



St Vincent's College
Potts Point

Parents and Friends

TERM 2 P&F MEETING

Date: 21 May 2024

SVC Executive Attendees: Anne Fry

SVC Community Development Manager: Lyndal Rose

P&F Committee Attendees: Leisha Major, Tricia, Rubenstein Lisa Hunter, Jen Killinger

Total Attendees: 25

Item	Discussion	Action
Open	Leisha Major conducted the Welcome to Country Anne Fry performed the Opening Prayer	
Comments or Action items from last meeting	n/a	
Principals Update – Anne Fry	<ul style="list-style-type: none">- Caritas Christi Courtyard speaker system has been installed- Camps & Retreats were held despite plenty of rain. Some of the camps had to be cut short.- Broken Hill Immersion was another success.- Mothers' Day events were successful – congratulations to Lyndal Rose for arranging the venue which was able to cater to all who wanted to attend.- Dubbo Mothers' Weekend was also a great success.- Currently interviewing for 2026 intake – 185 applications so if siblings haven't submitted applications yet best to action asap.- St Vincent's Day was celebrated along with anniversary celebration for the Grotto – 'rock' theme, rain prevailed.- Yr 11 play – The Real Housewives of Disney – to be held in June- School Musical – Mama Mia – preparations underway, large cast of girls and male leads from a number of local boys' schools. Scheduled for Nov- Winter uniforms well adopted at the commencement of term, appropriate given the recent temperatures.	
President's Report – Leisha Major	Our passionate engaged community was evident at recent events <ul style="list-style-type: none">- P&F Cocktail Party- Mother's weekend in Dubbo. Congrats to Rebecca Roach and Mandy Kelly on organising such a great event. Next year – Tamworth planning underway . 2-4 May 2025	



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	<ul style="list-style-type: none"> - Mother Daughter Dinner – sold out in minutes. Also thanks to Lyndal for arranging such a great event. - Spring Fair planning underway. Subcommittee has kicked off. Great to have a range of people across the community involved 	
<p>Treasurer's Report – Lisa Hunter</p>	<ul style="list-style-type: none"> - Cocktail Party – P&F funded, community event not a fund raiser. Ticket prices were reduced a little this year to encourage people to come. That notwithstanding, numbers were down. Overall however, there was positive feedback on the event. - Income derived from interest on term deposit & levies from school fees - Around \$67k in the account unallocated which is the amount generally kept to be able to pre-fund P&F initiatives. <p>Allocated expenses</p> <ul style="list-style-type: none"> - Maths white boards – in progress - Coffee queens – bench purchase is in progress - Courtyard project – work in progress - Borders gym – in progress - Most of the other items allocated from 2023 have been purchased and are in use. - Subsidising of the Year 12 commemorative ring was questioned – was this an appropriate use of P&F funds? Funding was approved at last P&F meeting in 2023, up to \$9k. It was agreed that a commemorative gift from the P&F would be provided to each student, such as an alumni ring. It was noted that this would need to be an ongoing P&F funded item, not a one off. 	<p>Anne to put P&F in touch with Vivien who can advise who is best to liaise with re commemorative ring or alternative gift.</p>
<p>Spring Fair Update - Tricia Rubinstein, Fair Manager</p>	<ul style="list-style-type: none"> - Exciting start! - 104 days until the Fair on Sunday 8 September 2024 - 25 stalls, 7 Management roles - Spring Fair Steering Committee has been established to deal with the minutia – have been meeting regularly and kicked off with the broader Spring Fair Committee in April. The Steering Committee consists of: <ul style="list-style-type: none"> o Tricia Rubinstein – Manager o Lisa Hunter – Finance o Anne Neville – Marketing o Lisa Major – Technology o Jen Killinger – Logistics - Vinnies spirit alive and well with most positions filled. - Still looking to fill a few roles: <ul style="list-style-type: none"> o BBQ Co-Captain o Logistics Assistant (co-manager) o External stall manager (co-manager) - In the near term we are looking for Sponsors 	



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	<ul style="list-style-type: none"> ○ Sponsor a stall ○ Sponsor the Fair (larger commitment) <p>Also asking the Community to:</p> <ul style="list-style-type: none"> - Plant a few plants - Save books - Put aside 2nd hand clothes and 2nd hand uniforms <p>Newsletter is about to go out Next meeting – 28 May from 6.30pm Please get involved!</p>	
Feedback on the St Vincents App – Jen Killinger	<ul style="list-style-type: none"> - Acknowledged how helpful it is to have the St Vincents App to assist parents to stay on top of various school related administration. - Noted that the process for translating school absences reported through the App to the reporting within the App appears to be manual – errors occurring - Noted inconsistency in utilisation of the App by the school administration eg. Some instances where paper forms are still required for approvals. - It was noted that there is a strong preference for all approvals to be available through the App - It was also noted that extended absence requests still require print/scan documentation. Request for this to be reviewed. - Request to review where other notifications could be communicated through the App - eg sport training cancellations 	<p>Anne to relay to the teaching community</p> <ul style="list-style-type: none"> - Consistent use of the tool - Consider how to best relay communication like sport training cancellations - Review extended leave requests for automation
New platform – Anne Fry	<ul style="list-style-type: none"> - Anne advised that the school is reviewing a new platform that would potentially replace the St Vincents App - Recommendation will be made to the Board this week - If approved, the plan is to roll out middle of 2025 - Will be able to publicly communicate after Board approval 	<p>School to provide update post Board Meeting</p>
Building Project - Anne Fry	<ul style="list-style-type: none"> - DA submitted - Referred to a design panel - In general, the City of Sydney supports the need for the development. - But came back with some changes requested around the façade - Architects hoping to resubmit by end May, feeling optimistic that they have been able to address City of Sydney issues. 	

Next meeting: Term 3, Tuesday, 27 August 6.30-7.30pm.