage Sizzle Sales	1,457.85	1,500.00	-42.15
Expense	-891.10	-500.00	-391.10
Total Bunnings Sge Sizzle	566.75	1,000.00	-433.25
Disco Night			
Revenue	1,717.55	1,500.00	217.55
Expenses	-726.91	-500.00	-226.91
Total Disco Night	990.64	1,000.00	-9.36
Election Day Events			
Election Day Cake & BBQ Stall			
Sales			
Barbeque	1,301.70	1,500.00	-198.30
Cake Stall	2,648.00	1,500.00	1,148.00
Total Sales	3,949.70	3,000.00	949.70
Expenses	-88.50	-100.00	11.50
Total Election Day Cake & BBQ Stall	3,861.20	2,900.00	961.20
Total Election Day Events	3,861.20	2,900.00	961.20
Footy Tipping			
Donation for Prize	650.00	500.00	150.00
Subscriptions	2,050.00	2,800.00	-750.00
Prize Payout	-1,350.00	-1,825.00	475.00
Total Footy Tipping	1,350.00	1,475.00	-125.00
Movie Afternoon			
Ticket Sales	0.00	3,500.00	-3,500.00
Cost of Movie Tickets	0.00	-1,700.00	1,700.00
Total Movie Afternoon	0.00	1,800.00	-1,800.00

Spring Plant Fundraiser			
Revenue	0.00	500.00	-500.00
Total Spring Plant Fundraiser	0.00	500.00	-500.00
Twilight Picnic			
Sales	3,363.95	3,100.00	263.95
Expenses			
Equip Hire	-670.91	-800.00	129.09
Total Expenses	-670.91	-800.00	129.09
Total Twilight Picnic	2,693.04	2,300.00	393.04
Total INCOME FROM FUNDRAISING EVENTS	9,461.63	12,175.00	-2,713.37
Total Income	19,855.63	25,869.00	-6,013.37
Gross Profit	19,855.63	25,869.00	-6,013.37
Expense			
FUNCTION EXPENSES			
Father's Day Expenses	697.03	500.00	197.03
Mothers Day			
Food Costs	515.00	500.00	15.00
Total Mothers Day	515.00	500.00	15.00
Teacher Appreciation Day	0.00	400.00	-400.00
Total FUNCTION EXPENSES	1,212.03	1,400.00	-187.97
ADMINISTRATIVE EXPENSES			
EFTPOS Machine Transaction Fee	285.51	272.76	12.75
Meeting Expenses	371.20	350.00	21.20
Subscriptions			
Parents & Friends Fed of WA	877.80	862.40	15.40
Total Subscriptions	877.80	862.40	15.40
Total ADMINISTRATIVE EXPENSES	1,534.51	1,485.16	49.35
Total Expense	2,746.54	2,885.16	-138.62
Net Ordinary Income	17,109.09	22,983.84	-5,874.75
Other Income/Expense			
Other Expense			
CONTRIBUTIONS by P& F			
School Board Contrib,Camps,Grad			
Annual Contribution to School	5,000.00	5,000.00	0.00
Year 6 Camp	500.00	500.00	0.00
Year 6 Graduation	250.00	250.00	0.00
Year 5 Camp	500.00	500.00	0.00
Total School Board Contrib,Camps,Grad	6,250.00	6,250.00	0.00
Total CONTRIBUTIONS by P& F	6,250.00	6,250.00	0.00
Total Other Expense	6,250.00	6,250.00	0.00
Net Other Income	-6,250.00	-6,250.00	0.00

Net Income	<u>10,859.09</u>	<u>16,733.84</u>	<u>-5,874.75</u>
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