



St Brigid's College Parent Forum

## SBC PF – Meeting Minutes

<b>Meeting Date</b>	Wednesday 24th August 2022
<b>Meeting Venue</b>	Staff Room St Brigid's College
<b>Meeting Time</b>	9.00am
<b>Type of Meeting</b>	General Meeting
<b>Attendees - Committee Members</b>	Tracy Gall Mandy Wallace Peta Kennedy
<b>Attendees – Staff</b>	Veronica Parker Janine Walsh Neil Grime Fiona Hepi Adrian Martino Anne Tan
<b>Attendees – Parents / Guardians</b>	Daniela Tonon Gill Holmes Lesley Herbert Emma – Louise Hamill Sue McQuade Rose D'Orazio Anil Jamdade Natarsha Considine Louise Allington
<b>Apologies</b>	Anna Coghlan Amanda Castle Lizzie Thelwell Dee Allison



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## *Discussion Points*

### **Agenda Item 1 - Meeting opened at 9.07am**

All were welcomed by Tracy Gall (President)  
Acknowledgement of Country  
Opening Prayer

### **Previous Minutes -**

**Investigate the use of how to put money onto the canteen card remotely for parents.  
Response from Neil Grime –**

24/8 – Neil reported that this is very close to be finished and Veronica is also looking at the pricing as a parent raised that our canteen costs are higher than other schools in the Hills. – Veronica Parker looking at this.

Neil said parents can call up and put money on their child's card.

Waiting for the Café manager to upload their menu so parents can also order and pay online. TBC still

The Café is now set up to accept payment over the phone or in person.  
Families should be able to log onto the MSA website to check balances or be able to enquire at the café (or over the phone).

Neil Grimes kindly came and gave us an update. Due to COVID and an IT upgrade the system is still not up and running. Neil is following this up and will provide us with an update at the next meeting. This will carry over in the action list.

**Movie Night** – Committee to look at having a family fun night at the College to host a movie night.

**Year 7 get together** – Parents asked if a Year 7 family night be organised as they are still looking at ways of meeting new families – action Fiona Hepi



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### **Agenda Item 4 – Financial Report ... Mandy Wallace.**

#### **Financial Report**

This was presented at the meeting showing the financial breakdown.

Current grant money to spend in 2022 **\$58,657.09**

### **Agenda Item 5 – Grant Applications: -**

**Grant 2 of 2022** – Subscription to SchoolTvs –

**\$4325.00 APPROVED**

Parents asked if this could be promoted more, and links uploaded to our social media sites.

**Grant 3 of 2022** – Boarding House / Full School – Portable Data Projector, Outdoor screen, and speaker.

**\$3000 APPROVED**

Decision was made to include a storage box to keep items safe

Neil Grime to be the prime to look at items and work with Fiona Hepi.

### **Other Business**

#### **World Teachers Day**

- Parent Forum will be hosting a World teachers Day lunch to give our thanks to everyone who is involved in the running of our college.
- October 28th, 2022
- Staff room
- Caterer has been booked and will be like 2021 grazing lunch.

#### **Pant for College Girls**

- Subcommittee has been formed under the guidance of Fiona Hepi



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- Starting to look at materials and styles
- Plan is to release for 2023

### **Canteen Costs**

- Parents have reported our canteen costs are quite high compared to other schools in the district
- Veronica Parker is reviewing this and has taken the action.

### **Subjects of Woodwork or Trade Based being offered to Students**

Veronica Parker is currently looking at Mazenod facilities and looking at what our college can plan to offer or how to work with Mazenod on this issue.

### **Sports Uniform**

Veronica Parker is currently looking into the 2023 timetable to see if the Senior College girls are able to wear their sports uniform to and from school on the day they have sport.

### **Use of Zoom/Teams for Parent Forum meetings.**

Parent Forum have asked for the College to help with the technology for running all meetings so more parents can be involved.

### **AOB**

#### **Mats -**

Parents raised the problem of our junior school children sitting on mats for recess or lunch that are dirty and worn. This will be investigated by the College.

#### **Nature Play Equipment**

Anne Tan is close to presenting Stage 2 for our college play equipment.

**Mandy Wallace thanked Veronica Parker on her openness to answer many questions the community asked.**



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**Meeting Closed at**

No further items were raised. **Meeting was closed at 10.10am**

<b>Action Items ...</b>	<b>Assigned to</b> ...
1. Investigate the use of how to put money onto the card remotely for parents to top up the card	Neil Grime
2. Movie night dates	Committee
3. Quiz Night 2023	Committee
4.	
5.	