



ST JOSEPH'S PRIMARY SCHOOL

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PT&F General Meeting Agenda 3rd August 2022- ZOOM 6pm

Meeting Open: 6.09pm

1. Acknowledgement of Country - Pauline Long
2. Prayer - Pauline Long
3. Record of Attendance and Apologies

ATTENDANCE - Clare L, Sharnie M, Rebecca H, Jenni H, Pauline L, Tracey K, Rachel C, Kate T

APOLOGIES - Wendy R, Amanda B, Michelle C, Sally Stockwell

4. Confirmation of the Minutes of the previous Meeting

Moved: Pauline L

Seconded: Rachel C

5. Business arising from previous Meeting

All will be reported on in other sections of the meeting

6. Correspondence incoming and outgoing

- NONE

7. Reports

Principal: Pauline Long

Report presented by Pauline Long as tabled [here](#).

- CSO Loan - The PT&F and the school pay \$5000 per year (combined) to repay an interest free loan taken out in 2007 from the CSO for capital works/upgrades to the classrooms/buildings. There are 5 years remaining on the loan. PT&F president had made a request to the school to have the PT&F exempt from repaying the loan in order for funds raised by the PT&F to be used within the school for alternate purposes. Pauline advised that she had spent some time researching the origin and purpose of the loan as it had originated prior to her appointment. Pauline reported that the school had decided, given the



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way funding from the CSO has changed over recent years that the PT&F would no longer be required to contribute to the loan repayments, however the school would still need to repay the \$5000 per year. This is effective immediately. Clare thanked Pauline for investigating and for the outcome.

- Pauline also advised that lollies will no longer be provided to children as rewards during school time.

Moved Clare L
Second Rach C

President: Clare Lee

Shout out to Rachel C for her mammoth effort in coordinating the fundraising for the yr 5/6 class. This has made a significant difference to all of the families in yr5/6 for their upcoming excursion. Clare also

Moved Kate T
Second Tracey K

Treasurer: Jenni Hird.

- See attached report

Jenni provided end of July financial figures and a breakdown of fundraising events for the first half of the year. Note that carnival and canteen often share produce, therefore expenses/income may not be completely accurate to a particular carnival/canteen.

- Pauline enquired regarding the auditing of PT&F financials. Jenni advised the last 2 calendar years were audited by Joy Maunder in March 2022 and should have been documented in the May 2022 PT&F minutes. **Jenni to provide auditing details to Marnie for inclusion in minutes if they weren't included in previous minutes.**

Moved Clare L

Second Rach C

Canteen:

- No canteen till later in term due to Basketball on Fridays. Unfortunately it was just too tricky to coordinate mixed classes and times to fit in with the travel and group sessions. Canteen will re-commence after basketball sessions finish up.



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- It was discussed that kids have too much to eat from canteen, as it takes them all break to eat. Discussed potentially smaller serving sizes or eliminating the snack and/or drink option.

8. Fundraising:

- 5/6 Fundraiser – Rachel Coward
 - Rachel reported that they had successfully held raffle days at IGA, however unfortunately no BBQ's due to COVID restrictions from IGA.
 - Total funds raised thus far \$3311.12.
 - Erica Allan has done a great job selling footy doubles for the origin football games. There are 2 sets of doubles left and will most likely be used for the upcoming NRL game in Tamworth and the NRL Grand Final.
 - Rachel reported that Les Shaw has been very generous with his time to sell raffle tickets on his vege stall in the main street. Rachel requested if the school could provide a small gift to Les as a token of appreciation. **Yr 5/6 to write a card and gift a school mug to Les.**
- Slime/color day – date/venue/promotion etc -Jenni Hird
 - A Sub committee to be formed to move ahead with plans – Jenni will approach those parents who have expressed an interest to be involved.
 - DATE: Sunday 9th October 2022 10:30am
 - VENUE: Quirindi Showgrounds. \$552 to hire the venue – PT&F have been advised by LPSC to submit a request to have the hire fee waived and this will be discussed at their August council meeting. **Jenni to complete application to LPSC.**
 - Jenni advised that we have successfully received some sponsorship and still waiting to hear back from other businesses. It is looking hopeful that most products will be covered by sponsorship.
 - A story re: event promotion and save the date to be put in the Quirindi Advocate – **Jen & Rachel**
 - Save the date to be completed and circulated around – **Jen & Rachel**

9. General Business

- Kate requested more info from the PT& F to include in each newsletter. Would be ideal to have this submitted by Friday afternoon. Clare will endeavor to complete this.
- Wizard of Oz – Clare enquired what would be required from PT& F on performance night. Pauline advised children will need to be at the theatre at 6pm, with the performance commencing at 6:30pm. During this time there will be a screen display for parents to enjoy. Children will remain behind the stage for the entire performance and will receive food and dinner behind the stage. Tickets will be available for



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purchase through Eventbrite, with further information coming out next week.

- o Clare suggested PT&F have snack boxes (cheese, biscuits sandwich triangles, fruit etc) available for purchase for the audience members. Those in attendance at meeting agreeable to snack boxes.
- o It was suggested to look at adding the option to preorder a snack box on Eventbrite when purchasing ticket. This will allow PT&F to pre-make and order reliable quantities.
- o PT&F to supply supper after the performance for free whilst children are having dinner and getting out of costumes. PT&F to make slices etc.
- o It was discussed to run a raffle/lucky door prize on the night, with it to be drawn at the conclusion of the performance. Raffle to consist of local produce etc.
- o Sally Alden will be taking the photos (at the dress rehearsal) and video. The photos will be available shortly after the performance online for purchase. The DVD will be by pre-order and available at a later date. Pauline is still in discussions with Sally regarding costs etc.
- Jenni reported that the amount reported at the previous PT&F meeting in regards to the pie drive profit was incorrect due to money needing to be refunded to a family following an incorrect order. The final amount raised was \$357.75
- Jenni mentioned that the Azzopardi family kindly donated some new much needed kitchen utensils to the canteen - Thankyou

10. Confirmation of next meeting: Wednesday 24th August 2022 at 6pm via ZOOM.

11. Conclusion and prayer

Meeting concluded at 7pm.