Meeting Held At: OLOL LIBRARY

Date: Wednesday 31 August 2011

Commenced: 7:05pm

Prayer: Father’s Eyes, sung by Amy Grant – Artelle Lenthall

Present: Joanne Camilleri  Steven Jones  Paula Leadbetter
         Artelle Lenthall  Fonya Rotunno  Kathleen Faorlin
         Lisa Morales  Suzy Vera  Eliza Said
         James Said  Janet Spencer  Lisa Thompson
         Dana Wilton  Genevieve Ramachandran
         Simone Albion

Apologies: Andrea Khayat  Georgette Raad  Jenny Burgess
           Lesley Studans  Louise Newsome  Lynley Webb

Minutes of last meeting

Minutes of Meeting True and Correct
Moved: Joanne Camilleri
Seconded: Artelle Lenthall

General Business from last meeting:

Parish Morning Tea’s: Cakes for Sunday 28th August morning tea were donated by Stage 3 who held a graduation fundraising cake stall on 26th August. A thank you to all the parents who donated so many cakes that enabled us to share them with the Parish.

Kindergarten to host morning tea for Sunday 25th September.

Action: Publicity
Fathers’ Day Stall: To be held on Thursday 1st September. Wrapping & set up day was had on Wednesday 31st August. Everything all good and ready to go. Gifts between $1 & $10. Each year rotate order of classes when purchasing. A float will be required on the day.

Action: Dana Wilton & Lisa Thompson

Children with Allergies: Parent’s who have a child with allergies need to let the school know. This information can be filled out in the School’s enrollment pack and also when children’s information is updated yearly.

Action: Nil

President’s report

PRESIDENTS REPORT

Thanks for coming to the last meeting of the Term, time is flying by as usual and we are already at Week 7!

We as an OLOL community have a busy week and a half up ahead of us with plenty to do!

On Thursday, we have the Father’s Day stall, which has been organised by Dana and Lisa and I’m sure we will have some great gifts available to be bought by our children, going off the success of the Mother’s Day stall. If anybody can lend a hand during the day I’m sure the girls will appreciate it.

Then on Friday this week, there is the Father's Day Breakfast being organised by Paula and I’m sure will be as successful as all the others gone by. If anybody is able to lend a hand on Thursday afternoon with the set up of tables or Friday morning with the cooking and serving of food and then the clean-up, it would be greatly appreciated.

I would like to thank Dana, Lisa and Paula in advance for what I know will be 2 great events.

On Saturday, 10 September is the Spring Fair. There is a lot to do and as you know many hands make light work! If you are not already doing something at the Fair and would like
to, and many people would like you to, please come forward and lend a hand and join in the community spirit and let’s make it as successful as we can.

Prior to the big day, Georgette Raad has been selling tickets at Winston Hills Shopping Centre and we also have a few days organised for Seven Hills Shopping Centre also. Last weekend there were also 3 other families that helped sell tickets and this proved to be very successful with $750 in ticket sales made from Saturday and Sunday alone. The kids had a great time selling the tickets and explaining it was for their School and it was quite entertaining watching people not be able to turn away from the kids. Even though at some stages, we had to pull the kids back, as they were literally closing around people to drag them to the table! On this note, Georgette has asked for help with some volunteers who could sell some tickets on Saturday this week at Seven Hills and Friday next week at Winston Hills. You don’t have to be there all day, even if a few people could take on a couple of hours each then the whole day will be covered and it does go quite quickly.

We now have our very own Urn that the Parent Group has purchased and that has been put to use already for the Hot Chocolates. We only have a few more weeks to go and Popcorn will be sold on Mondays, with Hot Chocolate on Wednesdays and Corn on Fridays. I would like to thank all the parents that have been involved in helping out on each of those days and also helping out with the purchasing of stock as well.

Our first meal deal for the term was on the 19th August and a big thank you to Paula and Andrea for organising this meal deal.

Our second meal deal is going to be on Thursday, 22nd September which will be, by the children’s request, meatballs and pasta.

Friday morning breakfast is still going and I would like to thank Paula and all the mothers and fathers who turn up to set up, cook and serve and clean up and pack up.

Our next meeting will be the AGM in Term 4.

Thank you!
Principal/Assistant Principal’s Report:

Parent Group meeting
Assistant Principal & Principal’s report
31st August 2011

LEARNING

- 3 goals for 2011

Goal 1: Enhance the prayer life of students and staff

- Week of Service
- Assumption Mass – Holy Day of Obligation (other than Christmas day)
- Opening & blessing
- Year 4 RE assessment – Week 5 – part B
- Fathers’ Day mass (new Roman Missal responses)
- Leadership team – Formation – Beatitudes & place of Eucharist
- SDD – last Friday of term – Father John Sullivan – personal prayer life

Goal 2: Increase individual growth in Numeracy

- Numeracy block – Professional learning – Miriam Morris, Sally Biskupic, Ellie Coledan, Olimpia Pirovic
- Newman’s prompts
  1. Please read the question to me. If you don’t know a word, leave it out.
  2. Tell me what the question is asking you to do.
  3. Tell me how you are going to find the answer.
  4. Show me what to do to get the answer. "Talk aloud" as you do it, so that I can understand how you are thinking.
  5. Now, write down your answer to the question.

Goal 3: Increase individual growth in writing

- Voice of Youth school & cluster final
- Professional learning – NAPLAN marking accreditation
Additional:

- NAPLAN – arrival in schools 9th September (approx.)
- Netball Gala Day – 7 teams (most ever) – 2 undefeated, 1 lost only one game
- Zone & Diocesan athletics
- Chess day

COMMUNITY

- Fathers’ Day stall – thanks Dayna & Lisa & all helpers
- Fathers’ day breakfast – thanks to Paula & team
- Spring Fair
- Whooping cough – a number of children have been diagnosed – please read news’n’view for more details, please don’t send children to school if they are sick
- Parent Communication Survey – purpose to investigate ways of communicating with parents
- Permission notes – many parents note returning notes, too many phone calls to seek permission

STAFFING

- Number of staff taking long service leave
  - Cathy LSL last 2 weeks of this term – Amanda
  - Julianne LSL week 9 – Melanie
  - Michelle Hassos – School Counselor - Lynn

UNIFORM UPDATE

- Samples to look at – will be on display at various events
# OLOL PARENT GROUP TREASURERS REPORT

## Bank and Petty Cash Reconciliation 01/06/11 to 31/08/11

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
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<tr>
<td>09/05/11</td>
<td>Mothers Day Stall</td>
<td>$ 6451.25</td>
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<td>19/05/11</td>
<td>Hot Cross Bun Meal Deal</td>
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<td>30/05/11</td>
<td>Warm Bites Wk 1 &amp; 2</td>
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<tr>
<td>15/07/11</td>
<td>Cheese/Cheese &amp; Bacon Meal Deal</td>
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<td>15/07/11</td>
<td>Warm Bites – Term 2</td>
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## LESS Cheques Drawn

<table>
<thead>
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<th>Date</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>02/05/11</td>
<td>USB drive purchases x 2 and World Vision Postage</td>
<td>$ 16.60</td>
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<tr>
<td>04/05/11</td>
<td>Float for Mothers Day</td>
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<tr>
<td>04/05/11</td>
<td>Mothers Day Stall</td>
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<tr>
<td>02/05/11</td>
<td>Good Guys BBQ</td>
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<tr>
<td>07/04/11</td>
<td>Cross Country BBQ</td>
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<tr>
<td>02/05/11</td>
<td>Breakfast Programme</td>
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<td>04/05/11</td>
<td>Mothers Day Breakfast</td>
<td>$ 500.00</td>
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<tr>
<td>04/05/11</td>
<td>Audit fees (Younis &amp; Co)</td>
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<tr>
<td>13/05/11</td>
<td>BJ’s Disco</td>
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<tr>
<td>07/04/11</td>
<td>Iceblocks</td>
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<td>06/06/11</td>
<td>Scholastic Australia</td>
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<td>20/06/11</td>
<td>Seven Hills Florist</td>
<td>$ 35.00</td>
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## Closing Balance as per bank statement

$ 8863.76

### Outstanding Deposits

- Athletics Carnival $ 684.00
- Scholastic Australia $ 612.50

### Provisional Deposits

$ 1296.50

### Outstanding Cheques

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<td>26/05/11</td>
<td>Warm Bites and Parent Grp Misc items</td>
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<td>09/06/11</td>
<td>Warm Bites</td>
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<td>27/07/11</td>
<td>Seven Hills Florist</td>
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<td>27/07/11</td>
<td>Fathers Day Stall NRL Merchandise</td>
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<td>08/08/11</td>
<td>Fathers Day Out of pocket expenses</td>
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<td>08/08/11</td>
<td>Kristys Gifts</td>
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<td>24/08/11</td>
<td>Ltd Promotions</td>
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<td>24/08/11</td>
<td>Smart Fundraiser</td>
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<td>29/08/11</td>
<td>Fathers Day out of pocket expenses</td>
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### Provisional Withdrawals

$ 3453.16

### Provisional Balance (yet to be confirmed to statement)

$ 6707.10

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<tr>
<td>08/06/11</td>
<td>Reimbursement to Lynley Webb For Seven Hills Florist</td>
<td>$ 40.00</td>
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## Petty Cash Opening Balance as at 16/03/11

$ 202.60

Closing Balance as at 31/08/11

$ 162.60
Publicity Report: Nil

PRC: Nil

Correspondence

DDF statements page 103

General Business

Parish Morning Tea’s: Every 4th Sunday of the month. Each year – Kinder, 1, 2, 3, 4, 5 & 6 to be allocated a morning tea to co-ordinate. Artelle Lenthall is our current co-ordinator for this year. A newsletter needs to be sent out later this year asking for new co-ordinators from each year to run these morning teas.

Action: Publicity

Meal Deals & Friday Breakfast: Volunteers are need for these to continue. A newsletter to be done and sent out asking the above.

Meal deal for Thursday 22nd September – Meat balls & pasta.

Chicken burger meal deal - $281-60 profit.
Carnival sausage sizzle - $684-00 profit.

Action: Publicity

Mini Fair: It has been suggested that a Mini Fair be held in the off year to the Parish & Schools Spring Fair. To be held on a Friday afternoon from 3pm to 8-30pm in September 2012. Just have rides, BBQ, food vans & show bags. Make it a carnival atmosphere. Need to check that such an event would not clash with Parish and the Jubilee Celebrations. To be discussed early 2012.

Action: Joanne Camilleri

Purchase Urn: An Urn has been purchased by parent group at a cost of $280-00.

Action: Nil

School Disco 2011: Term 4 - week 2 – 21st October.

Action: Paula Leadbetter & Andrea Khayat
**Budget:** A budget has been prepared by Artelle Lenthall, this will be updated as needed. We are currently on target. Parent Group account is in credit.

**Action:** Updates as required – Artelle Lenthall

**Parent Group Handbook:** To contain a welcome to parent group. Who are the parent Group and what they do. Executive committee rolls and sub-committee rolls. Plan of events, when to send notes and how to go about it. A glossary of terms used by parent group and the school.

**Action:** Artelle Lenthall

**Year 6 Graduation:** Cake stall held 26\(^{th}\) August raised $497-00. Excess cakes donated to Parish morning tea for 28\(^{th}\) August.

22\(^{nd}\) September – cake stall – to be held during recess as there is a meal deal for lunch. 18\(^{th}\) November – cake stall – to be held during lunch.

Term 4 – Ice blocks to be sold.

**Parent Group:** Term 4 – sell jelly in a cup. Not to clash with year 6 graduation fundraising.

**Grants:** Telstra offers grants which could be used to purchase gazebos, bench seats, music equipment, etc. James Said to let school know when application for grant is available.

**Action:** James Said.

**Spiritual Garden:** This was a gift to the school by the year 6 students many years ago in memory of ex student Cameron Jones. This garden was located in the far right hand corner of school play ground. The Grandparent’s of Cameron Jones were involved in the construction of the garden. It would be nice if the spiritual garden could be reinstated and a plaque put in it in memory of Cameron Jones.

**Action:** Steven

**First Aid Kit:** First aid kit at netball gala day had no antiseptic or wipes in kit only band-aids. Antiseptic or wipes are not allowed in the kit only band-aids allowed. A first aid officer is allocated to each event for emergencies.

**Car Park:** All parents are responsible for safety in the car park. If anyone is observed doing something dangerous in the car park please hand in details of persons name or rego number to front office so that the matter can be dealt with appropriately.
**School & Learning:** Drama lessons – this is not offered as it would be an additional cost to parents. School Choir - Steven will consult with Andrew in regards to extending the choir to include children from Kinder, year 1 & year 2.

Could local High School students give back to us, as their feeder schools by teaching our students drama & music?

Patrician Brothers give back by assisting our teachers with the gross motor skills program.

Nagle College students cannot help as they are required to return to school to catch buses for home and therefore do not have sufficient time to assist.

Music/Band can this be offered as an after school activity. Suggest a survey be done to see if people are interested. Genevieve Ramachandran & Dana Wilton to meet with Steven to discuss this.

**Reading Program:** Parents and educators assist with classroom reading. Children that are struggling are they given one on one support and are the bright children challenged.

Reading recovery is a program which offers one on one support. If used by the school this program can only support 4 children out of the whole school and is half an hour per week for 20 weeks.

The school supports all children as needed.

Is the class too big – No, if there is a drop in the number of children in the class then this will affect the number of learning support teachers that can be used.

It was suggested to run an information night on how staffing and learning works within the school.

**Meeting closed at:** 9-23pm  
**Next Meeting:** 26 October 2011 - term 4 week 3 – general meeting & AGM  
**Time:** 7pm  
**To be held in:** School Library