



ST MARTIN OF TOURS
PARENTS AND FRIENDS
ASSOCIATION

ST MARTIN OF TOURS SCHOOL PARENTS AND FRIENDS' ASSOCIATION MINUTES OF THE MEETING HELD ON TUESDAY 20TH OCTOBER 2020

Meeting: PFA Committee Meeting	Venue: Online Zoom Conference	Date: 20 th October 2020	Time: 7:30pm
Agenda Item	Issue Arising	Action Required:	
1. Present and Apologies	<p>Apologies - Louise Zannino, Anna Byrom, Liz Dole</p> <p>Present- Kate Kelly, Belinda Pryse (Chairperson), Michelle Don Paul, Chris Baulch, Jamile Petridis, Carla Ting, Bianca Sgambati, Marita Anderson, Jacqui Marshall</p>		
2. Confirmation of Minutes from previous meeting	Chris Baulch and Jamile Petridis have read the meeting minutes from the previous meeting.	Passed by Chris & Jamile	
3. Treasurer's Report	<p>The main activity was the showbag fundraiser held in Term 3. The profit was \$366.70, which was not bad given it was a last minute decision. Not much else has happened with regards to the bank account.</p> <p>There is an inventory for beanies and deposit for the jumping castle and drinks for Shrove Tuesday next year, which have been taken into consideration to reflect an actual profit.</p> <p>Current bank balance is \$39,739.70.</p>		

<p>4.1 Colour Run – Play Pods Update</p>	<p>Jamie Atherton contacted Kate to touch base about the play pods. He is keen to get the ball rolling and asked if it was ok to engage the school leaders with investigating the equipment and canvas ideas with kids about what they would like to see in there. The year 6 leaders are currently working on the garden design. They want kids to be engaged in setting rules and being a part of the expectations as far as monitoring it, using it safely and responsibly. The kids were the ones that did all the fundraising, collecting sponsors for the colour run. Kate has passed on some links for sourcing materials, as well as examples of schools that have the programme in place.</p> <p>It can be discussed and prepared for next year. It’s good to know that it is still moving along. He wants us and the parent community to know that it hasn’t been forgotten.</p>	
<p>4.2. Term 3 Fundraiser Update</p>	<p>Showbag Fundraiser</p> <p>This wasn’t intended to be a fundraiser with a high profit margin but still made \$366.70. There were 229 showbags ordered including the prizes for the Design-a-Showbag competition. There are a couple of payments to be followed up.</p> <p>There were many thank you notes on the orders, saying it was a lovely idea to spoil the kids and also give them something to do at home.</p> <p>There was even more thanks received delivering showbags, with many coming out to wave or say thank you once they received their “delivered” SMS. It was lovely to see all the familiar faces and happy smiles.</p>	
<p>4.3 Fundraising Goal for 2020/2021 Update</p>	<p>We will obviously have to stretch out our current fundraising goal for \$20K to cover 2020/2021. However, even next year is likely to hold a degree of uncertainty. The amount raised for 2020/2021 is currently \$5,318.07.</p> <p>Jacqui opened and read all the Letters to the Principal, but has not had a chance to give them proper consideration. She recalled that a common request was for more sports equipment. Jacqui will prioritise this for the beginning of next year.</p>	

<p>4.4 SMOT Community Business Directory Update</p>	<p>More businesses have been added to the Business Directory since promoting free listings and supporting local businesses.</p> <p>Michelle asked if it would be possible to provide a snapshot of the business logos and PFA website link to be included in the Community News section of the newsletter, rather than having to specifically mention it in the Principal's News. Jacqui agreed this would be possible.</p> <p>It was also suggested that the PFA could do a shout out on the FB page in conjunction with the Newsletter promotion. Belinda did some posts around Father's Day, promoting businesses doing Father's Day gifts.</p>	
<p>4.5 Prep Welcome Dinner Update</p>	<p>The tentative date for the Prep Welcome Dinner is 13 November 2020. However, it is not possible to plan and guarantee permitted numbers onsite. They are thinking about moving the Welcome Dinner to the beginning of the year, once families know their classes. Hopefully by then, we would know permitted numbers indoors and for outdoor BBQ/picnic options. To do it later this year, it would be difficult to get a Friday night when people are free. Given we are coming out of lockdown, people are more likely to be busy. If there are still number restrictions next year, we could split it into class dinners.</p> <p>Jacqui advised that currently the restrictions are quite strong, even prep orientation is limited to 10 students per 1 teacher. It's not going to be an easy task getting the kids in, so parents may be busy shuffling the kids around for orientation. They need to prioritise the kids, so the dinner for the parents can afford to wait. They can look at possible dates in the New Year when we hopefully have a better COVID normal. They also need to put energy into farewelling the current year 6 students, who have been at the school for 7 years.</p>	
<p>5.1 Fundraising for Term 4</p>	<p>School Fees Raffle</p> <p>The major prize in 2019, was the choice of a Westfield Voucher or School Fees (to the value of \$2000). There were also vouchers from Academy Uniforms. Tickets were \$5 each or 5 for \$20. We also have a Bunnings voucher that could be</p>	

	<p>offered. Last year we made over \$1K profit.</p> <p>Everyone agreed to go ahead. The tickets will be sold online and payment collected via EFT (Weeks 8-10, to be drawn 14th December).</p> <p>Snow Cones Day</p> <p>Jacqui suggested we look at options for independently wrapped food. Most thought icy poles would be a good idea. We will look at options to have something along these lines.</p> <p>Ongoing Label/School Ponytails Fundraisers</p> <p>Michelle has previously discussed Stuck on You and Bright Star Kids labels and School Ponytails fundraisers, where the school receives a 20-25% commission on purchases made using the School's fundraising URL or code entered at the time of purchase. However, we haven't officially voted to proceed.</p> <p>All members voted in favour to proceed with these fundraisers.</p>	<p>Kate/Belinda to do flyer. Michelle to update Website.</p> <p>Michelle to sign up with Stuck on You, Bright Star Kids and School Ponytails, update website and do flyers to go out with Prep Welcome Packs/Stationery Lists.</p>
5.2 AGM	AGM to be held remotely via Zoom on Wednesday 25 th November 2020 at 7:30pm.	
5.3 General	<p>Class Reps for 2021 – may need to hold off search until next year.</p> <p>It was suggested that perhaps the welcome sessions normally held during Prep orientation could be held one evening via Zoom. The school is looking at a Plan B, need to discuss with the leadership team.</p> <p>Michelle to check with Veronica re what date flyers for the Prep Welcome Packs need to be ready (usually sent out with 2nd orientation).</p>	

Meeting Closed	Meeting closed at: 8:25pm		
Chair	Belinda Pryse		
Date location of next meeting	PFA Committee Meeting: Tuesday 9 th February 2021	Seminar Room, Mercy Building or Online Zoom Meeting (TBC)	TIME: 7:30pm