

Jesus said, "I am the vine,
You are the branches."
John 15.5

Golden Grove Lutheran Primary School **Parents & Friends Meeting Minutes**

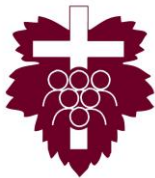
Date	19 June 2023
Time	7:30pm
Location	Staff Admin Building
Attendees	Will Wallace, Claire Rathjen, Sarah Kumela, Maree Kairl, Stephen Tiller, , Michelle Parcell, Kylie Chinca, Karen McKinnon, Wendy Carmen, Lauren Neuman
Apologies	
No	Agenda
1	Opening: <ul style="list-style-type: none"> Welcome Devotion & Prayer
2	Attendance & Apologies – noted above
3	Minutes from Previous Meeting <p>Michelle asked if the minutes of the previous meeting as sent via email 29 May 2023 are true and correct.</p> <p>Moved: Claire Rathjen Seconded: Stephen Tiller – All agreed.</p>
4	P&F Exec Update <p>Michelle confirmed that Maree has stepped down as Secretary and thanked her for her contribution to the committee. Looking for a replacement.</p>
4	Upcoming Events <ul style="list-style-type: none"> Date Night Waiting for confirmation of date from Vicki. Michelle and Kylie to follow up. SPA Will be the afternoon of the 15 September. P&F to arrange afternoon tea – to be discussed at next meeting. Community Fete Michelle has received an email from Joel to confirm that the donation from P&F is \$740 and per previous year 25% of the raffle ticket sales will go back to P&F. Committee passed motion to make donation. Michelle or Will to let Joel know. Christmas 2023 <ul style="list-style-type: none"> End of Year Fun Day Michelle to get quote of inflatables from Jump Easy and let the committee know the cost. Karen confirmed that she will ask Neil to be available as Father Christmas. Suggested that he goes to each of the classes or clusters – format to be discussed further at later meeting. Discussion about the lolly bags – all felt that the bags are too big. Michelle to contact the Candy Lady and see if we can get smaller bags. Carols Evening



Jesus said, "I am the vine,
You are the branches."
John 15.5

Golden Grove Lutheran Primary School Parents & Friends Meeting Minutes

	<p>Lauren to discuss possible format with the teachers. To be discussed at next meeting.</p>
5	<p>Action Items from previous meeting</p> <ul style="list-style-type: none"> • Events Feedback <ul style="list-style-type: none"> ○ MOT Overall everyone felt that it went well. The crumpets were easy to prepare. Some left but around the right amount (300) – SACSA footy was on the same day so some children were not there. ○ Colour Run The kids enjoyed it. \$600-\$700 raised for the nature play project. • Nature Play <ul style="list-style-type: none"> ○ Michelle went back to Climbing Trees with the feedback from the previous meeting. Has had a response and will be arranging a meeting going forward to discuss the drainage in the amphitheatre area, possible fencing options and meeting with the teachers. Following this a new quote and timelines will be provided. • P&F Constitution <ul style="list-style-type: none"> ○ The document is finished. The terms of reference need to be signed – Will to arrange this. • P&F Group Email and Files <ul style="list-style-type: none"> ○ Michelle has shared the login details with exec and has created a folder structure for documents. Exec will start to move old emails into the new outlook folders. The new email address will be used for all communications going forward. • P&F 2023 Events <ul style="list-style-type: none"> ○ Friday Night Beers and Burgers – Michelle has emailed 612 Brewery but had no response so far – will follow up. ○ Family Quiz Afternoon – Joel sent though some possible dates. Need to check they don't clash and then confirm. • Teachers Wishlist <ul style="list-style-type: none"> ○ GGOSH/School Vests – Michelle has given the details to Frank Iannone. He was looking into options and will come back with information. ○ Circuit Packs – Lauren gave the committee details about the circuit packs. Although aimed for 5/6s they can be used down to Foundation. The cost is \$20 per pack and between 35 and 24 packs were requested. The committee agreed to pay for 30 packs. • GGLPS P&F Website <ul style="list-style-type: none"> ○ This has still not been updated. The committee suggested that a member of the committee be given access so that they can update as required. Ongoing.



Jesus said, "I am the vine,
You are the branches."
John 15.5

Golden Grove Lutheran Primary School

Parents & Friends

Meeting Minutes

	<ul style="list-style-type: none"> GGOSH Gate
6	<p>Principal's Report –</p> <p>Looking at refunding for the Foundation Centre – the tenders were higher than initially anticipated. The building has been rescoped.</p> <p>Revised plan – almost finished and ready for approval. Work to start in school holidays – ready for open in January 2024.</p> <p>Strategic Planning – engaged an external consultant.</p> <p>Following Health Check survey and parent/student workshop – ready for release by the end of the year.</p> <p>Tanya Rowland off for 2 weeks.</p> <p>Stall at Golden Grove shops.</p> <p>Messy Church – 85-90 people, really good with parents connecting. Looking to do once a term.</p> <p>Futsal clinics for years 3-6 held.</p> <p>MOT, Colour Run, Peace Pole Ceremony and National Reconciliation Week all took place.</p> <p>Kuno received a Pride & Excellence award.</p>
7	<p>Treasurer's Report –</p> <p>See attached.</p> <p>Biggest issue for the treasurer is items being dumped into P&F account without approval. This leads to misallocation. Claire has agreed with Tanya to set up a new procedure that requires approval by either the treasurer or the Chair prior to items being added to the account. The procedure will be added to the handbook. Also agreed that more detailed descriptions are required.</p>
9	<p>General Business</p> <ul style="list-style-type: none"> GGOSH Christmas Closure <p>GGOSH will be closed for 3 weeks in the summer holidays. Parents were not aware of this. Requested that Will send out an email to inform the school community.</p>
10	<p>Next Meeting – Monday 31st July at 7.30pm</p>



Jesus said, "I am the vine,
You are the branches."
John 15.5

Golden Grove Lutheran Primary School **Parents & Friends Meeting Minutes**

Action Items

No	Description	Responsible	Date
1	Date Night Follow up with Vicki for possible dates	Michelle/Kylie	31/07/23
2	SPA Discuss afternoon tea at the next meeting	All	31/07/23
3	Community Fete Confirm with Joel that P&F will pay for the inflatables	Michelle/Will	Completed
4	End of Year Fun Day Michelle to send round the cost of the inflatables to the committee. Karen to confirm with Neil that he can attend as Father Christmas. Michelle to contact the Candy Lady about smaller lolly bags.	Michelle Karen Michelle	
5	Carols Evening – Lauren to discuss possible format with teachers. To be discussed at next meeting.	Lauren	31/07/23
6	Nature Play Meeting with Climbing Trees	Will/Michelle	Long term project
7	Constitution Terms of reference to be signed	Will	
8	P&F 2023 events Friday Night Beers & Burgers – Michelle to follow up with 612 Brewery. Family Quiz Afternoon – Check dates	Michelle	Ongoing
9	Teacher's Wishlist GGOSH/School vests – Michelle to follow up with Frank. Lauren to look at comparative quotes.	Michelle Lauren	Ongoing
10	GGLPS Website Will to speak with Kelly to update the P&F section of the GGLPS website (Chair report, agendas, minutes)	Will/Kelly	Ongoing
11	P&F 2023 Budget P&F Handbook to be updated with new procedure	Claire/Michelle	Ongoing