



St Brigid's College Parent Forum

SBC PF – Meeting Minutes

Meeting Date	Wednesday 16 th February 2022
Meeting Venue	Teams
Meeting Time	630pm
Type of Meeting	General Meeting
Attendees - Committee Members	Tracy Gall Sarah Ring Mandy Wallace Peta Kennedy Anna Coghlan Jo Markovic
Attendees – Staff	Carmen Cox Janine Walsh Ann Tan Adrian Martino Neil Grime Judith Cumpsty Fiona Hepi
Attendees – Parents / Guardians	Dee Allison Nahula Hull Daniella Tonon Daren Hall Linda Page Michelle Tholasse Kylie Whitehead Emma Hall Mikala Atkinson Jeff Overton Rose D'Orazio Carly Cranswick Melanie Llewellyn Amandeep kaur Miseon Cha Sonja Allibone Norina Allibone Katie Price John Jordan Linda Page Julian Franklin Matthew Pearson
Apologies	Sandra Giglia Janine Prince Jennifer Vanderweide



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Discussion Points

Agenda Item 1 - Meeting opened at 6.30pm

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 Griime –**

*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).*

*Regarding online ordering, the caterer was looking at Quickcliq as an alternative to the current MSA system.
Unfortunately, it was discovered that the costs to families would have been significantly greater with Quikcliq so this was not continued with.
The caterer is OK to use the existing MSA system.*

With the change in café manager for 2022, the momentum for implementing online ordering has been lost.

I have followed up with the caterer this week and will work with them regarding a rollout timeline

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 **\$69,062.34**

Agenda Item 5 – Grant Applications: -

As there were no grants Peta provided an overview for families to understand the grant process and how they can present an idea for a grant.

We also showed numerous grants that have provided both equipment and experiences for the students.



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Other Business

Governance Update – Daniela Tonon asked if Carmen could give a talk around St Brigid's not being part of CEWA and what that means for the students and staff. Carmen explained that for the whole College there would not be any changes that affect them. This move is more about administration and governance which MEL will look after for them. Daniela asked who will govern this and it will be AISWA. Rose D'Orazio asked if this also looks after staff with professional development and job descriptions and Carmen assured the group that all staff will not see or feel the difference.

AOB

Carmen took the time to thank the community that over \$6000 was raised during Term 3 for Mercy Works. A certificate of thanks was sent to the college. She also made mention that Project Compassion is our school charity for Term 1, 2022.

Kylie Whitehead had finished up with school banking and has offered her assistance to the school for any events coming up. Carmen was pleased and thanked her.

Rose D'Orazio asked for an update from the uniform team in regard to the discussion around pants for the girls. Fiona Hepi is leading this committee and they have had 2 meetings and are currently at the stage of looking at designs and materials. Once they move forward it will then go to SLT and Advisory Council for further discussion.

Meeting Closed at No further items were raised. Meeting was closed at 7.55pm

Action Items ...	Assigned to ...
1. Investigate the use of how to put money onto the card remotely for parents to top up the card	Neil Grime
2. Location of a ramp for the crossing over to Lesmurdie Cottage	Carmen Cox
3.	
4.	
5.	