



<i>Meeting title</i>	Annual General Meeting
<i>Date, time and place</i>	Monday 18th November 7 - 8.30pm Staff Room
<i>Chairperson</i>	Rebecca Whelan
<i>Minutes</i>	RonnieTucker
<i>Executive Committee</i>	<p>Principal: Darren Gibbons (Principal) President: Rebecca Whelan Vice President: Donna Abu-Elias Treasurer: Maureen Puopolo Secretary: Ronnie Tucker Gardens: Justin Magro Social Officer: Cindy Taylor Fundraising Officer: Brandy Magro Family Engagement Learning Leader: Belinda Bartolo</p>
<i>Apologies (Executive Committee)</i>	Brandy Magro, Donna Abu-Elias, Belinda Bartolo
<i>Ordinary Members</i>	Brendan Halloran. Fay Forde, Gina Magro, Megan Johnson, Sharon Hobson, Joel Favaro, Liz Hanson, Michale Ozbun, Melissa Bartolo. Teresa Prismall.
<i>Apologies (Ordinary Members)</i>	Brendan Halloran, Bridget Halloran

Agenda items, Discussion and Status

Presenter	Description	Discussion	Decision and action
Rebecca (President)	Welcome	Welcome to all present, some new faces so welcome	
Rebecca	AGM Reports- <ul style="list-style-type: none"> • Review reports and accept reports -President -Fundraising -Social/Pastoral -Treasurer -Gardens 	Previous AGM Minutes: Please see report below Accepted: Rebecca Whelan Seconded: Maureen Puopolo	PASSED
		Presidents Report: Please see report below Accepted: Rebecca Whelan Seconded: Maureen Puopolo	PASSED
		Fundraising Report: Please see report below Accepted: Rebecca Whelan Seconded: Maureen Puopolo	PASSED
		Social/Pastoral Report: Please see report below Accepted: Rebecca Whelan Seconded: Maureen Puopolo	PASSED
		Treasurer Report: Please see report below Accepted: Rebecca Whelan Seconded: Maureen Puopolo	PASSED
		Gardens Report: Please see report below Accepted: Rebecca Whelan Seconded: Maureen Puopolo	PASSED
Darren	Nominations for positions for 2020	Rebecca spoke about the main jobs of the president. President: Maureen: Nominated by Rebecca Whelan, Seconded by Ronnie Tucker Vice President: Melissa Bartolo: Nominated by Rebecca Whelan, Seconded by Maureen Puopolo Secretary: Ronnie: Nominated by Rebecca Whelan, Seconded by Maureen Puopolo Treasurer: Gina: Nominated by Rebecca Whelan, Seconded by Cindy Taylor Social: Fay Forde: Nominated by Ronnie Tucker, Seconded by Cindy Taylor	President: Maureen Puopolo Vice President: Melissa Bartolo Secretary: Ronnie Tucker Treasurer: Gina Magro Social: Fay Forde Fundraising: Cindy Taylor

		<p>Fundraising: Cindy: Nominated by Rebecca Whelan, Seconded by Maureen Puopolo</p> <p>Gardens / Maintenance: Justin: Nominated by Rebecca Whelan, Seconded by Maureen Puopolo</p>	
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P&F PRINCIPAL'S REPORT

AGM 18th November 2019

On reflection, 2019 was a consolidating year for the Parent and Friends. A year where we could consolidate and 'catch our breath' after an extremely successful return of the school Fete. It has been the small but passionate members of The P & F that planned events celebrating our community connections at Queen of Peace.

I particularly would like to thank Rebecca Whelan for taking on the role of President and the other members of the Executive committee: Donna, Maureen, Ronnie, Brandy, Cindy and Justin. This group clearly demonstrate the benefits of having families in the community who are willing to put their hands up to do things for the benefit of the school and the children. There is a strong sense of community amongst many of our families.

There have been some great fundraising activities this year that have been run expertly by those who were in charge. Through a fear of missing one out, I won't mention them all. I do however want to say thank you to all who organized a fundraising event this year and thank you also to those who jumped in and helped. It has been fantastic to see just how many families have put their hands up this year to help out with the various events that have taken place. Without these people we would not be able to run the activities. I know not everyone who has helped is here tonight, but I hope those here will pass on my thanks from the staff and children.

This year the Parents & Friends, through their fundraising efforts, have made it possible for us to impact our children's learning with the purchase of readers for the junior levels, Spheros and Stylus' for the middle school and a Resilience program for the senior school. The school has also recently ordered contemporary furniture from funds last years 'Fete' funds, enabling the school to fill our new learning spaces with furniture that is flexible, adaptable and stimulating. This furniture will arrive in January and will be in place for the beginning of the school year in the new 3/4 learning space.

Building update

The capital works project at Queen of Peace Primary School addresses the Stage 1 project objectives that were identified in the Masterplan Report dated September 2016 as approved by the school. The Schematic Design phase of the project has proceeded on the basis of the Stage One scope of work identified in the Masterplan Report and involves the following:

1. Construction of a new administration wing to the front entry of the school – completed in July
2. Refurbishment of existing learning centre – 3 /4 are to be completed early December,
Prep – to be completed April 2020
3. Re-purposing existing administration area to create new resource space – Completed September
4. Rationalisation of existing circulation and outdoor learning spaces Project scope includes external works, services, soft and hard landscaping and the provision of external outdoor learning and play spaces – to be completed by April 2020

The year itself has been a busy one. Parents and families are the most important factor in a child's development. The school, whilst an important part, is not the only place that our children learn. The partnership that we build over the children's years here is a vital and important part of the children's education. I look forward to continuing to build this partnership.

Once again I would like to thank all of you for your commitment, enthusiasm and drive this year. I highly recommend that those here consider to take up one of the roles on offer and leave your mark in 2020. The children love having their parents working in the school and so do I. I look forward to working with the Parents and Friend again next year to continue to build our fantastic community.

Darren Gibbons

Principal



Queen of Peace Parish Primary School

Parents & Friends



2019 President's Report

2019 was a year that saw the P&F undertake new initiatives to continue to foster a sense of community at QOP while also fundraising for school resources. The outdoor movie night earlier in the year and the Colour Explosion were two such events that brought the school community together. Events such as these have an intangible benefit in boosting school spirit among children, caregivers and school staff.

The notion of school and family engagement was promoted by the inaugural Question and Answer Session with the Principal. This initiative was well received with many questions coming from the school community and many coming to hear the responses from Darren and Michael at a general meeting. This session gave insight into school policies on Curriculum, Behaviour Management, Homework policies, Staffing and Communication with answers circulated to the whole school community through the newsletter. I would like to once again acknowledge the efforts of Darren and Michael in preparing their responses and the presentation on the night. Pathways such as the Q&A session and the Uniform Survey aim to remove barriers that may prevent the wider school community who may be unable to participate in P&F meetings from being informed and having the ability to be heard .

Fundraising activities this year helped fund teacher driven resource requests such as readers for the junior levels, Spheros and Stylus' for the middle school, Resilience programs for the Senior school and a commitment to contribute to the refurbishment of the new learning spaces when completed.

This year also saw the induction of some new faces not only to the Executive Committee but to the General Meetings. New faces and involvement at this level is vital for the continuation of P&F. Going forward this is a challenge as many executive members are nearing the completion of their time at QOP. I personally believe there is a strong place for the P&F at QOP to continue to help strengthen the school

community spirit through engagement as well as fundraise to supplement the resources available to the teachers and children to enhance their learning opportunities.

I would like to take this opportunity to thank all those in the school who in some shape or form have supported, participated and got behind the events of the year. Without each individual's help none of these initiatives would be a success, So thank you for volunteering your time, reading all of our notes, participating in surveys, asking questions and financially supporting the events. We are truly lucky to have a great community at QOP.

I would also like to take this time to sincerely thank the P&F team for their commitment and efforts this year, It has been an absolute pleasure working with the following people with a common goal at hand:

Donna Abu-Elias (Vice President)

Maureen Puopolo (Treasurer)

Ronnie Tucker (Secretary)

Brandy Magro (Fundraising Coordinator)

Cindy Taylor (Social Coordinator)

Justin Magro (Gardens & Maintenance Coordinator)

Fay Forde

Bridget Halloran

Brendan Halloran

Gina Patterson

Thank you also to the teachers who are supportive of all of our events. A big thank you to the office staff who are at the forefront of all of our communication with the school. And lastly, but by no means least, I would like to sincerely thank Darren and Michael for being open to taking on these initiatives and throwing their support behind the P&F.

Rebecca Whelan



Fundraising Report 2019

The 2019 fundraising year saw the return of some favourite fundraisers, and also the introduction of two new events. This led to a total amount raised of \$16437.73.

The year began with our always popular Hot Cross Buns, raising a total of \$537.20. This year the volunteers powered through the cutting and buttering of buns, which were very gratefully received by the students!

The mother's day stall followed, raising \$1301.69, a slight drop to the previous year's effort.

As election day approached, QOP took the opportunity to host a BBQ outside the voting area. This was a first for the school, and the volunteers brought in \$517.70. Sausages in bread, and egg and bacon rolls were on offer, with the egg and bacon proving to be the most popular. A small cake stall may also be worth adding to any future election day BBQ for some added fundraising.

Another first for QOP was the visit from the COON Toastie Truck. We were lucky to book this in for the colder months and the lovely warm toasties to our advantage. As a rough estimate, with approximately 450 students, a total number of 327 toasties were cooked and served. This raised a total amount of \$917.00. As the truck will only visit premises once a year, we should forward plan this for 2020, and hope for another successful result.

The hugely popular school disco followed, raising a total of \$3242.45. With plenty of volunteers, and plenty of students attending, the evening was another huge success!

September brought the regular Father's Day stall with a total amount of \$1642.40. There were a great range of items, although volunteer numbers were not as strong as previous years.

Another new event for QOP in 2019 was the Colour Explosion run. The lure of getting showered with coloured powder, and the lovely weather on a Friday evening raised a total of \$8279.29! The students were thrilled to see just how rainbow coloured they ended up, and photos taken on the day showed plenty of big toothed smiles!

A large thank you to all our new and regular volunteers, staff and committee members. Your support continues to keep some very great events running for our children.

In 2020, I believe it would be beneficial for the Fundraising and Social committee members to convene once a month/term, as these roles are very closely linked and if combined, could see some amazing new events brought to QOP.

Brandy Magro
Fundraising Officer 2019



SOCIAL REPORT 2019

During 2019 we had several events. The first being the Prep Welcome BBQ at the start of term 1. Held on the 11th it was a nice warm night with a great turn out in numbers.

New for 2019 was our Open Air Cinema held on Thursday 4th April a chance for us to give back to our school families. Peter Rabbit was our feature film. We raised money on the night for the Royal Childrens Hospital via gold coin donation. It was a fun night and we received great feedback from the school community. And thanks to Sweeny for sponsoring the event.

Craft Afternoon was another social idea/event organized by Faye Ford. Taking place on Friday afternoon in the art room during May and June/July. During these times cards for the Mothers day and Fathers day were made and then sold at the stalls.

Some events didn't take place for example the 80 night disco due to lack of interest. I believe it would be beneficial to pre-organize as many events as possible prior to the the first P&F in 2020 by creating an Events calendar now for at least the first two terms of the coming year. I also believe that Social and Fundraising members would benefit by meeting monthly as both roles/positions are linked together.

I would like to thank everyone, our volunteers, school staff/teachers and committee members for their continued support during the year.

Regards,
Cindy Taylor.
Social Coordinator.



Treasurer's Report 2019

2019 was a big year of giving back to the QOP community. We also raised a significant amount of funds through some new and exciting events.

In 2019 we raised a total of \$16,437.73. The largest fundraiser was the colour explosion raising more than half of this amount with a net total of \$8,279.29.

Payments of \$40,086.02 were made towards the year books for 2018 and 2019; prep BBQ; movie night; crafternoons; fitkicks resilience program; literacy; Spheros and stylus payment; as well as a \$10,000 contribution towards the refurbishment costs. What a record year for giving back to the school community!

And despite all this spending, the forecasted closing bank balance is \$20,700.99. So still a healthy balance to be used in 2020.

A detailed split of the funds raised from each event is included in the "2019 Year Summary" tab of the attached Bank Reconciliation file.

Thanks

Maureen Puopolo

Treasurer



Gardens & Maintenance Report 2019

2019 saw the continuation of the building works at QOP. As this was scheduled to happen in different areas of the school, it was decided early in the year that there will not be any need for garden and maintenance works in 2019.

All areas of gardens and maintenance will be revisited in early 2020.

Justin Magro

Gardens & Maintenance Coordinator 2019