

St Raphael's School Education Board
Tuesday 15 August 2017 at 7pm

Attending: Damian Howard, (Principal)
Jeremy Richards (Chair)
Tracey Pace (Secretary)
Filippa Brugliera (Treasurer)
Fiona Garnham Grants/Funding)
Carol Coloe (Building/Landscaping)
Liliana Varvarigos (Fundraising)
Andy Purdon (IT)
Pauline O'Connor
Franco Costa

1. Apologies: Fr Benneth Osuagwu
Paula Moussa (Marketing)
Sally Di Martino (Fundraising)
Andrew Aquilina (Grants/Funding)

Tonight's meeting started soon after 7pm

2. Minutes of the previous meeting confirmed as accurate by Jeremy and Filippa.

3. School Report (Damian)

- Foundation Induction Night:
 - Very positive feedback from attendees, staff and SEB members in attendance
 - Served as a "welcome" to the school community
 - Year 5 buddies were excellent with their Foundation 2018 friends
 - May look to invite kinder teachers along next year?
 - 48 students enrolled at the moment (based on this and exiting students... may have 292 students in 2018)
- NAPLAN Results
 - Year 3 data was reviewed and available at the time of our meeting
 - Reading, writing, spelling, grammar, punctuation – results were great
 - Numeracy was an issue... return to pre and post testing
- Parent Information Sessions
 - Low turn out
 - Not sure if day-time sessions suit
 - Consider the use of technology... "live" sessions, pre recorded clips, opportunity for questions to be asked before the session
- VSGA – Emma Sbizzirri
 - Looking for ideas around sustainability
- Development of St Raph's Identity/Reputation...
 - Pauline Ciarma and Pauline O'Connor providing input from a marketing perspective
 - Slight changes to school uniform to be phased in over the next 2 years
 - Year 6: Polo shirts and optional hoodies to replace sports jackets
 - Sports uniform – yellow polo shirts
 - Formal uniform
 - navy pants/shorts/socks for boys

- white shirts – boys for winter & summer
 - white shirts – girls for winter
- Year 5/6 School Camp Issue
 - Previously alternated between Camp Rumbug (3 nights – activity based) and Canberra (4 nights – curriculum based)
 - Cost of Canberra trip has become quite excessive and the school simply can't subsidise this.
 - Reluctant to increase the cost of camp given funding pressures elsewhere
 - Damian to explore and liaise with next year's 5/6 parents to explore exciting alternatives.
- 4. Outdoor Learning Space Redevelopment Update (Carol)

Stage 1: Entrance & Breen St Wall – unfortunately the Breen Street wall mural has been postponed – artist no longer available.

Stage 2: Soundgarden – completed by Father's Day Footy Day.

Stage 3: Larger playspace – target 2018+ Budget to be confirmed – in the range of \$110k-\$120k
- 5. Treasurer's Report (Filippa)
 - Official reports attached to these Minutes.
 - Year to date - \$22,969 of fund raising.
 - Current Bank Account Balance: \$14,199.65.
- 6. Grants (Fiona)
 - Lots of applications made but unfortunately no success as yet
 - Leader Grants – encourage everyone to vote! Note – there was an issue with the link provided on Skoolbag app
- 7. Fundraising (Liliana)
 - Comedy Night – postponed to 17th Nov – Paula to help update marketing for new date. Trivia Night to take place in 2018 instead.
 - Father's Day Breakfast/Lunch – 1st Sep
 - Bunnings Sausage Sizzle – 16th Sep
 - Kitchen ideas 2018 – fundraising team to work with Catherine Talarico to develop roster
- 8. IT (Andy)
 - Cyber Safety – date revised – now Weds 8th Nov at 6.30pm
 - Andy needs a list of equipment/education the school requires
 - New website is live
- 9. Other business:
 - Parent School Improvement Survey – Insight SRC – to be distributed to randomly selected families. Need to encourage as many responses as possible as this feeds into the School Improvement Plan and 2018 is the next year of "review".
 - Query clarified around Care Monkey Alert – Working with Children Check. All volunteers will be required to present their Working with Children Check, if you update this info on Care Monkey, the school will have necessary information.

Meeting closed at 9.30 pm

Next meeting: Tuesday, 17th October at 7pm

Final meeting for 2018 – Tuesday, 5th December at 7pm

Treasurer's Report (for SEB meeting on Tuesday 15th August 2017)

Prepared by Filippa Brugliera

A summary of the funds raised is shown below:

EVENT	FUNDS RAISED
Sushi Days (external)	\$1,227
Vintage Car Community Day	\$2,691
Pizza day and Hot Cross buns (external)	\$572
Second hand uniforms	\$251
Kid's Disco	\$1,125
St Raphael's Kitchen (includes soup, pasta, hot dog, hot choc, sausage sizzle days)	\$2,070
Mother's Day Stall and free afternoon tea	\$950
Two boys lunch (external)	\$334
Uniform shop donation	\$10,000
School Building Fund Donations	\$1,850
Entertainment Books-interim	(\$574)
Movie Night-interim	\$1,172
Total raised (2017 -to date)	\$22, 821
Funds used for:	
Landscaping (Breen St entrance)	\$812
Uniform shop donation	\$10,000
Fencing and gate upgrades	\$3,198
School Building Fund	\$1,850
Total to School (2017- to date)	\$15,860

The current bank balance (NAB Account held with Catholic Development Fund) is \$14,199.65

Outgoings from 27th June to 15th August were \$3,481.78

(includes \$3198 still to school account for fencing and \$283 reimbursement for Movie Night expenses)

Incomings from 27th June to 15th August were \$2,065.50

(further \$152.90 to be banked next week)

Signatories to the account (at 15/8/17)

Filippa Brugliera (Treasurer), Tracey Pace, Liliana Varvarigos, Father Benneth (Parish priest)

Changes in progress (no progress since last meeting):

Add Damian Howard (Principal) as signatory, Lynette Gamble to view accounts online and correct Tracey's email address on account