



PARENTS AND FRIENDS' ASSOCIATION



PO Box 1198
Bunbury WA 6230
ph: (08) 9722 6000
pandf@bcgs.wa.edu.au

AGENDA Meeting on Monday 20 February at 5:30pm Bovell Meeting Room

1. MEETING OPENED, PRAYER AND ACKNOWLEDGEMENT OF COUNTRY

Prayer

Lord God,

During this meeting help us to be guided by your Spirit. May we be wise in our discernment, balanced in our judgment and fair in our decisions. Though we may, at times, have differing views, may we listen to one another and be guided by our common goals. May we always be mindful in our words and actions of what is best for all children in our school.

We ask this through Jesus Christ our Lord, Amen

Acknowledgement of Country

We acknowledge the traditional owners of this land both past and present. This land is the home of the Noongar people. We are standing now on Wardandi country the place of the dolphin dreaming. The Wardandi people are the coastal people and have strong links to this area. With respect to the current Wardandi people and ancestors of the past we thank them for accepting us. Today with mutual respect and understanding we acknowledge the past and its differences and now look forward to working together to build strong relations.

2. WELCOME AND APOLOGIES

Remote - Leanne Abbas, Fiona Florence, Sarah Beaton

Apologies - Lee Dabic, Rita Barbour, Jodie Spanswick, Rachel Lanagan

Present - Matthew O'Brien, Ginny Southwell, Crissane Kappes, Rob Whirlledge, Kathy Chiera, Stacey Harrison, Naomi Milner, Suraj Singh

Resignation Karla Bradshaw

3. CONFIRMATION OF PREVIOUS MINUTES

Minutes for 31 October 2022

Moved: Ginny Southwell Seconded: Matthew O'Brien

4. BUSINESS ARISING

4.1 Privacy and information distribution responsibilities – reminder from Stacey

4.2 Class Lists - Stacey suggested leave to parents in Primary and not involve P & F. Capture in Year 7 to start a Facebook group.

4.3 Funding Committee - discussion regarding difficulty recruiting and whether committee is defunct, potentially discuss items at ordinary meeting. Suggestions of how to manage the process. Profile of committee member, procedure required, does it meet criteria and form. Stacey to follow up and look at Constitution.

4.4 Welcome Event – 60 parents (\$600 ticket sales), 14 staff, 17 students required childcare. Discussion regarding options for night or time. Consider Friday. Feedback regarding Boarding Parents. Discussion regarding info night together did not work.



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- 4.5 School information sessions held for primary years only. Home group teachers met parents of Secondary students on Starting Well Day.
- 4.6 Staff thankyou morning tea - went well and received thankyou from staff.
- 4.7 Community Fiesta - thankyou to helpers. \$600 profit.
- 4.8 Orientation day/ Starting well day – good feedback.
- 4.9 Facebook/ newsletter – getting information out. New Committee member/s to be sought with interest in marketing space and a boarding parent. Stacey to advertise.

5. CORRESPONDENCE

A. Received - none

B. Sent

- Welcome from P & F to Parents
- Invite to Welcome Sundowner
- Maintenance Sundowner

6. REPORTS

- A. Head of Primary – Rob Whirlledge (Attached) - particular mention of new students
- B. Head of Secondary – Kathy Chiera (Attached) - spoke regarding new students and reported feeling welcome. Talked about Parent teacher meetings online, grading and RAPs.
- C. Treasurer – Sarah Beaton (Attached) - influx of new students has left stock depleted, so may need to spend more to get stock back up.
- D. Board – Rachel Lanagan: no Board meeting yet.

7. AGENDA ITEMS

- A. New parents – seek committee role
- B. Year 7 Parent Dinner - Naomi to ask Rita
- C. Year 11/12 Ball Get-together - Ginny/ Stacey - Zebu Bar again
- D. Resin Workshop - Stacey to speak to John Poller and looking at doing this in Term 2 or 3
- E. Primary Fundraiser - Crissi talked to her ideas and to liaise with Rob – refer to attached
- F. Photography Night will not be pursuing. Check Yoga/Sound workshop progress with Kelly at next meeting
- G. Painting Workshop - Stacey to speak to Caroline Cooper
- H. Merchandise purchase - look at new products with Michaela Hales, e.g. Sports bag
- I. Coffee van – Naomi to arrange time for training and speak to Tania regarding coffee, cups, milk etc need for Mother's Day event. Speak to Kathy Chiera regarding student training as have just purchased coffee machine in Home Ec.
- J. Colour run subcommittee – look at dates and discuss at next meeting

8. FUNDING APPLICATIONS

A. Nil

9. UPCOMING EVENTS

A. Discussion in 7 above

10. GENERAL BUSINESS

- A. Hutton Wines Fundraiser – Full donation and one day licence Friday Week 9, RRP is \$35, recommended sale price \$25 (\$20 2-11 or \$200 per dozen). Can take orders at the Reunion.



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- B. Year 6 Dinner suggestion went well last year – Ginny suggested to take on as a P & F event this year. Rob to look at dates to provide to ensure no clashes with school events.
- C. Lee raised whether P & F would like to attend Donnybrook Apple Festival with Coffee Van – Stacey responded that not ready at this time. Kids activity tent sponsored by Grammar in 2021 and would be again approaching the School.

Meeting closed: 6.50pm

Next Meeting: Monday, 27 March 2023 at 5:30pm

Bunbury Cathedral Grammar School Balance Sheet
as at 20 Feb 2023

Money on hand		
Cheque account	\$	74,222.37
Debit Card	\$	343.27
Total Funds	\$	74,565.64
Funds Available	\$	17,054.13

Funds plus future income \$ 44,554.13

Funds less possible commitments \$ 44,054.13

Bunbury Cathedral Grammar School P&F Income and Commitments
as at 20 Feb 2023

Commitments Approved	Balance	Due
Backpack Order	\$ 4,831.69	Feb-23
Backpack Order - SO-063200	\$ 2,679.82	Mar-23
Funding for music dept	\$ 50,000.00	Dec-22
BCGS invoice fix up	\$ 1,856.13	Mar-23
	\$ 57,511.51	

Future income		
Term 1 uniform shop	\$10,000	Apr-23
2023 memberships	\$17,500	May-23
TOTAL	\$ 27,500.00	

Current Commitments Not Yet Approved		
Welcome Event	\$ 500.00	Feb-22
TOTAL	\$ 500.00	



Head of Primary Report to Parents and Friends' Association February 2023

Student Numbers:

Primary numbers sat at 204 students in Primary at this time in 2022, and are currently at 217. Year 4, 5 and 6 are all double streamed.

Staffing:

- Caroline Andrault has a contract for Term 1 to teach French in Primary and Secondary. We are seeking to extend this to cover the remainder of the year.
- Anna Fischer has a fixed term contract and is covering Geoff Dunbar's Long Service Leave in Term 1.
- We await the arrival of our new Chaplain in Semester 2 and, with the departure of Father Geoff Chadwick and Mrs Glynis Biggar, Ms Tran Ngo is teaching Religious Education to the Early Childhood classes in Semester 1, while Primary Classroom teachers are delivering Religious Education.
- With the arrival of several Special Educational Needs students in the Primary School this year, we have appointed a SEN Educational Assistant for Term 1 and are advertising for this position for the remainder of the year.
- Rachel Cook has accepted the role of the Gifted and Talented Co-ordinator in the Primary School, seeking to ensure a smooth transition of these opportunities from Primary into Secondary School.

GAP Assistants

- We welcome Amy, Mari and Rae as our Gap Assistants this year.

Parent Information Evening and P&F Sundowner:

The Primary Parent Evening on Thursday of Week 2 was well attended; however, it appeared that many of these parents did not come down to the Pavilion for the P&F Sundowner. Those that did attend had a wonderful time and we extend our thanks to the P&F for another great evening.

Camps:

The Year 5 Camp took place in Week 2 and was a great success. Students went up to Woodman Point in Fremantle and enjoyed a variety of activities including the WA Museum Boola Bardip, Fremantle Prison, Penguin Island, Shipwreck Museum, Maritime Museum, Roundhouse, and activities at Woodman Point.

Leaders' Blessing:

Our Year 6 Leaders for Semester 1 received their badges and blessings on Thursday of Week 2. Many thanks to Dean Darryl Cotton who presided over the service and is assisting with Eucharists this semester.

Year 3-6 Student Councillors were also presented with their badges at the Primary Assembly on Thursday of Week 3.

Sport:

Swimming trials for students in Year 1 to 6 took place in Week 1 and Week 3, with the Carnival to be held on Wednesday of Week 5.

Visual Literacy:

Year 1 to 6 students were treated to sessions delivered by the Fremantle Literacy Centre on Tuesday and Wednesday of Week 3. Many thanks to Ms Jan Pocock for organising this.

Smoking Ceremony and Land Yarning

On Friday, 24 February, K-2 students will be treated to an Indigenous smoking ceremony and land yarning incursion by Ernie Hill.

Young Writers' Collective – Year 6

Each year the Lishman Library hosts a number of Young Writers' Collective workshops, supported by The Literature Centre. These workshops are open to all students in Year 6 to 12 on an opt-in basis, who have the opportunity to work with and learn from, a range of authors. The first of these, for Year 6 students, will be a one day workshop with visiting author Sally Murphy OAM, on Tuesday, 28 February.

Year 5 Stand-up Paddle Boarding


Each Year 5 class will have one stand-up paddle boarding session at Koombana Bay. The first session took place on Friday, 17 February, from 7.00-8.00am. This will then culminate with the whole cohort attending a final session and BBQ breakfast on Friday, 3 March. Sincere thanks to Miss Fischer, Mr Kavanagh and Mrs Holdman for the time taken to run this program.

Shrove Tuesday and Ash Wednesday:

Pancakes will be provided to every child in the Primary School and there will be a Whole School Ash Wednesday Service on 22 February.

Up and Coming Events for the term:

- | | |
|---------------------------|---|
| - 24 February | Indigenouse Smoking Ceremony and Land Yarning – K-2 incursion |
| - 24 February and 3 March | Y5 SUP + BBQ Breakfast |
| - 28 February | Young Writers Collective – Year 6 |
| - 1 March | Primary Swimming Carnival |
| - 13-17 March | Primary Parent Interviews |
| - 15–27 March | NAPLAN |
| - 23 March | SWPSA Swimming Carnival |



Robert Whirledge
Head of Primary



Head of Secondary's Report to Parents and Friends' Association General Meeting, Monday, 20 February 2023

Start of the year

It has been wonderful to welcome everyone back for 2023. The P&F welcome function held on Thursday, 10 February was a very pleasant and happy occasion. We seemed to be a little lower on parent numbers than in previous years, but the number of new parents attending was significant and I am confident they would have found it a very positive evening.

A big thank you to all P&F members who worked so hard to make the event run and, to Mrs Fahie, Mr Cabala, and our music students, for their excellent entertainment.

I have been meeting with all new students most recently and have been very encouraged by their reflections. Every student I have spoken to so far has reported that they have felt included and welcome; they feel they have been supported by peers in their classes and the wider community of teachers and support staff and are making friends.

Staff

New staff

We have been pleased to welcome the following new staff to our Secondary team for 2023:

- Jonathan Evans – HASS
- Melinda Ford – Mathematics
- Caroline Andrault – French
- Abbey Leighton – Mathematics
- Sandra Goerling (Long Service Leave replacement Term 1)

We have welcomed three Gap Assistants from South Africa to join our School staff for 2023. Amy Chambers, Mari Swanepoel and Rae-Jean Govender will be working across all aspects of the School including in Primary and Secondary, Grounds and in Boarding.

We are without a Chaplain for Semester 1 but anticipate announcing an appointment later in the year.

Retirement

Jenny Dunlop will retire from her position as Technologies Teacher effective at the end of Term 1, 2023. What started as a fixed term, part-time, teaching contract in Technology and Enterprise in Semester 1, 2104, developed into decade-long working relationship with the School.

On behalf of the Board of Governors and School community, we extend our sincere appreciation to Jenny for her dedication and support of our student. We wish Jenny all the very best in her retirement!

Events for Term 1 2023

The following events are coming up for Term 1:

- Medical Allied Health Careers Expo – Thursday, 23 February
- Year 12 Parent/Teacher evening – Thursday, 2 March
- Secondary Interhouse Swimming Carnival – Wednesday, 8 March
- Wagin Woolarama – Friday, 10 March
- Year 8 Parent/Teacher Evening – Thursday, 16 March
- Year 11 Parent/Teacher Evening – 20 March
- Class of 1982/83, 1993, 2003 Reunion – Friday, 25 March
- NAPLAN Testing – 15 to 27 March
- Outward Bound Camp – Tuesday, 28 March

Parent Teacher meetings for 2023

All Parent Teacher meetings will be held through Microsoft Teams in 2023. We have reviewed our provision of these meetings based on the feedback we received in 2022 and decided to continue with the Teams option. Parents are welcome to make direct contact with any specific teacher if they feel this



is necessary, and to come to school for a face-to face meeting. However, in general we received excellent feedback around the use of Teams for the scheduled PTO meetings, with Parents citing issues around privacy, the ability to join the meeting remotely from anywhere and the efficiency of the system as compelling reasons for continuing.

Grading and RAPS

We have reviewed the provision of an academic grade for Religious and Philosophical Studies in Year 7 to 11. This is not a requirement of the School Curriculum and Standards Authority and is a school-based decision. We have decided to remove the grade on reports, but we will still report ratings on the 'Approach to Learning' which indicates the level of application and engagement a student has shown during the Semester.

Camps

The Year 7 and Year 11 camps happened during the first week of term and both were most successful in meeting their respective objectives.

This is the first time we have run an Aspirations Camp for Year 11 students and we were pleased with the positive responses from our students.

Our Year 10 students will head out on their 10-day Outward Bound Camp in Week 9 of Term 1.

NAPLAN testing Year 3, 5, 7 and 9

As Parents should be aware, the WA Government has brought NAPLAN testing forward for 2023 with our students taking these assessments online during Week 7 and 8 of Term 1. A practice test will be available to students prior to the testing window opening.

MRS KATHY CHIERA

Head of Secondary

20 February 2023

PRIMARY FUNDRAISING IDEAS

PUBLISHING A BOOK (<https://schoolyardstories.com.au>)

Schoolyard Stories can help us publish a book and fundraise. The students can become published authors! They could create a compilation storybook, including art works and a variety of creations by the students from Kindy to Year 6. Every student would have a say and a portrait on the book and each year group would have a group work added as well. This could be fitted into the curriculum. The idea to create the book is to motivate the love of creating and get the children excited about books. The results would be inspirational.

In addition, students could design their own book covers, turning the book unique and a keepsake.

Schoolyard Stories offers everything we need to create, promote, pre-sell and professionally print a beautiful book. Tailored order forms, posters and social media posts provided. They can help design the book from cover to cover or they can customise a design idea.

It could be a lucrative fundraiser. Sponsorships are also a great addition to offset the printing costs. We could blend in sponsors in the book. We could potentially raise enough funds to cover the cost of our books and return 100% profit from sales.

FUNDRAISING MUGS (<https://www.fundraisingmugs.com.au>)

Australia's Unique Fundraising Mugs, created from children's original artwork! This will sure give the students and parents something to smile about. Great for keepsake and gifts for the whole family. The children would be proud to see their artwork on a mug to be used.

The students would be asked to create an artwork on a template paper. The pictures would then be sent to Fundraising Mugs, then they would do the rest to transfer the artwork to become part of the mug.

The Mugs are Guaranteed not to fade, wash or scratch off, they are dishwasher and microwave safe. They really are designed to be used.

Fundraising Mugs offers advertisement, letter to send home to parents, template for the children to draw in, free delivery and no out of pocket expense. We're guaranteed to make a profit.

SILLY SOCKS FUNDRAISER (<https://simplyfundraising.com.au/pages/product-fundraisers>)

We could make some money as well as have some fun. These socks come in a huge range of sizes and styles so the students or everyone in the family can have their own pair. The parents and students order online, the socks are shipped directly to their homes and after we could have a silly socks day at school. The profit on socks varies from 10% - 25% of the sell price. Custom webpage with links for our fundraising easy accessible by any device online, customer support, free marketing resources all provided for a successful fundraiser.

This is not intended as a fundraising idea, but I thought a new school water bottle would be great.

WATER BOTTLE (<https://www.flasky.com.au>)

Aqualok 750ml drink bottle model with school logo artwork and website printed. Variety of colours according to the school houses: blue, green, yellow and red. Virtual design and bottle samples sent by flasky.

We could work on advertisement to promote the sale of the new water bottles through the clothing shop.