



Minutes of Meeting
Mater Dei Parents & Friends Association
2 May 2011

Date / Time:	Monday 7 March 2011 – 7pm to 9 pm
Attendees:	As per Attendance Book
Apologies	Gary Saunders, Anne Adam, David Leadbeatter, Tracey Jones, Sam Giles, Sister Jeannie, Debbie Gates
Minutes:	Trish Hedges

Agenda Item	Description	Action Required	Responsibility of
Acceptance of previous minutes	Minutes accepted by Steve Weatherly		
President's Report	No report. Apologies from President re inability to attend		
Secretary's Report	No correspondence in or out other than in relation to Country Fair and this will be reported on at Fair Sub committee meeting. Secretary reminded committee members that grants are to be applied for and if committee members have ideas re what these grants can be used for to please forward ideas to secretary via student diaries		
Treasurer's Report	Balance in bank account remains the same. P&F will cover costs associated with Mother's Day Stall.		
Canteen	It is planned for the canteen to resume operations in June after the pupil free day		
Country Fair Update	<p>Next meeting scheduled for 16/5/11. Di Beers will be forwarding an update via school newsletter.</p> <p>Trish Hedges raised idea that P&F nominate items to which funds raised will be used so that this can be included in donation request letters. One suggestion was interactive whiteboards.</p> <p>Country Fair Data Base: Karen Witherspoon has kindly volunteered to compile a data base re the Fair. Anyone with information/contacts which need to be included for future reference can start forwarding this information to Karen.</p>	Mater Dei School to consider how funds (estimate \$20,000 may be spent)	Mater Dei Executive

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Principal's Report	<p>Classes should be in new classrooms by 30.5.11. Some fit out still to be completed.</p> <p>Update re school uniform: progress is being made regarding improvements accessing uniforms.</p> <p>In Term 2 - teachers will be sending out an information sheet detailing what each class is working on this term. The aim of this is to increase parents' understanding of their child's learning program.</p> <p>Futures Directions Document: Mater Dei will be seeking input from parents/carers regarding this and Tony wishes to establish a P&F sub-committee to gather information from parents/carers and provide input into this document. Tony spoke about the importance of parents/carers providing feedback and the importance of engaging parents/carers in consultation. P&F to have discussions regarding this sub-committee and nominate a committee</p>	Nominate sub-committee members and notify Mater Dei re membership	Mater Dei P&F
P&F link on school web-site	Debbie Gates has organised for this to be attended to. There will be a specific P&F email address and P&F logo.		
First Aid Course	The option of offering a parent /carer focused first aid course is being explored. This would be offered after 16 June and offered in the day. Information regarding this will be included in school newsletters.		
Social Calendar	Mater Dei Family Picnic/BBQ to be on 22/5		
P&F Constitution	Feedback has been provided re suggested amendment to current constitution. Steven Weatherly has volunteered to incorporate suggested changes and present at next P&F. It was agreed that this would be called the Mater Dei P&F Charter.	Steven to circulate amended "charter" to P&F committee for comment prior to next scheduled meeting	