

MINUTES P&F AGM

Meeting held at St Paul's Lutheran Primary School on Tuesday 16
March 2021 at 3:15pm.

AGM

1. Opening of Meeting

3:25pm.

2. Opening Devotion & Prayer

Anton Prinsloo on behalf on Lyndel Miles – Seasons of Life.

3. Attendees

Elizabeth Wilson, Alisha Robinson, Rose Mailau, Vickki Lamb, Judy Crawford-Roby, Rebekah Payne, Kalon Payne, Emma Duggan, Michelle Cox, Mike Neldner, Jenna Poetschka, Maria Shofay, Tanya Robinson, Tienielle Kirby, Angela Hannant, Sam Hammond, Anton Prinsloo, Sam Beaman, Ian Bloxham.

4. Apologies

Alicia Smith, Lyndel Miles, Damien McAndrew.

5. Minutes from Previous AGM

That the minutes be accepted: moved by Jenna Poetschka, seconded by Tienielle Kirby.

6. Business Arising from Previous AGM

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7. Reports

Presidents Report - Attached

Principals Report - Attached

Treasurers Report

P&F Finance Report AGM – 16 March 2021

Cash as at 16/03/2021

\$14,777.65

Funds Committed – 2021	
Year 6 Camp 2021	\$2,000
Year 5 Camp 2021	\$1,000
Year 4 Camp 2021	\$500
Year 3 Camp 2021	\$500
Nature Playground	\$7,500

\$11,500

8. Declaration of Vacation of All Positions

9. Principal invited to chair meeting

10. Vote for temporary minute taker

Emma Duggan

11. Vote for two scrutineers

Elizabeth Wilson and Maria Shofay.

12. Election of Office Bearers

President: **Jenna Poetschka** nominated by Michelle Cox; seconded by Elizabeth Wilson.

Vice President: **Sam Hammond** nominated by Emma Duggan; seconded by Jenna Poetschka.

Secretary: **Emma Duggan** nominated by Tenielle Kirby; seconded by Tanya Robinson.

Treasurer: **Ian Bloxham** to continue in this position.

13. Elections of General positions

Lyndel Miles (nominated by Elizabeth Wilson and seconded by Rebekah Payne)

Rebekah Payne (seconded by Tenielle Kirby)

Rose Mailau (seconded by Elizabeth Wilson)

Angela Hannant (seconded by Tanya Robinson)

Michelle Cox (seconded by Jenna Poetschka)

Elizabeth Wilson (seconded by Maria Shofay)

Tanya Robinson (seconded by Angela Hannant)

Tenielle Kirby (seconded by Elizabeth Wilson)

Damien McAndrew (seconded by Sam Hammond)

Maria Shofay (seconded by Jenna Poetschka)

14. Election of General Positions to Executive Committee (two)

Tanya Robinson (seconded by Jenna Poetschka)

Lyndel Miles (seconded by Sam Hammond)

15. AGM Closed

3:51pm

President's report for 2019/2020

2019 was a fun and rewarding year for the P & F group and it was a pleasure to serve as the President for another year. I am so grateful for the support from the P & F Executive, P & F members, school executive, office staff and teachers over the course of the year, but also to the parents who continue to support the P & F initiatives by making purchases or volunteering their time when they can. It is encouraging to see the sense of community spirit in our school continue to grow.

In 2019 we held the following events:

- Chocolate drive
- Mother's Day stall
- Father's Day stall
- Gifts of appreciation for World Teacher's Day, Learning assistant's day and school administrator's day.
- Ninja Run



In 2019 we were able to purchase some items for P & F Events such as a P & F banner and some coloured Balinese flags to decorate at events with. We have also been able to have a designated P & F storage area in the store-room near the Year 2 classrooms and this has greatly assisted in the organisation of our resources and preparation for events.

Without a doubt, the highlight of the calendar in 2019 was our 'Ninja Run' event which was held on Friday 8th November 2019. Students from Kindy through to Year 6 were all involved in this event. The Ninja Run was very well supported by the school community and despite it being an incredibly hot day, the staff and parent helpers all pulled together to make modifications to make the course work. The students had a wonderful afternoon and we were able to raise \$7 500 which will be put towards developing some 'Nature Play' areas in the junior and senior school.



Overall, the P & F group raised \$23 500 in 2019. At the conclusion of the year these funds are allocated to:

- \$7 500 to go towards the development of Nature play areas in the school in 2020.
- \$4 000 that has been allocated to reduce the costs for families for Yr. 3 – 6 camps in 2020.
- \$9 800 on items from the teacher's wish list which will benefit students from all year levels.
- \$2 200 held in reserve to be allocated towards a 'toilet beautification' project with positive sayings and growth mindset quotes (project to be considered in 2020).

As we all know, 2020 was a year different from any other! We started the year with a “Picture Plate” fundraiser, in which students designed their own plates, cups, mugs and bags. Whilst this event was well supported by many families, it was not as successful as the chocolate drive in terms of money raised due to the higher cost of the items. Unfortunately, due to COVID restrictions the P & F were unable to meet for the 2020 AGM, so after some online discussions it was decided that the 2019 Executive would remain serving in their positions until we could meet again and conduct an AGM. The next and final meeting for 2020 was held November, so the serving executive members remained in their roles until the AGM in 2021.



Throughout 2020, the remainder of the P & F and community events in the school needed to be cancelled due to COVID restrictions which meant there was no chance for fundraising. Consequently the ‘Teacher’s Wish list’ process for allocating funds to different projects in the school was unable to occur in 2020. The P & F have still made the commitment to provide funds to the different year level camps in 2021, plus the funds that had previously been allocated to the toilet beautification project which will be completed in 2021.



The P & F Facebook group continues to be an excellent avenue for communications with the parent body with around 200 members, many parents comment that they find the reminders in that group very useful and new parents appreciate the opportunity to make connections with other parents (especially if they work longer hours and cannot pick up and drop off). This method of communication between parents and members of the school community was particularly important during COVID and the period of at home learning during lockdown.

Once again, I would like to recognise the efforts of the P & F Executive and members, as well as the general parent body for their willingness to volunteer their time at events over the course of 2019. Without your assistance and commitment, we would not be able to achieve so much and ultimately donate the funds back into the school to benefit our students and help them learn effectively.

As I have now served as P & F president for 3 consecutive years, I will be stepping out of this role in 2021 as per the requirements of the constitution. It has been an honour and a privilege to serve the school community in this way over the past three years and I have valued the time spent getting to know staff and other parents through my involvement in the P & F group. I wish the incoming P & F executive all the best for 2021 and beyond!

Lyndel Miles

P & F President 2018 – 2020





St Paul's Lutheran Primary School

Parents & Friends Group

PRINCIPAL'S REPORT 2019/2020

For 2021 P&F AGM – Tuesday 16 March 2021

2019/2020 saw the Parent & Friends Group (P&F) continue to thrive and continue to play an important role in the school community. The 2019 AGM was held on Tuesday 19 March. This meeting was well attended by a cross-section of the St Paul's community. All the executive positions were filled, meeting times locked in and fundraising and community projects discussed for the 2020 school year. Unfortunately due to Covid-19 restrictions, the 2020 P&F Year program had to be postponed until late Term 4 2020.

The following projects were undertaken by the P&F Group in 2019: Chocolate Drive, Mother's Day Stall, Father's Day Stall and a Ninja Run. A special thank you has to be extended to Mrs Lyndel Miles who co-ordinated the smooth running of these events.

The 2019 P&F Group worked tirelessly to ensure that the solid foundation which was put in place back in 2010 has been maintained and strengthened even further. The P&F Group has been ably assisted by the school's administration team behind the scenes and I thank them for this. The various fundraising initiatives resulted in the P&F Group contributing \$16,800 to various projects around the school with an additional \$7,500 allocated to a Nature Playground. This has enabled St Paul's to purchase items which had been identified through a staff wish list to further improve the learning environment of all the students that attend the school.

At the final meeting held in 2020, various initiatives were discussed and subsequently locked into the 2021 school calendar.

I would like to take this opportunity to thank the 2019/2020 Executive Committee, which was led by Mrs Lyndel Miles, and all the General members who attended meetings, contacted numerous parents and organisations, set up stalls and sold items, etc. for their significant contribution over the past 12 months. To those stepping away from this group, thank you for your very positive contribution. An ongoing strength of this group has been to work with and not against one another so that the best outcomes can be achieved for all the children that attend St Paul's.

May God continue to bless and guide the work of the P&F Group in 2021.

Yours in Christ

Anton Prinsloo

Principal