

In attendance:

Bradley Hall
Vanessa Hollis
Jan Morey
Reagan Seldon
Caroline Smeaton

Apologies:

Anna Turnbull
Karen Wallace
Minna Watson
Len Doo
Tony O'Mahony
Natalie Turner

Approval of Previous Meeting Minutes: No minutes from meeting held 25 September 2018

Next PS&F Meeting: Tuesday 27 November 2018 – time TBA

1. Head of School Update

- Request to pay charter bus fees for the middle school camp which was a great success
- Junior school's gardening program is continuing with basil planting today, kids are returning to school really excited about using their ingredients
- Senior school will be completing outdoor activities with Ambrose Treacy College this Friday afternoon. The school will be sending a bus to the collect the students and take them to the school.
- Ambrose Treacy also donated \$2000 to the TGS to purchase equipment for senior school – donation will be used to purchase large outdoor games
- The Lunch for Language was a great success raising approximately \$10,000
- So far, profits have been spent on sewing machines and an overlocker for the students sewing classes
- Once determined, purchases will be made for the other three levels
- Signed personal learning plans are now due back from families
- Jan presented a new A3 size term calendar, the annual calendar will continue to be used at the start of the year

2. Awards Night

- The TGS awards night has been scheduled for 5 December 2018 at the Fig Tree Pocket Hall
- The PSF will run drinks and cheese platters between 6 and 6.30 before the event
- EC kids will be finishing school at 12:45pm and are to be back for 6pm with their teachers
- Jan is expecting up to 300 attendees
- A leaver's assembly will also be held that same day in the morning for children and families transitioning / graduating from TGS
- Discussed that the awards night would be a good opportunity to say thank you to Brad as he departs from the PS&F President role

3. Planning for 2019

- Discussed preference for scheduling social / fund raising events in the first half of the year to avoid people not attending due to fatigue and busy schedules later in the year

- with exception of awards night, school concert and proposed father and son sausage size in September for father's day
- Other events to include Mother's day morning tea for Wednesday prior to Mother's Day
- Nat will be on maternity leave from 23 November – her role will back backfilled
- Discussed cancellation of end of year event (previously scheduled for 24/11) due to over-engineering scope and purpose
- Movie night to be scheduled term 1

4. Treasury

- In the absence of Tony, Vanessa has paid bills that have come in by cheque for his reconciliation
- The PS&F cheque book and paid bills has been left at reception

5. Tasty Tuesdays / Tuckshop in 2019

- Reagan advised that Why Cook will offer morning tea options to be charged at \$3.50 each, these will be offered as a trial for one month
- Following Reagan's resignation as Tasty Tuesday convener, Vanessa met with Fig Tree Pocket Tuckshop Convener Annette who has passed on details for their sushi supplier suggesting this might be a good option
- Orders can be made one line, supplier delivers and the meals are estimated cost is between \$6 - \$10
- The orders need to be placed the night before and will be delivered to the school
- This would be on a week to week basis rather than start of term coordination
- Annette has also offered to share their drink supplier contacts.
- If their tuckshop were to engage in a reciprocal arrangement they would expect, TGS to offer a volunteer three hours per week to assist them
- Annette was adamant that their Tuckshop is only successful because there is a paid convener
- Vanessa suggested that we consider funding a convener and including them as part of the PS&F structure going forward
- Reagan queried potential for offering a cooking school for the kids noting that the café / kitchen is underutilised

6. PS&F Membership

- Discussed a range of options for attracting more PS&F members including changing up meeting times or visiting staff meetings at the school
- Reagan suggested meeting before school pick up for 1.30pm
- Plan to provide information to new families entering TGS in 2019 including provision of a PS7F info sheet in welcome packs
- Volunteer morning tea scheduled for 21 November after assembly is another option for meeting with families and friends on the TGS to recruit PS&F members
- As Brad's son Nate will be transiting out of TGS, he will be retiring from his role as President
- An AGM meeting required to determine new team and recruit new President
- Jan noted that there has been really limited buy into the parent rep network
- Similarly attendance at community seminars has dropped off this year

7. New Action Items

- Vanessa to pay invoice for school camp bus charter
- Regan will look into what drinks are left over and what can be on offer on the award night, Caroline to help with service
- Vanessa will organise cheese platters
- Jan to advise Awards Night RSVP's for catering

- Brad to prepare a speech for Awards night as the outcome president, Jan also suggested an inclusion re PS&F in general in the next newsletter
- Vanessa to draft a voting email to be sent out to families gauging interest in sushi lunches for 2019 including a link to supplier's menu

Meeting Closed by Bradley Hall 8.20pm