

# MINUTES

## SOUTHERN CROSS CATHOLIC COLLEGE PARENTS AND FRIENDS COMMITTEE

12<sup>th</sup> September 2022

Meeting opened at 7:02pm

### 1. PRESENT

Nat McCall, Tony Earwaker, Greg Cameron, Veronica Horn, Peta Salter, Sally Harman, Julie and Paul Carey

Via Google Meets: Ashley Cridge and Cortnee Devney (JCU Student Guests)

### APOLOGIES

Tracey Hartman, Angela Donohoe, Guiles Busato and Bec Claire

### PRAYER

Lead - Greg

### 2. MINUTES OF THE PREVIOUS MEETING

Moved by Andrea and seconded by Peta

Minutes carried as a true and accurate record of the meeting

### 3. BUSINESS ARISING FROM THE PREVIOUS MEETING

Father's Day Function
Update in Presidents Report
Father's Day Stall
<ul style="list-style-type: none"><li>• The stall ran really well and smooth all day.</li><li>• New parent helpers (3 to 4) which is great, all parents were associated with primary school students.</li><li>• Started the day with 1122 gifts and only 5 gifts left at the end of the day. This included 75 free gifts. Less students without money.</li><li>• 75% left of gift bags leftover which means less costs next year.</li><li>• Best volunteer turnout so far which was helped with no covid issues compared to Mother's Day Stall.</li></ul> <p><b>What works well is:</b></p> <ul style="list-style-type: none"><li>• Message group chats help getting volunteers.</li><li>• Word of mouth is really good</li><li>• The quality of the gifts are good.</li></ul>

**Issues:**

Need to change the way it runs as some classes have a lot less gifts to select from by the end of the day. However, the issue is that there is very little storage to order extra stock.

**4. REPORTS**

- President's Report - was tabled by Tony and is attached to the official record of the Minutes.
- Principal's Report - was tabled and is attached to the official record of the Minutes.
- Treasurer's Report - was tabled and is attached to the official record of the Minutes.

***\*Any extra information or discussion based around the reports above will be found in the "other" section below***

**5. INWARDS / OUTWARDS CORRESPONDENCE**

Emails

Father's Day Stall – Bookings, bag purchases, timesheet for classes, float/money draw

Father's Day Function – Payments

Invoice for Friends of music - Moved by Veronica and seconded by Sally, all in favour.

**6. GENERAL BUSINESS****Pre-loved Uniform**

- 6 more dates and then Nat is out.
- IT looked at the internet with costs but the tuckshop has internet they can use.
- There is a lot of stock in particular, secondary uniforms. Sally suggested we do a sale 5 items for \$5 or something like that to get rid of the excess. Everyone at the meeting was in support of moving excess stock with a sale.
- Suggested dates:  
Year 7 Step up Tuesday 8<sup>th</sup> November  
Prep Orientation Day 5<sup>th</sup> November

**Reading Program/Grant/ JCU Students**

Two students from JCU will support us in the reading program (drafted document attached below).

- Ashlee – last year at JCU – Primary based specialised in English
- Cortnee – last year at JCU – Primary based specialised in English – excited about seeing reading on a whole school base.

No outcomes out for the Grant, will hopefully be in Term 4.

Plan moving forward is to do a reading night and pull out some the other ideas from the grant to make the night.

The evening will be adapted when the grant comes through. The JCU students will look towards getting the items ready.

The JCU students have already developed a plan and how is meets sustainability goals for education.

- Peta and the JCU students will be meeting with Belinda tomorrow (Tuesday 13<sup>th</sup> September)

Greg and Tony couldn't see the evening being possible in Term 4 due to the school's calendar. Instead suggestions were made such as:

- Reading in early years on Tuesdays.
- Digital recordings of teachers, students, parents, a parent on deployment and other community members reading books.
- Resources for parents for bedtime story time.
- Reading challenge that the P&F could support gifts.
- JCU students could be the advocates and do small video snips e.g. on/off the couch.
- The JCU students need to finish by end of Week 3, Term 4. Next meeting the girls will be able to attend with their ideas. Flesh out some goals.
- Grant can be used next year as well.
- Peta added that next year we can use 4<sup>th</sup> year JCU students again.

### **Other:**

#### **Presidents Report:**

Spending of P&F funds

Not all members present were in favour of paying for shirts suggested in presidents report due to the large scale of commitment.

Other suggestions put forward:

- Pins to represent representation
- Embroidery on school jackets.
- Equipment for the school tuckshop which Veronica has spoken to the tuckshop about supplying some quotes for equipment needed.

#### **Christmas Carols:**

Last week of Term 4 on Wednesday night will work best in relation to Year 6 Rite of Passage. Continue with food trucks.

**Money from photo fundraiser \$850.** Sally wondered if Mardi had looked into purchasing suggested camp and sport equipment packs. Greg will email Mardi and cc the P&F into it.

**Next Meeting – 10th October 2022**

**Meeting Closed: 8:46pm**

**College Principal:** \_\_\_\_\_

**P&F President:** \_\_\_\_\_

### **P&F Presidents Report Sep 2022**

-Welcome back to all those that attend.

- Father's Day Stall, thanks to Andrea for another successful day, although I think she stitched me up helping Max chose a gift for me.

- Father's Day function another great success and all 24 ppl were happy. There should be a \$30 profit remaining from the food component of the function. Also due to the \$50 voucher donated from the photo shoot company, the P&F only needed to spend \$100 from the approved \$150 for lucky door prizes.

Lawn bowls and golf were suggested for next year.

-WRT to the Car Parking situation, no change.

-Bike lanes are being done in the Annandale area and kids may need to be made aware of how this may affect them with traffic etc.

- I ask for there to be more releases of the Second-hand Clothing store on FB, What's on and the Newsletter, I also asked for the FB posts to be pinned to the top of the page but Tamara said they only do that during school holidays as the page goes stale.

- The approval for the JCU placements has come through now, so I would ask if Peta Salter could give us an update on that situation.

-WRT to the cover for the Basketball Area/Moveable shade, I believe further discussion and involvement from the school is required before we go chasing more quotes. I would like to do a walk around with Mr Cameron to discuss the schools' requirements.

- Other suggestions made on how we should spend P&F money as discussed by Fiona, Angela and myself is to purchase the shirts for JNR/SNR's, Challenge Games, other individual achievers (not groups teams), also teachers shirts that have to be purchased to attend different events.

Tony Earwaker

SCCC P&F President

12 Sep 22

Principals Report  
12-9-22

### **Sacramental Program**

Last weekend we had 26 young people complete their Holy Communion and First Eucharist. The formation program and celebration were a collaborative effort between the College and St Brigid's Parish.

These students are now fully initiated Catholics.

### **Father Day Stall and Event**

Thank you to Andrea Camilleri and her team and Tony Earwaker for organising and running the Father's Day Stall and Father's Day Gathering.

It is a big commitment to take this on, and both events serve our College community and are well supported by our families.

### **Building progress**

The O Block extension (science labs) is progressing well. There were some minor changes the existing services required, but that did not delay work. Footings are poured, with the slab pour scheduled for this week. The schedule for this work is due for completion during the week of 9 January, ready for occupation for the beginning of the 2023 school year.

S Block (the new building on the Primary Oval) is also on schedule. The Building pad and footings are complete. The slab will be poured in two lots a week apart. The first was today. The second next Monday. It is anticipated that the building will be at lock-up point by the end of the school year. The full schedule is still to be received.

Car park resurfacing has been delayed due to two council issues (stormwater and communication with current leasee). We are still working through this with them, with hopefully the last meeting scheduled for this week. The work time is approximately 12-13 weeks, so we anticipate that this area will be inaccessible for the majority of Term 4 for staff, parent and student car parking. Students will be asked to park either in the netball carpark or soccer carpark in the Murray Sporting Complex and cross the necessary roads at the designated pedestrian crossing areas.

We have asked for at least two weeks notice to be able to communicate the closure of this area to the community.

No variation claims have been lodged to date. However the car park is expected to reduce in cost as a result of a change to stormwater planning by council.

### **CBSQ Basketball**

This Wednesday our Open Boys Basketball Team will travel to Brisbane for the Champion Basketball School of Queensland competition. Early next term we are entering a Junior Girls team in the championship for the first time.

### **Queensland All Schools Touch Football**

In Week 1 next term, our Open Mixed Touch Football Team is travelling to the All School Touch Championships in Brisbane.

### **Eisteddfod**

All of our Primary classes have entered the Townsville Eisteddfod and many of our ensembles and choirs. We have performed admirably so far and are looking forward to a fun week ahead for the classes who are performing.

Name: Let's read together!

**Short description:** This project seeks to make reading fun and enjoyable by supporting parents and carers to engage with and foster a love of reading at home. It seeks to initiate a program that works in partnership with the school librarian and can be developed further over time.

Grant Proposal	Amended plan for project	Ashlee & Cortnee key actions
Book reading night to launch	Book reading night as focus where other outputs will be shared with parents/carers	<p>Liaise with Belynda</p> <p>Liaise with the P and F</p> <p>Create digital resources, and flyers to promote the reading night.</p> <p>Create resources (i.e., PowerPoints, flyers and brochures) to assist Belynda's reading night station and/or Ashlee and I's own station.</p> <p>Attend the reading night and assist Belynda with delegated activities.</p>
Street Library	NA	NA
Reading advocate webinar	Research and collate strategies to advocate reading and develop into brochure to share at reading night	<p>Liaise with Belynda</p> <p>Research reading advocate reading strategies, book recommendations or systems.</p> <p>Create a brochure for the reading night partnership, or separate one.</p>
Reading challenge	Reading challenges developed and collated into resource to share at reading night	<p>Liaise with Belynda</p> <p>Research ideas and create a weekly plan for the creation of weekly reading challenges.</p> <p>Either:</p> <ul style="list-style-type: none"> <li>Create a reading challenge resource to be shared at reading night.</li> <li>or</li> <li>Develop a plan to be implemented at a later date: Create digital resources, and flyers to promote the weekly reading challenge and share school participation on the school's social media (i.e., bedtime story sharing).</li> </ul>
Prep welcome pack	Adapt above brochure and resource as appropriate to be included in Prep welcome pack	<p>Liaise with Belynda</p> <p>Adapt the brochure and reading challenge to be age appropriate for preps.</p> <p>Could create a spreadsheet of a '30 day reading challenge?' laminated for the pack and parents can share?</p> <p>Conduct research into effective resources to assist preps with their reading journey.</p> <p>Collect/create required resources for the prep pack.</p>

Date	Task	M	T	W	T	F
12 <sup>th</sup> Sep	Confirm plan	P & F meeting	Meet with Belynda	Expand plans.	Consolidate plans.	
19 <sup>th</sup> Sep Hols	Research	Research: reading night activities/assistive technology	Research: reading night brochure contents/layout	Research: reading challenge ideas	Research: digital and flyer promotions for upcoming events.	Research: prep pack
26 <sup>th</sup> Sep Hols	Development	Create a prototype of the reading night brochure, digital and flyer promotion.		Create a weekly reading challenge prototype (i.e., excel spreadsheet). Maybe one for high school and one for primary school?		Create a prep pack 30 day reading challenge and prototype of items to include in the pack.
3 <sup>rd</sup> Oct	Share draft resources for review				<i>Liaise with Belynda and Peta regarding the created prototypes.</i>	<i>Make necessary adjustments to the prototypes</i>
10 <sup>th</sup> Oct	Finalise plans for reading night Promote the reading night utilising the created resources.	P & F meeting: share prototypes.	<i>Make necessary adjustments to the prototypes</i>	<i>Make necessary adjustments to the prototypes</i>	<i>Make necessary adjustments to the prototypes</i>	<i>Make necessary adjustments to the prototypes</i>
17 <sup>th</sup> Oct	Reading night Prep pack	Attend the reading night	Begin creating resources for the prep pack (resources, brochures and digital promotions).  Finalise the reading challenge plans (i.e., excel spreadsheets and weekly digital promotions).	Continue	Begin creating the turn over plans and finalising.	Submit the turn over plans for the prep pack, and weekly reading challenge alongside their digital promotions.