**ST BERNARDINE’S CATHOLIC SCHOOL**

**PARENTS & FRIENDS ASSOCATION**

**MINUTES OF MEETING**

Tuesday 9th August, 2016

**Attendees:** Julie Lawson, Nick Gallen, Denita Castley, Stacey Davis, Lisa O’Shea, Mischa Hawker, Jo Leitch & Brad Eastall.

**Apologies:** Annette Darlington, Isaac Naughton, Darren Hutchison, & Kate Thomas.

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Meeting opened in the new Library at 7:08 pm by – Nick Gallen

**Cherie Dalley:**  No apology given yet she may be away on Councilbusiness.

**Minutes from previous meeting are accepted as a true and accurate record.**

Moved: Stacey Davis

Seconded: Jo Leitch

**Business arising from minutes**

* Bubblers Installed.
* Slab to be filled and set in the next fortnight.
* Fans to be installed in next fortnight.

**Principals report – By Nick Gallen**

* A number of things happening, e.g. confirmation, book week, excursions, review & response meetings with teachers discussing planning and diverse needs of children. Implementation of the curriculum based around Pedagogy and as parents the teachers are putting in a lot of work to create learning opportunities for kids.
* 3rd term, reviewing practices with reflective teaching and education continues. Recognition for our teachers given.

**Correspondence**

* Thank you from Nora Leota. Israel in Qld team for AFL & age championships in Districts.

**Treasurers Report –**

* + Main income from Uniform shop, with $100 remaining from Mothers’ day stall.

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| **Breakdown of Profit and Loss July 2016** | | | | | | | |  |  |
| **St Bernadine's P&F Association** | | | | | | | |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  | **Uniform Shop** | **Fundraising Levy** | **Social/Stalls** | **Care & Concern** | **Other** | **Total** |  |  |  |
| **Income** | $3,666.50 | $3,033.19 | $104.65 | $0.00 | $25.36 | $6,829.70 |  |  |  |
| **Expenses** | $2,106.92 | $0.00 | $0.00 | $8,904.32 | $56.04 | $11,067.28 |  |  |  |
| **Profit/Loss** | $1,559.58 | $3,033.19 | $104.65 | ($8,904.32) | ($30.68) | **($4,237.58)** |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Balance per Bank Stmt @ 30/6/2016** | **$32,708.85** | **CR** |  |  |  |  |  |  |  |
| **Unpresented Cheques:** |  |  |  |  |  |  |  |  |  |
| Transaction Fees | $ 61.08 |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Total unpresented cheques** | **$61.08** |  |  | $32,708.85 | Beg. July 2016 Cashbook Balance | |  |  |  |
|  |  |  |  | ($4,237.58) | Month Profit/Loss | |  |  |  |
| **Outstanding Deposits:** |  |  |  | $61.08 | Unpresented Cheques |  |  |  |  |
| Interest | $ 24.18 |  |  | $976.18 | Outstanding Deposits |  |  |  |  |
| Eftpos Sales | $ 952.00 |  |  | **$29,386.37** | Bank Balance @ 31 July 2016 | |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Total outstanding deposits** | **$976.18** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **St Bernardine's P&F Association** | | | | | | | | |  |
| **Statement of Receipts July 2016** | | | | | | | | |  |
|  |  |  |  |  |  |  |  |  |  |
| **Receipts** | **Uniform Shop** | **Fundraising Levy** | **Social/Stalls** | **Care & Concern** | **Other** | **Total** | **Date** |  |  |
| Interest |  |  |  |  | $ 25.36 | $ 25.36 | 1/7/16 |  |  |
| Eftpos sales | $ 515.00 |  |  |  |  | $ 515.00 | 13/7/16 |  |  |
| Mothers Day Stall |  |  | $ 104.65 |  |  | $ 104.65 | 13/7/16 |  |  |
| July Levy |  | $ 2,822.19 |  |  |  | $ 2,822.19 | 15/7/16 |  |  |
| Eftpos sales | $ 572.00 |  |  |  |  | $ 572.00 | 16/7/16 |  |  |
| Eftpos sales | $ 98.00 |  |  |  |  | $ 98.00 | 20/7/16 |  |  |
| Cash Sales | $ 220.00 |  |  |  |  | $ 220.00 | 22/7/16 |  |  |
| Eftpos sales | $ 960.00 |  |  |  |  | $ 960.00 | 23/7/16 |  |  |
| Eftpos sales | $ 250.00 |  |  |  |  | $ 250.00 | 27/7/16 |  |  |
| Cash Sales | $ 270.50 |  |  |  |  | $ 270.50 | 29/7/16 |  |  |
| July Levy |  | $ 211.00 |  |  |  | $ 211.00 | 29/7/16 |  |  |
| Eftpos sales | $ 781.00 |  |  |  |  | $ 781.00 | 30/7/16 |  |  |
| **Totals for Month** | **$ 3,666.50** | **$ 3,033.19** | **$ 104.65** | **$ -** | **$ 25.36** | **$ 6,829.70** |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **St Bernardine's P&F Association** | | | | | | | | |  |
| **Statement of Expenditure July 2016** | | | | | | | | |  |
|  |  |  |  |  |  |  |  |  |  |
| **Expenditure** | **Uniform Shop** | **Fundraising Levy** | **Social/Stalls** | **Care & Concern** | **Other** | **Total** | **Chq No.** | **EFT Refer** | **Date** |
| Transaction Fees |  |  |  |  | $ 3.20 | $3.20 |  |  | 1/7/16 |
| Merchant Fees |  |  |  |  | $ 52.84 | $52.84 |  |  | 2/7/16 |
| Nora Leota - Sports Assistance |  |  |  | $340.00 |  | $340.00 | 00000305 |  | 14/7/16 |
| Brisbane Sheds & Garages |  |  |  | $1,990.00 |  | $1,990.00 |  |  | 19/7/16 |
| St Bernardines |  |  |  | $964.76 |  | $964.76 |  |  | 19/7/16 |
| St Bernardines |  |  |  | $5,398.56 |  | $5,398.56 |  |  | 19/7/16 |
| LW Reid | $1,059.00 |  |  |  |  | $1,059.00 |  |  | 31/7/16 |
| Spartan Schoolwear | $464.92 |  |  |  |  | $464.92 |  |  | 31/7/16 |
| Get Smart Schoolwear | $583.00 |  |  |  |  | $583.00 |  |  | 31/7/16 |
| St Bernardines |  |  |  | $211.00 |  | $211.00 |  |  | 31/7/16 |
| **Totals for Month** | **$2,106.92** | **$0.00** | **$0.00** | **$8,904.32** | **$56.04** | **$11,067.28** |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

**Uniform Shop report –**

Monthly Report: Uniform Shop

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Month | Badge | Hats | Socks | Jack | Culottes | Day | Polo | Sports | Zip | Tracksuit | Buttons | Second |
|  |  |  |  | Shirt |  | Shorts | Shirt | Shorts | Jacket | Pants | red/blue | Hand |
| July | 0 | 15 | 53 | 23 | 17 | 12 | 23 | 24 | 17 | 7 | 5 blue | 12 items |
| 2016 |  |  |  |  |  |  |  |  |  |  |  |  |

P & F 9th August 2016

|  |  |  |  |
| --- | --- | --- | --- |
| Month | SCHOOL BAGS | LUNCH BAGS | SCRUNCHIES |
| July | 6 | 1 | 0 ( none in stock) |
| 2016 |  |  |  |

Annette had to change the pricing on the prep packs, we have increased the sale price of the sports shorts since I did the prep pack costings:

3 day pack: $225 med bag $230.00 large bag

5 day pack: $310 med bag $315 large bag

It basically works out that parents are getting their socks for free in the 3 day pack and their hat for free in the 5 day pack. I have emailed a copy of the pack order form to the office staff.

**General business**

* Water Bubblers installed
* Hall fans installed 18th & 19th of August
* Thank you to Lisa Downey & the 13 volunteers for wrapping the Fathers’ Day gifts on Tuesday the 9th of August. Tuesday 30th of August is the Fathers’ Day stall in Siena Hall.
* Dishwasher needed, still the funds are not available entirely from P&F to purchase Dishwasher outright. Denita to talk to Darren to follow up with Scott.
* Brad Eastall to be the DJ for the Disco which is to be held on Friday the 14th of October, 2016.
* Multiple parents not dropping off children correctly and suggestions for a newsletter reminder.
* Disability access safer at staff car park. Ramp need identified in the Master Plan for safer access to the school by pram users / cyclists.
* Sign brightness an issue with drivers at night and the glitches are still being ironed out.
* P&F involvement and volunteer incentive needed.
* P&F looked at to fund a ‘buddy bench’ infrastructure in area 1 and area 3 so peer mediators and teachers can identify and assist the children that are isolated. $398.00 for 2 benches and paint needed.
* Coding needs to be taught in younger years and set of 15 coding kits are $750.00 for younger years and $2250.00 for older students.
* Staff lanyards of $325.00 per system of 100. With 67 staff currently employed and more coming the extra lanyards will not be wasted.
* $6, 000 requested for furniture replacements. Add it to Danita’s wish list to be paid for at a later date.
* Air conditioning still in progress.
* Library book query and Nick suggested that the student input is to be directed to Student Counsellors.

**Meeting Closed:** 7.55 pm

**Next Meeting:** Tuesday 13th September, 2016 at 7pm, in the Library.