## CLASS PARENT / PARENT ENGAGEMENT NETWORK MEETING

### MINUTES

**DATE: 15th Feb 2016**

**WELCOME AND PRAYER**

<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
<th>ACTION</th>
<th>PERSON RESPONSIBLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATTENDANCE</td>
<td>As per attendance book</td>
<td></td>
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<tr>
<td>PREVIOUS MINUTES</td>
<td>None to pass</td>
<td></td>
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<tr>
<td>CORRESPONDANCE</td>
<td>None</td>
<td></td>
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<tr>
<td>TREASURER’S REPORT (Circulated prior to meeting)</td>
<td>Closing balance as of 31 December 2015 is $532.96</td>
<td>CB has organised external auditor for 2015</td>
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<tr>
<td>DIOCESAN PARENT COUNCIL REPORT (Circulated prior to meeting)</td>
<td>• Diocesan Parent Council (DPC) Website (via school website) contains Term 1 program – DPC would like the class parents to let all parents know about Michael Grose and all other programs provided by the CSO.&lt;br&gt;• A DPC induction and planning workshops evening is taking place this term. PEN members can contact Maria for more details&lt;br&gt;• The DPC cluster co-ordinator – Jeanie is updating the database, Maria to forward current PEN team emails.</td>
<td>-Josie to send email &lt;br&gt;-Maria to send Josie the hyperlink</td>
</tr>
<tr>
<td>PRINCIPAL’S ITEMS</td>
<td>o A reminder about Class parent and PEN roles- see the ‘School Community’ section of the website&lt;br&gt;o Class Kitty hand over and a/c details to be emailed – no handling of cash by school- 2 reconciliations at end of each semester – end of year school can hold in trust&lt;br&gt;o Some class kitty funds from 2015 are being</td>
<td>-Class parents to collect from the office any funds from 2015</td>
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- Parents to complete the parish survey for the ‘Listening Evenings’
- Josie to organise as part of a school event when parents will already be at school and film to upload for parents not able to attend

### OTHER REPORTS
(Pastoral, Uniform, Banking, Band, Class Parent)
Circulated prior to meeting

- Girls’ summer uniform feedback – the band/dropped waist style can be restrictive for movement.
- Josie to feedback to supplier

### SOCIAL AND FUNDRAISING EVENTS
- Bingo Night- proposed date- Friday 27th May, as per last year
  - Art Auctions
- Josie to email Kaye A- Class Parent Liaison
  - Josie to contact Louise Mitchell
| MATTERS FOR FUTURE CONSIDERATION (items addressed must be emailed prior to meeting) | • Melbourne Cup social function for St Rose parents  
• Bush Dance social function for Term 3 date TBA | • Natasha L to co-ordinate  
• Kasey M to co-ordinate |

**MEETING CLOSED**: 8pm

**NEXT MEETING**: Monday 9th May- Class Parent Meeting at 9am and PEN meeting at 7pm