

ST JUDE'S COMMUNITY COUNCIL – REGULAR MEETING MINUTES

Meeting: Tuesday 6 August 2019 (Term 3, Week 3)

St Jude's School Library

6.00pm

Attendees: Charlotte Dalton, Peter Galvin, Verna Comley, Susan Rowell, Beth Dawn, Karen Leighton, Sonia Rankin, Cathy Bailie, Brian Farrelly, Susana Lloyd, Father Michael Lim, Brendan Phippen, Mark Bohan, Siarna Connell, Skye Maguire

Apologies: Max Rafferty, Rebecca Hunter, Kim Hekimian, Tanya Jackson, Belinda Charles, Julie Ford, Nicky Bourke, Kate Reed

Agenda Items

1. Minutes of previous meeting (14 May 2019)

The minutes of the previous meeting were accepted.

2. Actions from previous Minutes

ACTION 3/19 FEB: 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 – IN PROGRESS.

- Peter advised that an application had been submitted to get the speaker reprogrammed, or if required, a new speaker.

ACTION 1/26 MAR: Kim to contact Paul from RBK to seek further advice around whether the old coffee machine can be fixed – IN PROGRESS.

- In Kim's absence, Charlotte advised that she understands Paul is continuing to try and source the required parts.

ACTION 4/26 MAR: Kim to determine how many locks would be required for the cupboards/drawers and to investigate potential options – CLOSED.

- It was noted that new locks for the cupboards and drawers in the canteen had been fitted.

ACTION 1/14 MAY: Charlotte to include wording in the next newsletter around the role of the Community Council – CLOSED.

- Charlotte confirmed that the wording around the role of the Community Council had been included in the newsletter.

ACTION 2/14 MAY: Peter to progress investigating options and obtaining quotes to enhance the Year 6 eating area – PENDING.

- Peter advised that he had not yet progressed obtaining quotes for the new eating area, as he is waiting for the plans for the two classroom building to be finalised.

ACTION 3/14 MAY: Peter to liaise with Catholic Education with regards to the possibility of getting the school re-painted – PENDING.

- Peter advised that the repainting of the school has had to be put on hold until the new classroom project has been finalised.

ACTION 4/14 MAY: Charlotte to obtain a quote for new St Jude's basketball tops, for the Community Council's consideration – CLOSED.

- Charlotte confirmed that the purchase of the basketball tops had been approved out of session, as they were needed in time for the carnival held the previous weekend.

ACTION 5/14 MAY: Peter to look into the school coordinating a winter coat drive for the homeless – CLOSED.

- Peter advised that he had spoken to Susan Chant about this and as the winter food appeal had already been organised, they decided not to proceed with a winter coat drive.

ACTION 6/14 MAY: Peter and Max to look into secure bike storage options and obtain two quotes for the Community Council's consideration – IN PROGRESS.

- Peter advised that one quote of \$7,000 had been received to date, and he was expecting to receive the complete second quote shortly.
- The bike storage will be on a y-shaped concrete slab, with a chain link fence. The current option being considered would have the unit situated near the 6S classroom, in an area that is not currently used.
- The new unit would fit 28 bikes, with additional bikes able to stand against the fence.
- It was noted that scooter use is reasonably high at St Jude's and that scooter racks may also be required. Peter advised that the new bike storage unit would also allow for the storage of scooters.
- It is hoped that a secure storage facility may encourage more students to ride their bikes to school.
- Peter put forward the option of the school co-funding this project with the Community Council, however, it was agreed that the Community Council could cover the entire amount and specifically fundraise for it. Charlotte noted she had been speaking with Kylie Ochsenbein regarding fundraising for the Trivia Night and they had agreed that the bike cage would be a good project for the Trivia Night to support.

ACTION 7/14 MAY: Peter to raise the School Toilet Project with the SRC and ask them to investigate options and associated costs, for the Community Council's consideration – IN PROGRESS.

- Peter confirmed that he had raised the School Toilet Project with the SRC (Keryn Thiele) and asked that they manage it. He undertook to follow up further with Keryn on the status of this project.

ACTION 8/14 MAY: Kim to provide the Community Council with information from the Canberra Coffee Company regarding the purchase of a pump system/filter for the new coffee machine, to ensure longevity of the machine – IN PROGRESS.

- In Kim's absence, Charlotte undertook to follow up further with Kim on this item out of session.

ACTION 9/14 MAY: Peter to investigate the option of having floor seating (i.e. blue foam mats) available for younger children at the matinee performance of the Dance Concert – CLOSED.

- Peter advised that the floor seating option did not progress, as all the floor space was already in use and there would not have been suitable viewing of the stage area from the floor.

**3. Chair's Report – Charlotte Dalton
Canteen**

- Charlotte confirmed the advice from the previous meeting, in that Kim Hekimian will not be returning next year as the Canteen Manager. She advised that the intent is to advertise the position within the school community in the first instance later in Term 3, noting that Kim would like to provide a handover in early December to get the new person properly across everything.
- If there is no interest within the community, this will leave Term 4 for someone to be recruited externally.

NEW ACTION ITEM 1/6 AUG: Charlotte to progress advertising the Canteen Manager position within the St Jude's community in Term 3.

Community Council Meeting Schedule

- Charlotte advised that there would be two Community Council meetings in Term 3, to allow items to be discussed and decided upon more broadly, rather than needing to be approved out of session.

Trivia Night

- Charlotte noted that ticket sales for the Trivia Night had been slower than usual.

4. 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

- Peter advised that the two classroom demountable building had still not been ordered. Catholic Education (CE), however, has now formally signed off on it and has also agreed to fund \$80,000 worth of extras (e.g. a glass door between the classrooms, special lining material on the classroom walls, landscaping).
- The new classrooms will be ready for Term 1, 2020.
- CE has committed in writing to three kindergarten classes in 2020.
- Peter advised that 62 children are confirmed for Kindergarten in 2020 and that there will be 17 classes in total across the school (with Kindergarten, Year 1 and Year 3 all having three classes).
- Additional space will be required in another 18 months and Peter noted that he will push for this with CE once the demountables have been formally signed off on.
- Sonia advised she had phoned CE to ascertain if there were any plans for a new co-education high school in the area. CE advised this is on their radar and that they continue to attempt to source land. They are also keeping an eye out for other school sites that could potentially be taken over due to closure.

Before School Care, After School Care and Vacation Care

- Peter confirmed that YMCA had ceased as the Outside of School Hours Care (OSHC) provider, and Camp Australia was awarded the contract for three years (with two by one year extension options). He noted there had been a few minor teething issues, but that these had all been overcome. Peter commended Camp Australia for the professional, courteous and respectful manner in which they have taken over the provision of OSHC services.
- Peter noted that Camp Australia provides a much better deal for the school financially, with an additional \$90,000 in the first year to what YMCA had been paying. He noted that the Tender Sub Committee had not selected the provider that was offering the most money, however, the service model put forward by Camp Australia was assessed as far superior and represented the best value for money.
- Peter formally thanked Autumn O'Keeffe and Skye Maguire for their contribution on the OSHC Tender Sub Committee.

Other items

- NAPLAN online – the national online rollout of NAPLAN has been pushed back a further 12 months, to 2021.
- Red gums – the old red gum trees at St Jude's have recently been assessed and were all found to be in good condition.
- Solar panel installation – CE is investigating the level of interest across schools in commercial-scale solar power installations, noting that a solar program coordinated centrally could attract better pricing through bulk purchasing. Peter advised that the school has \$120,000 set aside for a big project, and that this could perhaps go towards that. He noted, however, that he would want assurance that any arrangement being considered for St Jude's would cover both the generation *and* storage of solar power. He noted that St Jude's annual electricity bill is approximately \$25,000 and that the orientation of the roof is perfect for solar panels. Peter undertook to investigate this item further.

NEW ACTION ITEM 2/6 AUG: Peter to further investigate solar power installation options.

- School Satisfaction Surveys – Peter noted that the annual satisfaction surveys of parents, students (Years 3-6) and staff was being conducted on behalf of all Catholic schools in the Archdiocese this term. To date, 76 parents had responded, noting there are a total of 282 families at St Jude's. The survey closes on 9 August 2019.

5. Treasurer's Report – Susan Rowell

- As at 31 July 2019, the Community Council has a total of \$40,588.62 in the bank.
- The Uniform Shop continues to perform well, with a profit for the year of approximately \$3,400.
- The Canteen is running at a loss of \$1,700 for the year so far. All wages are now up to date.
- Charlotte advised that the Canteen still needs to be reimbursed for the orders relating to the Disco and undertook to sort this out.

NEW ACTION ITEM 3/6 AUG: Charlotte to arrange reimbursement to the Canteen for the Disco-related orders.

- The fundraising profit for the year is up over \$9,600. The Election Day BBQ and cake stall made a profit of around \$4,000 and the Trivia Night on 17 August will raise more money.
- Susan noted that the Australian Electoral Commission had still not paid the school the hire fee.
- The basketball shirts have been purchased and totalled \$1320. They will be paid for in August.

6. OSHC Provider Report – Mark Bohan (Camp Australia)

- Mark thanked Peter, Autumn and Skye for the way in which the tender process had been run, noting that it had been very transparent.
- Mark reiterated that Camp Australia is very happy to be working at the school and very much wants to be a part of the community and as such, would like to take part in and assist with events.
- Whilst there were some challenges with regards to the departing provider, these were overcome and the overall transition has been good. Four former YMCA staff stayed on with Camp Australia.
- There had been some challenges with regards to bookings, with several parents of the understanding that this would occur automatically. At the end of the school holidays, however, Camp Australia phoned all parents previously booked with YMCA who had not yet registered with Camp Australia to confirm the correct process to follow.
- Mark noted that staffing was still being finalised, with staff – Siarna and Hannah – being brought in from other sites to fill the Coordinator role in the interim, following the departure of Megan Jones.
- Vacation Care averaged 31 students over the 10 days, with a high of 45. This was higher than expected, given it had been the first service and there had been little time to build that up.
- After School Care averaged 106 students, with a high of 124 (on Tuesdays) and low of 73 (on Fridays). It was noted that the numbers are down on what they were with YMCA.
- Peter advised that the new licence obtained by Camp Australia included the stage area, which resulted in an increase in the maximum number of children allowed to 137 (up from 126).

7. Subcommittee reports:

- **ELC Report** (Karen Leighton)
 - The third educator role has been filled since the previous meeting and has been a wonderful asset.
 - A total of 37,000 points were earned by St Jude's as part of the Woolworth's Earn and Learn promotion, which were all donated to St Mary's in Batlow. Karen has submitted the order for St Mary's and noted they are very grateful for St Jude's donation.
 - The Entertainment Book sales raised a total of \$327, which will go towards new resources.
 - A tea towel fundraiser, organised by one of the parents, has been planned for Term 3.
 - All classes for 2020 are now full, with 62 students confirmed. Not all children were able to be offered a place and there is a very long waitlist. As such, the ELC is no longer taking new applications.
- **Parent network** (Kate Reed) – Nil
- **Canteen** (Kim Hekimian) – Nil

- **Uniform shop** (Susana Lloyd)
 - Ordering for Orientation has commenced and arrangements this year will allow for parents to pre-order uniforms so they are able to collect them on Orientation Day.
 - It was noted that the sale of second hand uniforms has increased.
- **Fundraising** (Rebecca Hunter) – via email
 - The Father’s Day Stall will be on 30 August 2019 and approximately six helpers will be required. A request for parent volunteers will be communicated in the newsletter shortly. Mark advised that Camp Australia is happy to assist with running the stall.
 - Trivia Night is on 17 August 2019 and Kylie and her team are doing a great job.
- **Fete Committee** (Rebecca Hunter)
 - Next year’s fete will be on 14 March 2020. Rebecca is looking for two to three more parents to be on the Fete Committee. Fete preparation will begin in September.
- **Parish Report** (Father Michael)
 - Father Michael acknowledged this is his first Community Council meeting since he took over from Father Brannelly 16 months previously.
 - Since that time, he has made changes to the mass times, which have been well received. Average mass attendance has risen from 300 to 500, with the additional time slots offered.
 - The first Youth Council was commissioned the previous week. The commencement of the Youth Minister position in 2018 has helped a great deal and the youth masses are slowly building up.
 - Consultation began at the beginning of the year regarding the renaming of the Parish, now that it also includes Molonglo. The name “Parish of the Annunciation” received good feedback and is to be considered by the Bishop.
 - A new reverse cycle heating/cooling system for the church has been purchased, after a donation was received.
 - Work is underway to create a 24/7 “Adoration Chapel” in the Parish. Father Michael has received a donation for this purpose and a suitable building already exists at St John Vianney’s. The Bishop has already given his blessing for this and some occupational health and safety issues now just need to be finalised. The chapel will be open to all and people will just need to register with the office to be provided with a security card to access the chapel.

8. General Business

- Trash and Treasure Stall for 2020 Fete – Brendan noted that he will shortly commence sorting through the remaining books from this year’s fete and will then start taking new donations. He has written a guide on how to manage the Trash and Treasure stall.
- Australian Early Development Census – Peter noted that this Census looks at readiness for school. The results for 2018 have recently been released, with the ACT seeing increases in development vulnerability in three of the five areas measured – emotional maturity; social competence; and physical health and wellbeing. This means that children in the ACT are falling behind the overall average for children around Australia in these areas. The other two areas are communication skills and general knowledge.
- Book Fair and Book Week – Verna noted that the Book Fair is being held the following week and Book Week will be the week after.

Next Meeting: Tuesday 10 September 2019 (Term 3, Week 8) – 6.00pm