MEETING OF ST NICHOLAS PT & F ASSOCIATION
Held on
MONDAY 14 MARCH 2016 AT 7.00pm AT ST NICHOLAS SCHOOL LIBRARY

Minutes of Meeting

Meeting commenced at 7.00pm
Chairperson: Margo Taggart
Secretary: Janine Power

ITEM 1 – Welcome
Welcome - Margo Taggart
Opening Prayer – St Nicholas Prayer - All Attendees

ITEM 2 – Attendance
Attendance: Belinda Hanlon, Natasha Gallagher, Joanne Harding, Stefan van Aanholt, Julie
McGuirk, Sue Scott, Michelle Martin, Karen Dickie, Sarah Kampe, Hannah Miles, Tania Thompson,
Jo Cupples, Kara Traill, Julie-Anne Williams, Jule George, Janine Power, Margo Taggart, Jason
Cocker.

Apologies: Kirstie Allen, Emily Lloyd, Mary-Jane Galvin, Amy Kelly, Patrice McMullen, Jodie
Gillies, Lisa Fitzgerald.

ITEM 3 – Confirmation of Minutes
Confirmation of Minutes from previous Association Meeting held on Monday 15th February 2016.
Accepted by Jo Harding
Seconded by Stefan van Aanholt

ITEM 4 – Business Arising

• Welcome to Guest Speaker, Jason Crocker, ADIG who presented to our team about the
background of ADIG and how this business works throughout our Diocese in helping our
school community and students. There are various ways our school continues to form a
strong partnership with ADIG.

  Refer to Guest Speakers notes attached.

ITEM 5 – Correspondence In/Out

• Correspondence In:
  o Letter received from Bakers Delight, Plaza Tamworth enclosing cheque for $357.35
  o Letter from ADIG enclosing renewal of Fixed Term Deposit Certificate.
• Invitation from Catholic Schools Office, Diocese of Armidale enclosing invitation to attend Spirit of Catholic Education Awards held on 9th March.
• Various emails with input for Fundraising and parents offering assistance as may be required.
• Email received from Belinda Tyrell re Athletics & Swimming.

• Correspondence Out:
  • Thank you letter to Bakers Delight for the cheque and support to our School
  • Responded to emails received.

ITEM 6 – Principal’s Report

• Refer to Attachment 1 - full Principal’s Report

ITEM 7 – Treasurer’s Report

• Mother’s Day Gifts – requested another $500 for gifts
• $30,000 allocated for netting for the Cola – these funds reinvested for 3 months

• Refer to Treasurer’s Report attached

  Action: Treasurer to arrange $500 to VISA card for Mary-Jane Galvin

ITEM 8 – Board Meeting Report

Jule George PT & F Board Meeting Representative presented:

• Naplan results have been released and the data for St Nicholas is showing good ‘gain’ from year 3 to Year 5. St Nicholas is performing well when compared to other schools across Tamworth and against schools of similar students.

• School boards are undergoing changes this year as recommended by the bishop. They will become School Advisory Bodies.

• The school has purchased another 30 Chrome books for use in Year 6.

• External auditor is coming to St Nicholas next week and it was suggested that the PT&F may choose to get their books audited (pro bono).

• There has been good feedback with the QKR! App. Around 160 parents are signed up at the moment.

• It was noted that St Nicholas staff gave up their free time last Sunday to set up the Catholic Schools Week display out the front of the school.

• The Board voiced their appreciation to the PT&F for their ongoing financial support of the school and in particular for the $30,000 donated at the last meeting.
ITEM 9 – General Business

FUNdraising:
Suggestions for FUNdraising events to be more low key, casual and fun and inclusive for all our school community to embrace and support.

Eat, Meet & Greet – Friday 29th April - previously the Welcome BBQ to be enhanced with more activities and fun similar to a mini fete with items including:
- Welcome speech
- Music playing, disco for the kids and families
- Food jazzed up eg. kebabs, steak, sausages & egg & bacon rolls
- Kindy & Year 1 – cake stall - cupcakes, slices etc.
- Year 2 & 3 – lucky dips
- Year 4 & 5 - lollies
- Year 6 – softdrinks/water/poppers

It is hoped this event includes all families not just new families to the school. We hope to see you all there! Put this in your diary.

6 Key FUNdraising Events for this year were presented:

1. Bingo Family Night – May/June – to be confirmed
   - Bring family along, kids too – Tamworth Tennis Club
   - Drinks, sponsors,
   - Sell the Bingo daubers
   - BYO nibbles only
   - Best dressed table

2. 5c Classroom Challenge
   - Each classroom collects as many 5c coins as possible for (1) month
   - Each week ADIG will weigh the 5c coins and have a running tally of which class is winning each week and this will be displayed at each classroom
   - At the end of the month the classroom who has raised the most money wins some great prizes for their class to share

3. Movies at the Cinema
   - Childrens movie on different days relevant to aged children
   - Suggested 4 movie sessions for the year

4. Engraved brick pavers
   - Brick pavers will be sold this year and flow into 2017 with family name or students name/s and will be placed within the landscape or paved area for our new building works
   - Available for past and present families

5. Country Music Camping
   - Expanding the services offered to assist Mr West eg. selling ice, serving breakfasts, washing service were some of the ideas.

6. Mangos Mangos!
   - Mango Fundraiser to be held again – families love this one.

Other Items discussed:
- Spring Fair – looked at many other options, the team has agreed to hold the next Spring Fair in 2017 – will commence planning some logistics this year.
- Trivia Night - perhaps later in the year if our school community would like this to happen.
➤ **Christmas Hams** - suggestion to sell Christmas hams – more details next meeting.

➤ **Parent Helpers** - WE NEED YOUR HELP! – would you like to be a parent helper for your class to help us communicate and assist families getting involved in our FUNdraising events and liaising with the parents of your child’s class and teachers. Please email us – we look forward to hearing from as many as possible – this will be fun!

➤ **Thank you** – to all the emails and suggestions we have received from parents and families – it is so much fun – but if your suggestion is not listed this year – we have it on our ‘Wish List’ for the future. We appreciate everyone’s contributions and ideas. What a great effort.

**SWIMMING & ATHLETICS**
- Belinda Tyrell emailed confirming it will be possible to have the records held for swimming and athletics events on the program on the day of the carnivals.

**NEWSLETTER**
- Some parents have experience difficult to read Newsletter on their phone
- Question was raised that the Newsletter is very lengthy and takes some time to download

**MOTHERS DAY STALL**
- Mary-Jane Galvin requested the stall to be held on Monday 2nd May 2016.

**QKR APP**
- The QKR App is available and flexible should PT & F require FUNdraising tickets to be sold for any event, there would be a merchant cost of 1.5%. Great tool should we require it.

**FUNDRAISING THERMOMETER**
- Provide and display a thermometer poster displaying funds raised and the items the fundraising monies are assisting. Helpful to have this displayed at each classroom and also presented in our School Newsletter.

**PT & F LAPTOP**
- Trend micro security on laptop has expired – need to purchase renewal for Trend micro security - $58

**Actions:**
- FUNdraising team to finalise details for BBQ
- Margo to promote in School Newsletter request for Parent Helpers from each class
- Belinda Hanlon to investigate re pre-purchase tickets for movies
- Amy Kelly to contact Wests re borrowing Bingo equipment
- Margo Taggart to contact Emily Lloyd to assist with creating the FUNdraising Thermometer.
- Janine Power to followup re Christmas Hams option.
- Treasurer to purchase Trend micro security

**ITEM 10 – Next Meeting Date**
- The next PT & F Meeting will be held on Monday 4th April at 7.00pm in the School Library.

**ITEM 11 – Closing Prayer**
- Jo Harding – Prayer for Rain

**ITEM 12 – Meeting Closed**
- The meeting closed at 8.30pm.
Lisa McSweeney has been awarded the Bob and Margaret Frater International Travel Scholarship for 2016. Only one person from NSW / ACT is awarded this scholarship annually. This scholarship will enable Lisa to attend the International Centre for Excellence in Education Conference in Croatia later this year. The focus of the Conference is on creativity, innovation and the latest developments in educational research and practice. Lisa is in Sydney today receiving her scholarship and she is taking this opportunity to visit St Mary’s Primary School in North Sydney to look at their collaborative learning initiatives.

I will be on leave from Wednesday 16th March to Wednesday 30th March. Lisa will be acting principal in my absence.

Helen Beale’s operation went very well and she is back today. Katlin Groom continues to improve. She is on indefinite sick leave. Big thanks to Jo Wallace for her work during Helen’s absence.

Staff have attended training in analyzing PAT data, a trip to the new learning spaces at St Philomena’s Moree and instruction on the new compliance software Complispace. I also took Mandatory training as Responsible Person for Governance as required by BOSTES

Last week the My School website was updated with 2015 data. I am happy with the progress the school is making in a host of different areas including academic progress.

I am in the process of changing the leasing arrangements of the photocopiers in the school, upgraded copiers for less from Inland technology. The school has purchased another 30 chrome books for Year 6 and we had a google instructor work with staff last Thursday and Friday. The QKR app now has over 160 users. Our website continues to improve.

Buildings

The building continues with the excavation work nearly complete and footings are now being dug. The concrete for the COLA is being poured next week and again thank you to the PTF for donating $30 000 to be spent on the netting for the COLA. The COLA is being erected this weekend. The Kindergarten play equipment has been moved and will be operational at the beginning of Term 2.

The colour scheme for the tiles for wet areas and the canteen has been selected and models of colour scheme for the building are being provided soon. We are in the process of working on the furniture and ICT that will be installed in the buildings. Teachers are having significant input.

I met with TRC today regarding a grant to upgrade the pedestrian crossing at the front of the school. We have ongoing issues re road courtesy and pick-ups in the afternoon.
Events coming up

- Green Day this Thursday
- Diocesan Winter Trials
- Asthma training for staff
- Preparation for ANZAC Day
- Next Week is Holy Week the most important event in the Church’s calendar culminating with the Sacred Triduum. The school will hold a paraliturgy and incorporate the Stations of the Cross next Thursday.
- Dental screening for Year 1 School Cross Country
- The school will have external financial audit this Wednesday.
St Nicholas PT&F Meeting
7th March 2016

   Cheque Account $34,750.89
   Term Deposit 184 $40,000.00
   Term Deposit 184.1 $30,000.00

2. Transactions for February to cheque account were as follows:
   **Deposits**
   - $ 56.51 Term Deposit 184.1 Interest
   - $ 1.35 interest credit
   - $ 357.35 Bakers Delight
   **Withdrawals**
   - $ 506.95 Visa Card for Mother’s Day Stall

3. The Gift for Steve West has been given to him. He has yet to present this cheque. We gifted him $2684.00 for his support and work for the Country Music Camping.

4. A special note on the Baker Delight monies. This comes from families mentioning St Nich’s at either store and a percentage of the sale is donated to the school. The latest donation of $357.35 demonstrates how substantial this is for our fundraising without any formal work. Keep encouraging everyone in the school to mention St Nichs!

5. We have purchased a pre-paid Visa card with $500 to assist Mary-Jane Gavin with Mother’s Day stall purchases. The initial purchase fee was $6.95. MJ will need to keep receipts for reconciliation.

6. The pancake donation to Caritas has not been made at this stage.

7. The $30,000 term deposit has been re-invested as at 25/2 and will mature on 25/5 and is attracting 2.75% interest.

8. Any further expenses for approval, any further monies for depositing?

Regards
Julie-Anne Williams and Natasha Gallagher
St Nicholas P T & F

Hello everyone and thank you for allowing me to speak to you today.

The reason I’m here tonight is to talk to you about what it is that ADIG is all about and the work we do throughout the diocese.

A little bit about ADIG before we start –

- ADIG was formed in 1974 because at that time St Andrew’s parish in Wee Waa wanted to build a new church but didn’t have the funds. What they did was borrow the money from parishioners and pay them back, with interest. In a much bigger way, that is still what ADIG does today.

- ADIG is a part of the Armidale Diocese of the Catholic Church – NOT an outside financial institution. ADIG exists only to serve the Diocese, and the parishes and schools within.

- We are now a professional organisation which currently has over $110M in deposits and offers the community, a wide range of savings and investment accounts with absolutely no fees or charges.

- We also provide an annual cash distributions to the parishes within the diocese – this year that was $520,000. This money would otherwise have to come from parishes in the Diocese.

- We provide interest-bearing and fee-free deposit accounts for schools and parishes but importantly also for individuals. Basically, we act as their bank and they save a great deal by paying no fees.

- We offer banking to primary school children in 21 Diocesan schools, at no cost, through our Rainbow Club which in turn raises commissions for the schools. Furthermore, we sponsor small and large events in all the parishes and schools so if you have any events coming up, don’t hesitate to let us know. (Marquees, fete packs etc.)

WE CAN ONLY EXIST AND DO ALL OF THIS WITH THE SUPPORT OF OUR DEPOSITORS. Every dollar invested with ADIG helps us to give back to the whole community.

Just by opening a single account, you can help us be a part of something bigger. And the more people that know about us, either word of mouth or our
newsletter messages or our marquees at events, the more money will flow back to the school. And ultimately that is why ADIG exists, to be a part of our community and give back to it.

I’m sure a lot of you here tonight will have Rainbow Accounts set up for your children and thank you for that. I wasn’t aware if anyone here might know of the other accounts that we offer at ADIG. We have savings accounts, Term Deposit accounts, monthly interest accounts and our popular Christmas Club account. Again, all of these accounts are completely fee-free and all can be linked to our online service. They are all completely secure and offer very competitive interest rates.

So, in summary, if you think that you might benefit from great personalised service, competitive interest rates, online banking and absolutely no fees then consider ADIG.