

# ST JUDE'S COMMUNITY COUNCIL – REGULAR MEETING MINUTES

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**Meeting: Tuesday 19 February 2019 (Term 1, Week 3)**  
**St Jude's School Library**  
**6:15pm**

**Attendees:** Charlotte Dalton, Tanya Jackson, Belinda Charles, Brian Farrelly, Susan Rowell, Beth Dawn, Karen Leighton, Peter Galvin, Verna Comley, Julie Ford, Sonia Rankin, Nicole Katz, Rebecca Hunter, Susana Lloyd, Max Rafferty, Skye Maguire

**Apologies:** Nicky Bourke, Kim Hekimian, Luci Atkinson, Kate Reed

## Agenda Items

**1. Minutes of previous meeting** (4 December 2018)

The minutes of the previous meeting were accepted.

**2. Business Arising** (including Actions from previous Minutes)

There were no outstanding action items to discuss.

**3. Principal's Report** – Peter Galvin

Peter provided attendees with a hard copy summary of current key issues at the school. The following points were discussed:

Two classroom transportable building

- Following on from the approval provided in November 2018, this building has still not been ordered by the Catholic Education Office. The work has been put on hold whilst a quote is obtained on the option of building a two-classroom building from the ground up.
- It is now unlikely to be finalised in 2019 and may also have potential ramifications for 2020.
- One Year 4 class is currently located in the old music room (with music lessons being facilitated in the hall), with the other Year 4 class located at the end of the junior corridor. Peter noted that this is not an ideal arrangement.
- Peter has not been able to obtain any further details or justification from anyone within the Catholic Education Office around this change in position and expressed his disappointment and frustration in not having being consulted.

**ACTION:** Peter to work with Charlotte regarding attempting to set up a meeting with the Director of the Catholic Education Office (Ross Fox) to discuss this issue further.

Before School Care (BSC), After School Care (ASC) and Vacation Care

- The current five-year contract with YMCA is due to expire in May 2019 and a sub-committee needs to be formed to progress the procurement activity to determine the new provider.
- Peter noted that a contract of two to three years would be preferable, as opposed to the current five-year term contract.
- The school currently receives \$40,000 per year from YMCA, however, the number of children they provide care to has doubled since the beginning of the contract, and as such, that amount will likely be doubled in the next contract.
- It is expected that a select tender process will be undertaken, with approximately three companies invited to respond (including YMCA).

- There are now 126 places with YMCA ASC (following an additional 15 places being approved last year) and these are filled on most days. Peter noted that a child enrolling at St Jude's is not automatically guaranteed a place at BSC or ASC and asked attendees to disseminate this information to any new families joining St Jude's.

**ACTION: A sub-committee (of two to three people) to be formed in March 2019 to undertake a procurement activity to determine the new BSC/ASC and vacation care provider.**

Other items

- A Masterplan of the school incorporating additional classrooms has been developed (paid for by the Catholic Education Office) and is still valid. For this reason, the path extension project that was discussed last year has been put on hold.
- Clean fill is being dumped at the edge of the oval (near Streeton Drive), with the intent being to extend the oval area.
- The School Improvement Plan for 2019 has been developed, with three key areas – religious education curriculum, writing, and general capabilities.
- A youth minister (Teresa Corson) will be working one day per week with the Year 6 students. This is an archdiocesan initiative to better engage our youth in faith development. The cost (\$15,000) is being equally shared between the school, parish and archdiocese.
- Over the holidays, repairs were made to the main car park. Line markings will be done in the coming weeks.
- A concern was raised regarding the bell not being able to be heard from the new playground and netball court area.

**ACTION: Peter to investigate the issue of the bell not being heard from the new playground and netball court area and if required, organising an additional speaker.**

**4. Treasurer's Report** – Susan Rowell

Provided as part of the AGM – please refer to AGM Minutes.

**5. Subcommittee reports:**

- **ELC Report** (Karen Leighton)
  - Enrolments are full (no withdrawals) and there is currently a waiting list.
  - Healthy numbers for BSC and ASC, which continue to increase.
  - The vacant staffing positions have been filled and two new assistants will be commencing shortly.
  - All ELCs in the Catholic diocese will be undergoing a review of their Operational Models.
  - The mango drive profits from 2018 are being used for a new shade structure, which will be fitted shortly.
  - The Entertainment Book fundraiser will be done again this year.
- **Parent network** (Kate Reed) – Nil
- **Canteen** (Kim Hekimian – via email)
  - There is an issue with the coffee machine (only one side working), which will likely be an issue at the fete (as well as the upcoming election).

**ACTION: Kim to liaise with the Fete Committee regarding the current issue with the coffee machine to determine a solution before fete day (perhaps similar to the arrangement put in place last year).**

**ACTION: Kim to investigate a lease arrangement for a new coffee machine, for consideration of the Council.**

- **Uniform shop** (Susana Lloyd)
  - The new process with volunteers is working well, with QKR! orders being filled every Tuesday.
  - The new blue skirts approved by the Council last year have been well received and are very popular.
- **Fundraising** (Julie Ford)
  - Bulbs – these were very successful last year and as there is not much work involved, Julie is happy to run it again. The Council supported this, however, suggested it should occur a few weeks after the fete.
  - There was discussion around the close timing of the Beer/Pie Night and the Trivia Night.

**ACTION: Julie to send out the bulb fundraising brochures a few weeks after the fete.**

**ACTION: Julie to email the Trivia Night organisers to suggest the date is moved for this year, so it is not as close to the Beer/Pie Night.**

- **Parish Report** – Nil
- **Fete Committee** (Rebecca Hunter)
  - The fete planning is going well.
  - Stallholders are organised and all ready to go.
  - A message has been sent out calling for stall volunteers.
  - The notice regarding mufti day (7 March) will be sent out shortly.
  - A volunteer for Trash and Treasure has been found and as such, requests for donations will be made shortly.
  - There was discussion regarding the uniform shop being open on fete day given the unavailability of current volunteers (due to them running other stalls or being away).

**ACTION: The Fete Committee (Rebecca) to email Susana regarding the uniform shop being open on fete day.**

## **6. General Business**

- There was discussion around how to better promote the Community Council and the work it does.
- It was suggested that the parent reps could send out information regarding the role of the Community Council, as well as a reminder for upcoming meetings.
- There was also discussion around what item/s the Council is fundraising for. The potential of another survey being sent out to parents to get ideas was discussed, pending review of the remaining items from the 2018 parent survey.

**ACTION: A SkoolBag alert to be sent to parents/carers with a link to the Community Council meeting minutes, once finalised.**

**ACTION: Charlotte to liaise with Nicky regarding obtaining the 2018 parent survey results, in order to review any remaining suggestions.**

**Next Meeting:** Tuesday 26 March 2019 (Term 1, Week 8) – 6:00pm