



ST JOSEPH'S PRIMARY SCHOOL

Principal: Mrs Amanda Sheridan -18 Thomas Street QUIRINDI NSW 2343

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PT&F Meeting Minutes

Date: 29/ 4 /2026

Venue: St Joseph's School Quirindi

Meeting opened:

Minutes taken by: Amy Schultz

Item No.	Topic/ Discussion	Action/ Decision	Responsibility/ Timeline
1.	Acknowledgement of Country – Amanda Sheridan	Amanda Sheridan delivered her own (personalised) Acknowledgement of Country this evening.	
2.	Prayer – Amanda Sheridan	Amanda Sheridan led the PT and F in praying: The Angelis this evening. Amanda commented that staff are working to incorporate this learning into the student's school day.	
3.	Record of attendance and apologies	Nil	
	3.1 Attendance:	Amanda Sheridan, Amanda Bartholomew, Sharnie Meade, Kate Thompson, Ashleigh Stevenson, Rachel Simkin,	
	3.2 Apologies		

4.	Confirmation of previous minutes	-Minutes from the meeting held on the 4/3/26 are accepted as a true and accurate representation	Moved: Ashleigh Second: Emily
5.	Business arising from previous minutes	<ul style="list-style-type: none"> • Nil 	
6.	Correspondence incoming and outgoing	<ul style="list-style-type: none"> • Nil 	
7.	Reports		
	7.1 Report of the Principal. Presented by Amanda Sheridan	<p>*First family mass this Sunday - all welcome to attend if possible.</p> <p>*Faith Formation support - full day of PD for staff.</p> <p>*Events in Term 1 - trialled using Compass to support donations - parent feedback has been good and funds raised for Caritas were appreciated.</p> <p>*May 15th is Pajama Day at school and will raise money for St Vincent de Paul Society.</p> <p>*Work is currently underway with EarthCare: students are collecting scraps, poppers and milk boxes which will go back into supporting sustainability at school/community level.</p> <p>*ANZAC day - well supported by the school.</p> <p>*Alex Brown Smith attended St Joseph's guiding teachers through breaking apart the NAPLAN writing criteria.</p> <p>*Preliminary results are back for NAPLAN. Teachers are currently analysing this.</p>	

		<p>*Three way conferences were well attended by families.</p> <p>*Mrs Anne Scott working with students on ASCA speeches.</p> <p>*Great cross country carnival. Thank you Mrs B and PT&F.</p> <p>*Coming up: ST Joseph's has Dio representation and Athletics Carnival.</p> <p>*Soccer clinic - supported by Sporting For Kids Grant.</p> <p>*Annual Improvement Plan: tracking attendance data which is currently being analysed.</p> <p>*Hydro Bank grant: Grant due May 1st is another grant to exhaust. Applied for a local government grant but have to wait for July until we may be short listed.</p>	
	7.2 Report of the President. Presented by Ashleigh Stevenson	<ul style="list-style-type: none"> • Athletics Carnival - very positive. Thank you to everyone who helped. • Easter Hat Parade another highlight. Thanks to families and local businesses for donations for the raffle. • Cookie Dough and Athletics Carnival coming up. 	
	7.3 Report of the Treasurer. Presented by Emily Pengilley.	<ul style="list-style-type: none"> • Thank you for all the great things happening at school • Spread spreadsheet has been emailed with all financials.(Please see Google Drive for details) • Easter raffle was a terrific fundraiser. 	

	<p>-School jacket for cooler weather</p>	<p>-Amanda says cookie dough fundraiser is good and to go ahead.</p> <p>-Ash and Kate have suggested Brick Fundraiser in Term 1 next year. Amanda S is happy with this.</p> <p>-Amanda has suggested rotational ideas for fundraisers throughout the year is a good idea.</p> <p>-Amanda S suggests advertising Cookie Dough post Mother's Day. (Advertise the week commencing May 11th). Amanda S suggests leaving the ordering window open for 2-3 weeks. Close it off after the long weekend. Asleigh to check via phone about due dates for orders etc.</p> <ul style="list-style-type: none"> • School jacket (warmer/wind resistant jacket option for students during winter.) <p>-Amanda S explains there is an option however it is a process. It has to go out to be surveyed by parents, then samples provided and a working party to show samples.</p> <p>-Children are kept warm indoors and run outside, says Amanda S.</p> <p>-Amanda explains that the survey must be put to families first. She is aware that there must be a certain number ordered. Re: representative gear/clothing - the school was required to order 80 items minimum.</p> <p>-Ashleigh says we would need to enquire about price of the jacket.</p> <p>-Amanda says the puffer jackets are more expensive than the current jacket.</p> <p>-Amanda explains that all Tamworth Catholic primary schools have the same</p>	
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	<p>-STEM hands on learning resources and support from PT&F</p> <p>Hydrobank (previously discussed in Principal's Report)</p> <p>Mother's Day</p>	<p>weighted jacket as St Joseph's currently has.</p> <p>-Rachel explains that the jumper can go under the current jacket and taken off when indoors.</p> <p>-Ashleigh reminds that there are uniform items in the 2nd hand section at school.</p> <p>-Amanda is happy to do a questionnaire, but won't do anything about it this year (due to first year as Principal.)</p> <ul style="list-style-type: none"> • Hands-on learning materials for STEM classes: e.g. coding Beebots/ VR goggles etc. Do we need to apply for grants here or is there an internal library to loan these items? <p>-Amy asked what STEM resources the school has and if the PT&F can offer any support with this.</p> <p>-Amanda S explained that once new curriculum Science units are written, BeeBots can be utilised, and we have access to this. We do not have access to VR goggles. Spheros are recommended and these will need to be purchased by the school in sets once the new units are written.</p> <p>-Amy has asked could the school please let the PT and F know should and when the school may require funding support for STEM resources. Amanda said thank you and she would.</p> <ul style="list-style-type: none"> • Cold-water filtration system update - next steps. • Mother's Day school event - thank you to the staff for organising. Can we look at providing options (e.g. various days/times) to 	
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	<p>Athletics Carnival</p>	<p>parents/families who work/unable to attend school events (feedback from parents particularly in regard to Mother's Day event/s, says Amy is that they would very much like to attend.)</p> <p>-Kate has asked families to communicate directly with Amanda S or herself.</p> <p>-Amanda S says we want everyone to attend, but it's not always possible. She explained that the very caring staff all try to make children feel supported and link them in with an adult.</p> <p>-Grandparents day, says Amanda, for example, is a Catholic celebration of Jesus' grandparents and for this reason this date does not get changed much. Sometimes there is not the flexibility, she explains, to alter dates.</p> <p>-Amanda explains that parents can be guided back to teaching staff if they have concerns around attending events or other questions.</p> <ul style="list-style-type: none"> • Athletics Carnival organisation <p>-Bacon and Egg rolls worked well, says Emily.</p> <p>-Hot Drink option reminded Amy (chocolate sachets and coffee/tea)</p> <p>-Sausages are a good second option as they are easy was the comment from Emily and Amy.</p> <p>-Rach says we can do pre-orders.</p> <p>-Amanda B checking with council regarding pie warmers.</p> <p>-Ashleigh says we will wait to hear back from Amanda re: pie warmer/microwave. Rach will ask at council desk or at soccer</p>	
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		<p>re: microwave availability in order to do pies.</p> <p>-Ashleight to put out a message regarding cake donations for the day.</p> <p>-PT and F will do flyers and talk about this on the chat.</p> <p>-Amy to make the flyer for donations of cakes for Athletics Carnival (Week 10).</p> <p>-Ashleigh can do the square for the athletics carnival (week 10).</p>	
9.	Confirmation of next meeting date	<ul style="list-style-type: none"> • 27th May at 6pm 	
10.	Conclusion and prayer: Amanda Sheridan		
11.	Meeting closed:	6:57pm	

This is the version that was verified as a true record of the proceedings of this meeting held on the 29:04:26 and ratified by the Chairperson