



General Meeting
MINUTES

Monday 21st November 2022 - 7:00pm – Mirrabooka Library

Opening Prayer: Father, we ask that you guide us as parents and friends of this School as we seek to support all that is best in its life, now and in the future.

Grant that we together, with all who are involved in the education of our children, pass on Christian standards and values of life that seek to affirm all that we do.

We ask this in the name of Jesus Christ our Lord.

AMEN

1. **Welcome and Apologies** Meeting Chair
 - 1.1. Attendees: Heather Luck, Tali Mayall, Michelle Beor, Jeremy Warnock, Carolyn Rowcliffe, Gwen Buckland, Linda Peet, Peter Hele, Tracey Tsocas, Jason Bartell
 - 1.2. Apologies: Melanie Martin, Joshua Forrester, Joyce Inma, Peta Donaghey, Paula Humpherys, Mags Govender

2. **Review of previous minutes** Meeting Chair

Minutes from previous meeting, 17th October 2022, passed in by Michelle Beor

3. **Actions Arising from General Meeting 17th October 2022** Meeting Chair
 - None

4. **Correspondence** Secretary
 - 4.1. Correspondence In:
 - Thank you email from Justine Radacic & Daniel Lawson regarding the Year 12 Camp Bags
 - 4.2. Correspondence Out:
 - None

5. **Reports**
 - 5.1. **President** Peter Hele

I've just come from the Year 6/Year 7 Info night which was well attended. We had a successful meeting/dinner at the Bassendean Hotel discussing the future direction for the P&F. Further updates will be discussed in general business.

 - 5.2. **Treasurer** Carolyn Rowcliffe

Financial reports were distributed. Mostly expenses for the disco and camp bags.

 - 5.3. **Principal** Jason Bartell

Valedictory events went well, was a lovely send off for the students, thank you for the P&F's contribution to those events. Grandparents Day was well supported at both campuses. Tomorrow, we have tours for the Beechboro parents of the new facilities at Mirrabooka Campus. Year 1, Pre-Primary, Therapy Suites and Staffroom are done, and Kindy should be ready this week. Good to see this quadrant of the build finalised. The main Pre-K, Kindy and Out of School Care building is looking to be completed by mid-next year, along with the Year 9 & 10 building. Secondary student numbers remain about the



same for next year, so we'll continue as we have this year. Primary will remain at three streams for next year. Pasar Milan, our Indonesian Showcase is also happening tomorrow, followed by the opening of the Art Exhibition, so a trifecta of events! Carols on the Green will be held at Beechboro this year, a grand event to farewell the campus. The Australian Math Competition was held recently and we have had great results this year, well done all the students who participated. The Real Top 50 Schools was recently published and JSRACS was placed 35, which shows what we are doing as a school we are doing well, we cater for all children, their passions, and their drive.

5.4. School Council Nothing to report

Michelle Beor

6. General Business

6.1. Year 6 Assembly - Gifts

Photo books are completed and ready to be distributed at the assemblies, at Beechboro tomorrow (Tuesday) and Mirrabooka on Wednesday.

6.2. Carols on the Green

Following on from the discussion at our dinner, quote for 1000 candles for \$1758.99 was obtained from previous supplier and funding approval agreed on by committee members via email. The order was placed and today they have been dispatched from Melbourne, so they should arrive in time for the event. We will need to stick stickers on once they arrive.

6.3. Santa Card Sorting

Monday 5th Dec sorting at both campuses. Beechboro handing out on Tuesday 6th and Mirrabooka on Wednesday 7th Dec. Linda to co-ordinate Mirrabooka and Carolyn at Beechboro. Flyer has gone out at Beechboro, Carolyn to follow up re Mirrabooka. Helpers needed for sorting.

6.4. Presentation Day/Night – P&F Funded Awards

The P&F fund various awards at both the primary and secondary presentation assemblies, this expense forms part of the ongoing commitments the committee agreed on.

6.5. Year 6 T-shirts 2023

Orders and payment are underway now and updated lists have been sent to the teachers so they can follow up those still not ordered, so no students miss out. Bulk order for shirts will be placed with Tara Uniforms before the end of the year and then printing will be completed during the first couple of weeks of term 1.

6.6. Class Contact Lists – 2023

We would like to send out the information regarding the class contact lists at the beginning of the year so they can be prepared and distributed earlier. Liaise with Gail Pieterse, the office admin manager, and she can access the information that was used previously. We will proceed again with the "opt out" option we as we did this year. Carolyn to follow up.

6.7. Admin Christmas/Thankyou Gifts

Gifts for admin staff, Peter to liaise with Gail Pieterse regarding numbers.

6.8. P&F IT/Sharepoint Setup

Storage has been approved, it will be secure and access available to executive members for loading documentation. Option of a SEQTA link for advertising meetings and events, publishing minutes and agendas etc. Jeremy to get underway and ready for the new school year.



6.9. 2023 Term 1 Event – Movie Night or Other Family/Parent Event

Tentative date set for Friday 24th February 2023 for outdoor movie night. Need to start planning now so we're ready to go when school starts. Jeremy to follow up regarding outdoor movie equipment hire.

P&F Christmas Dinner

Reminder our dinner is next Monday at Kingsway Tavern @ 6:30pm. \$10 Secret Santa.

Other Business

Pre-K & Kindy First Day

Tissues/chocolate handout for parents on the first day of school was an idea discussed at our dinner. Tali has kindly donated a number of teddies suitable for the kindy students. Following committee discussion, we propose to handout teddies to the students and provide tissues & chocolates to the parents with an invitation to enjoy a coffee morning at the PAC. Carolyn to follow up with Georga Gratteri.

7. Next General Meeting

Monday 20th February 2023 – 7pm – Mirrabooka Library

Closing Prayer: The Grace of Our Lord Jesus Christ, The Love of God and the fellowship of the Holy Spirit be with us all evermore. Amen