**MINUTES**

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| **DATE** | 13 February 2022 |
| **TIME** | 7:30 pm |
| **PLACE** | Bentleigh RSL |

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| **ATTENDEES** | Tennille Liebig, Adi Stevens, Tash Jerrard, Penni Leeman, Benita, Rachael Dale, Dana Eccles, Tamzine Dalidakis, Kelly Bodenstaff, Carolyn, Fiona, Kirsty Hall, Clare, Stephanie, Mohan, Natalie, Robyn, Emma Green |
| **Apologies** | Jacqui Slaughter, Faith Kisby |

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| **ITEM** | **DESCRIPTION** | |
| 1 | Correspondence | |
| **In** | **Action** |
| N/A | N/A |
| **Out** | **Action** |
| N/A | N/A |

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| 2 | **RECENT EVENTS/ACTIVITIES** | |
| **Grade 6 Graduation** | |
| * There were two events- the graduation itself and the disco and dinner * Everything went well and arrived on time * Might change up the food next time? Chicken was cold- look into what we used to do pre-covid * Only hiccup was the dessert- forgot to order gluten free desserts etc. (did a late Woolworths run) * Want to change a few things eg: DJ (smoke machine) * Purchased some new items to re-use including photo props and table cloths * Suggestion to add more colour next year- eg balloons | |
| **UPCOMING EVENTS/ACTIVITES** | |
| **Family Day- Picnic** | |
| * Robyn has asked that we try to organise a whole school picnic evening- need to lock in a date if possible, preferably on a Wednesday afternoon/evening in the next few weeks. Not 6-8 March * Suggestion- could this be on a weekend or Friday night? * Tennille will go back to Robyn to see if there is any possibility of another night- then lock in date | |
|  | **School photos** | |
|  | * School photos will be on 29 March * Usually just need one or two parent helpers on the day- help with kids, fix hair etc. * Tennille and Rachael will help out on the day | |
|  | **Mother’s Day Lunch** | |
|  | * Friday 5 May tentative date * Need to start researching again where we go- same venue? * Do people prefer the stand up or sit down lunch? * Mixed feedback- some preferred the sit down lunch- more food- better value? Others liked to be able to mingle at the stand up event * Venue we choose also depends on pricing- McKinnon pricing worked out well * Trying to keep the cost of tickets down to encourage people to attend and make it accessible for all * Numbers are also an issue- venues are limited to max number of ppl * Stand up could work better if there was some seating available, to give that option later in the day * Fiona and Carolyn and Jacqui and Emma will organise it this year * Last year we made about $4.5k * We have had a speaker in the past but maybe better without a speaker so people can chat and be social * Last year we had a sponsor- local real estate agent- this was great- will look to do this again * Dana and Benita also happy to assist with organising the lunch | |
|  | **Mother’s Day Stall** | |
|  | * Adi and Penni to order stock in the next week or two * Will need additional helpers closer to the time * Tennille will help and Dana and Tash * Will do a callout for helpers closer to the time- for before the event, set up, stocktake and on the day itself | |
|  | **Prep Mother’s Morning** | |
|  | * Date TBC * Will need 2 or 3 helpers * Purchase morning tea supplies * Set up/pack up morning tea on the day * Tennille will speak with Amy Harris re: date | |
| 3 | **GENERAL BUSINESS** | |
| **Other events:**   * Fundraiser night   **Movie day**   * Movie day- Kirsty will organise- Clare will help * First Sunday of June school holidays   **Disco**   * Disco needs to be moved this year to term 4 from term 3 because of the school concert * Basketball timing- worked in term 3 because of last week timing but might not work for term 4? Tennille to speak with Emma about scheduling * Need someone to run this event- volunteers? Robyn and Benita will organise (will need other helpers on the day)   **Other fundraising ideas/activities**   * Feedback from Amy Harris- prep dads are asking what about dads? * Other schools have a dad’s social group- meet once per month- always on every month- Rachel happy to organise it- could we get a percentage of the bar? 2 Brothers venue in Moorabbin * We could start with prep dad’s social night then open to rest of school * Also a prep drinks night maybe at the Bentleigh Bowls Club. * Fundraiser ideas- could do icy pole day, sausage sizzle- could do this twice a year, term one and term 4- could be last Wednesday of the term? We need enough parents to help on BBQ and helpers to hand them out to the classrooms. Last time we ordered extra icy poles- might as well give the kids free icy poles. Carolyn will ask last year helpers to see if they want to organise it again. * Parent basketball tournament- a team per class? * Colour run- need to lock in a date. Last year made $14k. It is easy to organise through the company. Most schools stay in school grounds- a few other changes to make to ensure we don’t run out of colour etc. * People are saying they would like to know what we are fundraising for with each event. We could put out comms to parents of things we are raising for during the year- need to discuss with teachers in terms of priority for fundraising. * Preps are wanting new readers and new toys- Tennille to find out more about this- hat do they need, and how much. * Steph Tilley would like some new gym equipment- if we have our own mats then parents don’t have to pay every year when the kids do gymnastics class * If there are parents who can’t give their time, they could give money or donations of goods for raffle prizes? Could potentially include this in our comms * Dana happy to continue doing social media- Facebook posts. Can we push out messaging through class rep Whatsapp groups? Tennille to speak to Emma to see if we can get a list of parent class reps. May also be god to set up a PFA organisers Whatsapp group as well | |
| 4 | Next Meeting – AGM March 2023 - TBC | |
| **DATE** | Monday |
| **TIME** | 7.30pm |
| **PLACE** | TBC |
|  |  | |
| 6 | Meeting Closed at 8:55pm | |
| 7 | Minute Taker | |
|  | **NAME** | Adi Stevens |