

St Raphael's School Education Board
Tuesday 9 May 2017 at 7pm

Attending: Damian Howard, (Principal)
Fr Benneth Osuagwu
Jeremy Richards (Chair)
Tracey Pace (Secretary)
Liliana Varvarigos (Fundraising)
Sally Di Martino (Fundraising)
Andy Purdon (IT)
Filippa Brugliera (Treasurer)
Catherine Talarico (Building/Landscaping)
Fiona Garnham Grants/Funding)

1. Apologies: Carol Coloe (Building/Landscaping)
Paula Moussa (Marketing)
Andrew Aquilina (Grants/Funding)

Tonight's meeting started soon after 7pm

2. Minutes of the previous meeting confirmed accurate by Damian and Filippa.
3. School Report (Damian)
- Two new appointments – 5/6R Melanie Pizzonia – this frees up Rosalba Squarci for a day a week; and Sustainability/Kitchen Garden Coordinator Catherine Talarico – will work to improve the link between sustainability and the curriculum. Also look to improve grandparent involvement.
 - Parent/teacher communication:
 - Going back to parent teacher interviews – handouts were well received by both teachers and parents. Provided focus to parents and teachers for the amount of time available.
 - Pre/Post tests coming home have been great.
 - 2018 enrolments currently at 41 (we had 45 in 2017)
 - Several new enrolments across other year levels
 - Batman Park Kinder Fun Day 21st May (10am – 2pm) – opportunity to promote St Raph's to prospective parents
 - Student Wellbeing – Teacher Action Teams...
 - Core: Maths/English, Secondary: RE/student wellbeing/Walker Learning
 - Discipline – Class Dojo – positive reward for good behaviour. Based on whole class performance.
4. Outdoor Learning Space Redevelopment Update (Cath)
- Meetings are happening regularly;
 - In stages:
 - Welcome/Entrance – some work has already started on this front with planting and replacement of metal cyclone fence;
 - Sound Garden – to go where the junior lay equipment is today
 - Main space
 - Timeline is for Stages 1 and 2 to ideally be completed by the end of this year. Stage 3 timeline to be confirmed but largely subject to budget.

5. Treasurer's Report (Filippa)
 - Filippa's report at the back of these Minutes
6. Grants (Andrew)
 - Grant application for water tanks - \$9k
 - Bike Grant applied for via Darebin Council (could provide 20 bikes to the school)
 - Discussion around the promotion of the Building Fund.
7. Fundraising (Liliana)
 - Mother's Day Stall (Thurs 11th May) coordinated by Flora Antonelli
 - Mother's Day Afternoon – Friday 12th May
 - Movie Night – Friday 23rd June
 - Term 3 – Major Fundraising event for the year – Comedy Night! Friday 28th July
 - Important for Kitchen Lunch Order Roster to be drawn up and ideally – all activities should be run past Liliana for approval – given Fundraising Calendar already has quite a bit of activity happening.
 - Tracey Pace coordinating promotion of The Entertainment Book, with copies being distributed (1 per family) on 17th May. All proceeds will go to the Outdoor Learning Space Redevelopment.
8. IT (Andy)
 - Parent information session for iPads – targeting this year's Year 2 parents. Date to be confirmed;
 - Cyber Safety Session – Damian to follow up presenter – offered to all parents in the school community. To take place in Term 2 some time.
 - Update to website continues. Fraynetwork employed to do this. Should see some progress by the end of Term 2. Andy to attend some training to learn how updates to the site can be made in future.
9. Other business:
 - Lunches – query around how much time kids are given to eat. Encourage kids to continue eating outside - no rubbish allowed and must sit down while they eat. Potential in Term 3 – consider eating at the end of lunch rather than at the start?
 - Toilets – condition of them has deteriorated, some vandalism experienced. Damian recognises this is an issue and of concern. All staff trying to emphasise the responsibility of each student to take ownership of good habits and their environment.

Meeting closed at 8.40pm

Next meeting: Tuesday, 27th June at 7pm

Treasurer's Report (for SEB meeting to be held Tuesday 9th May 2017)

Prepared by Filippa Brugliera (8th May 2017)

A summary of the funds raised is shown below:

EVENT	FUNDS RAISED
Sushi Days	\$691
Zooper Dooper Days	\$181
Vintage Car community Day	\$2,691
Pizza day	\$249
Sausage sizzle lunch	\$626
Second hand uniforms	\$172
Hot Cross Buns	\$248
Kid's Disco	\$1,125
<i>Hot Dog Day</i>	<i>\$300 est</i>
Total raised to date	\$6283 est

The current bank balance (NAB Account held with Catholic Development Fund) is \$11,496.

Outgoings in March and April were \$2,433 *(includes Mother's Day Stall reimbursement of \$1,228 and landscaping costs to date of \$812).*

Incomings in March and April were \$6,300.