



St Brigid's College Parent Forum

SBC PF – Meeting Minutes

Meeting Date	Wednesday 10 th May 2023
Meeting Venue	College Community Room and TEAMS
Meeting Time	6.30pm
Type of Meeting	General Meeting
Attendees - Committee Members	Tracy Gall Mandy Wallace Peta Kennedy Jo Markovic
Attendees – Staff	Veronica Parker Janine Walsh Neil Grime Fiona Hepi Anne Tan Adrian Martino Yvonne Bleach
Attendees – Parents / Guardians	Lauren Scott Tanya Fitzgerald Dee Allison Lesley Herbert Josh Stokes Carley Cranswick Olga Karamysgeva
Apologies	Anna Coghlan



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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 Grime –

Neil reported to the Committee that the system is still being updated.
They are trying ordering lunch online which is working well.
Final piece needs to be the Transperth cards.

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 2023 \$ **44,596.80**

Agenda Item 5 – Grant Applications: -

No grants presented

Other Business

General Toilets / Watson toilets

- Fiona Hepi gave a brief update on the state of these toilets and has found some issues that she is working on.
- Maintenance request has been logged to fix toilet seats and plumbing issues.
- Areas around the service door have also been located and fixed. New lock attached.



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- Veronica informed us that there is an email address that students can use called Speak Up

New Boys Uniform

- Veronica gave the parents an update on the decision to update the junior boys shirt from grey to green.
- Veronica also is looking at the faction shirts, lemon blouses, bathers as they also have some issues and wants to make them more relevant.
- Our marketing manager Yvonne will be communicating photos and new uniform updates to parents in the future.

Disco Update

- Carley gave a detailed update on the status of the Junior School Discos.
- Helpers are still needed.
- Tickets are at 140
- Final signage to Veronica.
- Everyone is excited for this for the children.

Lifeline

- Tracy gave everyone an update about the work of Lifeline and has arranged the hampers that Parent Forum donate each year.

AOB

- Drive through parking for junior school parents.
- Action was taken to send out notice for any families that want the yellow labels for their cars with their surname on.
- Veronica also working with the Shire to get parking signs updated and sorted.

Meeting Closed at

No further items were raised. **Meeting was closed at 7.45pm**



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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. Yvonne to look at hi vis vests for the Parent Forum	Yvonne Bleach
3. Parking signs for Junior School families – email to be sent out with instructions	Anne Tan
4.	
5.	