Meeting opened by Sarah Guinea at 7:11pm

**Apologies:** Brendan Ryan, Emma Butler, Gillian Taylor

**Present:** Nikki Clark; Sarah Guinea, Siobhain Woodward, Leah Sheldon, Erica Wells

**In Attendance:** Brian Laybut

**Welcome & Prayer:** read by Sarah Guinea.

**Minutes of previous meeting:** tabled by Sarah Guinea. Accepted by Sarah Guinea and seconded by Leah Sheldon.

**Treasurer’s Report:** read & tabled by Erica Wells. Accepted by Nikki Clark and seconded by Sarah Guinea.

**Secretary’s Report:** N/A

**Parent Assembly Address:** N/A

**Principal’s Report:**

**Term 3 Events:**
- Maths Olympiads
- Staff Spelling Service
- Confirmation
- Tweed Catholic Schools Public Speaking
- Banana Festival – High School Musical
- Parent / Teacher Interviews
- Literacy / Numeracy Week
- Middle School Excursion
- Father’s Day Stall
- Pixie Photos
- Monster Raffle
Term 4 Events:
NAPLAN results
Father / Son camp
World Teacher’s Day
Staff development day – Australian Curriculum
Grandparent’s Day
Kindergarten Orientation
Tableau
K-2 swimming program
Swimming Carnival
Yr 6 Graduation Mass
Presentation Night Yrs 3-6
Presentation Morning K-2
School “treat”
Last day Term 15\textsuperscript{th} December

Update – address Brian Laybutt
Student teachers: 4 at school at the moment, finishing next week
Fencing: all in place
Playground Shade Cloth: new shade cloth installed
Building Program: all signage up around the school, waiting on entrance signage to be completed
Enrolments: will be 2 K classes of 20 each next year
Reading Materials: request to the Parent Forum to purchase more books for Yr 3-4 and Middle School classes
Playground Landscaping: waiting until after Tableau for seated shading
Soccer Shirts: purchased and have already been used for the Grafton soccer match
Coles Dockets: we have had exceptional response to this and are looking at about 50kg worth of dockets to be redeemed
School Fees 2012: budget submitted to finance council, increase on technology levy

Items for Discussion / Decision
Parent Forum Funding: Reading Materials - $7,000 landscaping
Events for 2012:

Events 2012
Fundraising:  
Term 1  Skill-a-thon
Term 3  Monster Raffle

Social Events:  
Term 1  Family Picnic K, 1 / 2
Kinder Night Out (wk 6 – early March)
Bush Dance (wk 8)

Term 2  ANZAC Day
School Disco (infants / primary)
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<tr>
<th>Term 3</th>
<th>Girls Night Out</th>
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<td>Banana Festival</td>
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<td>Talent Quest (day time)</td>
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<td>Term 4</td>
<td>Father/Son Camp</td>
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<td>Grandparent’s Day</td>
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<td>Murwillumbah Show</td>
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<td>Christmas Performance</td>
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<td>Golf Day (afternoon)</td>
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**Other:**

**Term 1:**
- Mother’s Day

**Term 2:**
- Catholic Schools Week

**Term 3:**
- Father’s Day

**Term 4:**
- Tableau

**General Business:**

Brian requested the Parent Forum assist with the purchase of reading materials for Stage 2 and Middle School classes, along with thesaurus’ and dictionaries. Other reading materials to be purchased would be take home readers for K, Yr1-2. Total cost $7,000.

Brian also requested the Parent Forum support the school with a contribution of $6,000 towards the landscaping and draining in the passive play area, along with ‘park-like’ shaded seating and trees for the children.

Leah wanted to address the children consuming lollies and non-healthy snack food on their treat days, as this year the Healthy Lunchbox competition was held the same week as the end of term treat where children brought in packaged snacks.

Leah also brought to everyone’s attention that the Story Dogs’ program is available to the school for use for children’s reading confidence etc. with a dog and their ‘volunteer reader’ on an ongoing basis. Brian is happy for this to occur and Leah shall forward some literature so Brian can implement the program in the future.

With regards to Jan-Maree Brooks’ request that a safety officer or police officer might speak with the school children about safe scooter and bicycle riding. Police Officer’s do not perform this task, so the Catholic Education was approached and they suggested that in ‘bicycle week’ someone from the school should address the children with regards to this. It was suggested that a parent police office should be approached or perhaps the RTA, Brian shall investigate.

Cyber bullying address will be held most likely week 3, term 1, 2012.
With regards to the letter written to TSC from Brian regarding parking, footpaths, parking and drainage at Mooball Street, Brian forgot to forward the letters to Nikki so she may be able to follow up with a letter to Council in hopes to expedite the procedure on behalf of the Parent Forum.

Siobhain Woodward suggested a diary type book for all students to bring home and be signed off on by parents on a weekly basis, and teachers to liaise with parents for children. Brian took this suggestion on board and will approach staff with regards to their thoughts on the matter.

Naomi Smith’s previous request for donations from families and friends of the school for old instruments for the students has not has any response even though the school advertised in the newsletter.

Meeting closed: 8.55pm