



Jesus said, "I am the vine,
You are the branches."
John 15:5

Golden Grove Lutheran Primary School

Parents & Friends

Meeting Minutes

Date	Monday 3 April 2023
Time	7.30pm
Location	Microsoft Teams (Online)
Attendees	Will Wallace, Michelle Parcell, Claire Rathjen, Kylie Chinca, Sarah Kumela, Stephen Tiller, Lauren Neumann, Karen McKinnon, Neil McKinnon, Tanya Rowland and Maree Kairl.
Apologies	Tim Kriewaldt
No	Minutes
1	Opening: <ul style="list-style-type: none"> Welcome Devotion & Prayer
2	Attendance & Apologies – noted above
3	General Business <ul style="list-style-type: none"> Major Projects – Nature Play Lauren Neumann provided some feedback from the Staff: <ul style="list-style-type: none"> The Nature Play area becomes quite boggy/swamp pit, queried if drainage been factored in? (Staff not using the current amphitheatre, due to the muddiness etc) Teachers initially thought there was 'too much' in the Nature Play area. Lauren discussed and awaiting further feedback. Staff happy with water compromise and fence for security. Michelle confirmed Climbing Tree Creations aware of boggy conditions and drainage would be required. Happy to go back with further queries and confirm this has been included in the Nature Play plans. Lauren is expecting final feedback from the Staff by the end of this week. Will then collate queries, concerns and feedback to provide to P&F, for Michelle to discuss further with Climbing Tree Creations. Michelle questioned if the School Board has seen any of the Nature Play Plans? Will confirmed they have seen the basic plan and waiting for feedback on costings and schedule of stages. All agreed to proceed to the next step; Michelle to discuss queries further with Climbing Tree Creations and request costings and schedule/stages information. 2023 P&F Budget Claire provided an overview of the proposed 2023 P&F budget (copy attached): <ul style="list-style-type: none"> \$33,778.13 to be transferred into a separate bank account. Proposed income; \$20,000 in P&F levies \$2,000 'other' income (e.g. P&F BBQ, Quiz Night and other fundraising events)



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- Proposed expenses;
\$5,000 for mural (which is now finalised)
\$38,000 for Major Project - Nature Play (not all to be used this year, need to allocate the whole amount into budget)
\$6,000 for Student Welfare (i.e. Teacher's Wishlist, Easter resources etc)
\$5,000 for Events
'Other expenses' (e.g. AGM expenses)
\$1,500 Shrinkage (e.g. when families leave the school, need to refund P&F levy)
- These amounts are subject to change, where required. For example, Student Welfare could increase to allow for funds already spent for Teacher's Wishlist. Can spend differently, just all needs to be allocated.
- Proposed 2023 P&F Budget to be presented to FRAC for approval.

General queries and discussion for 2023 proposed P&F Budget:

- School Board to assist with Nature Play funding, to be discussed/confirmed at the next meeting. Once full costs and schedule/stages received from Climbing Tree Creations, this will assist with finalising too. P&F to present to FRAC/School Board when large section/stage being considered, to seek approval for larger spend.
- P&F missed the opportunity to receive additional specific funds in the 2023 Budget which was completed in September 2022. Will confirmed the \$20,000 set aside by the School Board for Nature Play in the 2022 Budget but this has not carried over. The need for P&F becoming a Budget line was brought to the committee's attention at the AGM (November 2022) which was held after the school had prepared it's 2023 Budget. Going forward P&F will need to submit its proposed budget to FRAC in September of each year for the following years budget. In terms of the Nature Play Project this will allow for P&F to advise which stage is budgeted to be completed and the School Board to match the spend etc
- Will provided initial feedback from School Board; P&F levies should be used for community building activities and be aware of which events are fundraising events. All agreed; fundraising events can also be community events (can be achieved together), with fundraising towards the Nature Play fund. P&F will still fund some events from the P&F levies (i.e. MOT and student fun day at the end of the year).
- P&F to be 'smarter' with events (i.e. Date Night price could increase to \$5/child and be a BBQ night instead of pizza. Extra GGOSH staff member for BBQ still a more cost effective option).
- Will acknowledged a good opportunity to identify what P&F is paying for (which GGLPS should be purchasing) and clarify P&F's focus (as discussed in previous P&F meeting).
- Tanya Rowland clarified Budget line names and allocations. Claire confirmed further split to follow, once the 'actual' figures are entered into the Budget.
- All agreed; Proposed 2023 P&F Budget to be presented to FRAC on 26 April 2023.

Meeting Closed at 8.15pm



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9	Next Meeting – Monday 8th May 2023 at 7.30pm (in Staff Admin Building)
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Action Items:

No	Description	Responsible	Status
1	P&F 2023 Budget Budget to be presented to FRAC. Review spending and advise what is not the responsibility of the P&F. 5 points to be applied to Teacher Wishlist spending.	Claire	Ongoing
2	Nature Play Staff feedback to be collated and provided to P&F. Costings/Stages information to be requested. Plans to be presented to School Board.	Lauren Will/Michelle	Long term Project
3	Constitution Terms of Reference feedback to be discussed.	Will/Michelle/Claire /Tanya/Tammie	Ongoing
4	P&F Group email Instructions/log in details to be provided to P&F Exec.	Will/Michelle	Ongoing
5	P&F 2023 events Discuss alternative dates for 1 x Date Night with Vicki. Other events to be discussed at future P&F meetings.	Michelle	Ongoing
6	Teacher's Wishlist GGOSH/School vests – Michelle to speak with Frank. Lauren to look at comparative quotes. Circuit Packs – Lauren to liaise further with David Gardner for further information and pricing. Harmony Day drinks – Lauren to refer back to GGLPS	Michelle Lauren	Ongoing
7	Pen License Lauren to hand out pens to remaining Year 5 students	Lauren	Ongoing