



St Paul's Catholic Primary School

Parents and Friends Meeting

Minutes

Date:	13 August 2025
Time:	7pm
Prayer and Welcome:	Michael Reardon, Sheereen Brunetta
Attendees:	Michael Reardon, Sheereen Brunetta, Renee Stanley, Cordell Milne, Josh Taylor, Sarah Brown (minutes), Brian Campbell, Alishia Waring, Clare Slattery, Jackie Lonsdale, Chris Lonsdale Zoom: Amy Ditcher, Noreleen, Lorraine Halim
Apologies:	Leslie Meiklejohn
Minutes from previous meeting read and confirmed by:	Alishia Waring
IMPORTANT DATES (P&F RELATED)	
Once per term	P&F meetings held once per term – check Compass for notices

- Grey shaded items in minutes are completed and will be removed.
- New items to be raised for next meeting should be sent to pandfstpaulscamden@gmail.com by the Friday before the next meeting, otherwise items may be carried over to the meeting after.

PRINCIPAL'S REPORT – August 2025

- Grandparents Day – great success, appreciation extended, nil negative feedback, 3-4 messages with positive feedback received
- Catholic Club annual mass attended (acknowledged Catholic Club's support of the school, including with the purchase of solar panels, climbing equipment)
- NAPLAN – results indicate a need to focus on maths application to prob solving; refocus on home reading for years 3-6, and refocus in classrooms on small group instruction (comprehension, small group instruction), letters to be sent to parents
- NESA coming to audit processes, curriculum, behaviour, wellbeing, discipline (this Friday), to ensure compliance
- Lego tables – appreciation extended to P&F for recent refresh
- 'Tell them from me' data – students are overall very well adjusted

PRESIDENT'S REPORT – August 2025

- Fete thank you dinner – successful and well attended by stallholders
- Truth, Love, Faith awards – parent morning tea: success
- Improvements for future events: nil
- Grandparents & Great People Day: success, support and assistance received from SSOs and teachers was greatly appreciated
- Improvements for future events: additional catering for 2026, timing worked well with more time to setup in the morning. Will need to consult Fr Michael's calendar to confirm timing for 2026
- Lego tables: complete, generous donations of Lego bricks received from families
- New signage (playground game rules, buddy bench): complete, Mrs Fielding to confirm content and placement of additional signs required

TREASURER'S REPORT – attached

Note: For reporting periods ending 31 May, 30 June, 31 July 2025

- Added \$5 000 to Term Deposit
- Of note: Mothers Day stall income, fete income and expenses
- Fathers Day stall gifts paid
- Additional decisions to be made in December 2025
- MR deeply grateful for the P&F support of technology hardware

Correspondence In and Out

- Camden Council – Invitation to participate in community engagement about John Street precinct upgrade plans

GENERAL BUSINESS – IN PROGRESS

Item & Action required	Person Responsible	Date Due
Cystic Fibrosis awareness day – 12 September (red balloons, red accessory), 30 min practical lesson in the hall for each grade, delivered by Jackie and Chris Lonsdale. This will not be a fundraiser as core fundraising already in place. Appreciation of school support extended by Lonsdale family, shared present challenges and the need to raise awareness and financial support for the specialist multidisciplinary clinic.	S Brunetta/R Stanley	Complete
R U OK? Day – alternative suggestion following discussion of desired outcome: information evenings for parents about wellbeing; some staff are already attending programs about wellbeing. MR to investigate available options.	M Reardon	End of Term

Truth, Love, Faith awards – P&F will continue to provide morning tea for parents of award recipients; nil changes.	S Brunetta	Complete
Lego tables – Lego tables refreshed using family donations and P&F funds; buddy bench and sporting signs also updated using P&F funds as part of the playground refresh	R Stanley	Complete

GENERAL BUSINESS – NEW

Item & Action required	Person Responsible	Date Due
Half yearly reports – are mid year comments possible? No, due to template provided by the system. Feedback will be provided to the system. Will ensure that teachers continue to provide comments in person	NA	
Clothing Pool – consider a casual pool of parents willing to staff the clothing pool, and minimise/prevent closure at short notice, due to the inconvenience this causes parents, and to ensure the service remains available as scheduled. Also consideration of opening on additional days eg. end of week? Sign on door with opening hours and emailing orders + compass alert about emailing orders + open on additional days	R Stanley	September 2025
School Band – operated by Bandemonium (external company), student feels unsupported as only 2 performances in 18 months, and retention is low. Ideal outcome: more regular performances, sign about the band in the hall where they practice, continued recent improvements (merit system, regular reports), open practice for parents during Mother's Day/Father's Day events. Clare Slattery agreed to contact Bandemonium, cc MR and P&F; and investigate other school band services	C Slattery	September 2025
Student leaders – 9 total, nil sports leaders for numerous years	NA	
Book Fair – setup today; compass alert; roster of volunteers prepared	R Stanley	Complete

GENERAL BUSINESS – DEFERRED

Item & Action required	Person Responsible	Date Due
Nil		

P&F CALENDAR

Please note, these dates are estimates only.

All confirmed dates will be sent on Compass or in the Newsletter.

13 – 26 August 2025	Book Fair
Friday 22 August 2025, 2.20pm	Book Week Parade
Thursday 4 September 2025	Father's Day gift stall – gifts all purchased
12 September	CF Day 'wear it red' + education sessions throughout the day
Monday 8 September 2025 8.30-9am	Donuts with Dad – Krispy Kreme donuts purchased, props onsite, coffee van on top playground, open band practice
Friday 24 October 2025	School disco – DJ booked
Tuesday 16 th December 2025 6pm-7.30pm	Christmas Concert

CLOSE MEETING: 8.30pm

Next Meeting: TBC, November 2025 (Term 4)



St Paul's Primary School

P & F Association

TREASURER'S REPORT

For the period ending 31 May 2025

The St Paul's P & F Association has a year-to-date net profit of **\$107,383**. This is made up as follows:

INCOME

Easter Raffle	\$7,428
Fete Income	\$127,218
Fete Sponsorship	\$22,750
Interest Income	\$1,006
Mother's Day Stall	\$5,735
Uniform Income	\$24,456

Total Income	\$188,595
---------------------	------------------

EXPENSES

Accounting/Audit Fees	(\$550)
Bank Merchant Fees	(\$1340)
Fete	(\$20,074)
Fete- Rides	(\$15,930)
Fete- Stalls	(\$7,145)
Fete- Raffle	(\$1,400)
Fete- Showbags	(\$2,040)
Food and Drink	(\$1,620)
Maintenance	(\$1,687)
Morning Tea (TLF)	(\$60)
Community Connection Event	(\$2,979)
St Paul's Library- Lamont Books	(\$2,991)
Easter Raffle	(\$487)
Mothers Day Gifts	(\$6,584)

Gifts and Flowers	(\$1,066)
Uniforms Purchased	(\$11,925)
Carols Night	(\$1,643)
Total Expenses	(\$81,211)
NET SURPLUS (DEFICIT)	\$107,383

BANK ACCOUNT BALANCES

P&F Main Account	\$28,474
P&F Uniform Account	\$17,487
P&F Fete Account	\$135,983
Term Deposit	\$51,318
TOTAL FUNDS	\$233,262

ST PAUL'S 2025 COMMITMENTS

To be agreed on:

	Budget	Spend	Balance Remaining
Computer and IT equipment	\$20,000	\$0	\$0
Library Standing Order Subscription	\$4,000	\$0	\$0
Yr 6 Crosses	\$1,000	\$0	\$0
<i>Other amounts to be assessed on needs basis</i>			
TOTAL	\$25,000	\$0	\$0

OTHER



St Paul's Primary School

P & F Association

TREASURER'S REPORT

For the period ending 30 June 2025

The St Paul's P & F Association has a year-to-date net profit of **\$33,564**. This is made up as follows:

INCOME

Easter Raffle	\$7,428
Fete Income	\$147,218
Fete Sponsorship	\$23,600
Interest Income	\$1,006
Mother's Day Stall	\$5,735
Uniform Income	\$25,341

Total Income	\$210,357
---------------------	------------------

EXPENSES

Accounting/Audit Fees	(\$550)
Bank Merchant Fees	(\$1,576)
Father's Day Gifts	(\$4,379)
Fete	(\$50,474)
Fete- Rides	(\$25,930)
Fete- Stalls	(\$7,145)
Fete- Raffle	(\$1,400)
Fete- Showbags	(\$2,040)
Food and Drink	(\$1,620)
Grandparents Day	(\$3,663)
Maintenance	(\$1,687)
Morning Tea (TLF)	(\$340)
Community Connection Event	(\$2,979)
St Paul's Library- Lamont Books	(\$2,991)

St Paul's Computer Supplies	(\$25,919)
St Paul's Other Equipment	(\$704)
Transfer to Main Account	(\$20,000)
Easter Raffle	(\$487)
Mothers Day Gifts	(\$6,584)
Gifts and Flowers	(\$1,066)
Uniforms Purchased	(\$11,925)
Carols Night	(\$1,643)
Total Expenses	(\$176,793)
NET SURPLUS (DEFICIT)	\$33,564

BANK ACCOUNT BALANCES

P&F Main Account	\$14,182
P&F Uniform Account	\$17,491
P&F Fete Account	\$76,450
Term Deposit	\$51,318
TOTAL FUNDS	\$159,442

ST PAUL'S 2025 COMMITMENTS

To be agreed on:

	Budget	Spend	Balance Remaining
Computer and IT equipment	\$20,000	\$20,000	\$0
Library Standing Order Subscription	\$4,000	\$4,000	\$0
Yr 6 Crosses	\$1,000	\$0	\$0
<i>Other amounts to be assessed on needs basis</i>			
TOTAL	\$25,000	\$24,000	\$0



St Paul's Primary School

P & F Association

TREASURER'S REPORT

For the period ending 31 July 2025

The St Paul's P & F Association has a year-to-date net profit of **\$30,328**. This is made up as follows:

INCOME

Easter Raffle	\$7,428
Fete Income	\$147,218
Fete Sponsorship	\$23,600
Interest Income	\$2,188
Mother's Day Stall	\$5,735
Uniform Income	\$25,881

Total Income	\$212,051
---------------------	------------------

EXPENSES

Accounting/Audit Fees	(\$550)
Bank Merchant Fees	(\$1,686)
Father's Day Gifts	(\$4,379)
Fete	(\$50,913)
Fete- Rides	(\$25,930)
Fete- Stalls	(\$7,145)
Fete- Raffle	(\$1,400)
Fete- Showbags	(\$2,040)
Food and Drink	(\$1,620)
Grandparents Day	(\$7,005)
Maintenance	(\$1,687)
Morning Tea (TLF)	(\$960)
Community Connection Event	(\$2,979)
St Paul's Library- Lamont Books	(\$2,991)

St Paul's Computer Supplies	(\$25,919)
St Paul's Other Equipment	(\$704)
St Paul's Sports Equipment	(\$416)
Transfer to Main Account	(\$20,000)
Easter Raffle	(\$487)
Mothers Day Gifts	(\$6,584)
Gifts and Flowers	(\$1,066)
Uniforms Purchased	(\$11,925)
Carols Night	(\$1,643)
Total Expenses	(\$181,722)
NET SURPLUS (DEFICIT)	\$30,328

BANK ACCOUNT BALANCES

P&F Main Account	\$5,233
P&F Uniform Account	\$17,493
P&F Fete Account	\$76,017
Term Deposit	\$57,463
TOTAL FUNDS	\$156,206

ST PAUL'S 2025 COMMITMENTS

To be agreed on:

	Budget	Spend	Balance Remaining
Computer and IT equipment	\$20,000	\$20,000	\$0
Library Standing Order Subscription	\$4,000	\$4,000	\$0
Yr 6 Crosses	\$1,000	\$0	\$0
<i>Other amounts to be assessed on needs basis</i>			
TOTAL	\$25,000	\$24,000	\$0

OTHER

\$5,000 was invested into the TD.