

## PRG MEETING SUMMART 26.10.17

Attendees: Leslie, Vanessa, Remy, Celeste, Tara, Melissa, Nadia, Carmel, Nic, Fran, Meena, Jen

### **1. Financial Report YTD.**

- See report provided by Nic.
- Disco provided a good profit. Money will be utilised for playground payment.
- Suggestion to provide clarification on Father's day and Mother's Day spending. Could we provide a list to families at beginning of year about which events the levy fund and survey the community for feedback on current events? Involve community in decisions to determine and understand what they value.
- PRG to produce outline/summary of each event in 2017 for all PRG members, what were costs so PRG can plan for 2018.

### **2. Review of PRG Formation: Carmel Hewitt**

- Highlight the importance of yearly review and what impact PRG has had on community. Need to consider the concept of **why?** What are the beliefs members have and what inspires us to be a PRG?
- Members self-reflect on **why** they are here. Members made self-reflective comments such as: supporting children, to contribute, to be engaged, to connect, giving back, being part of group that brings community together, to connect with teachers/staff, to make others aware of support, to form and build a positive and connected community from staff level, build staff/parent relationships.
- **Why** PRG in broader context: To model parent engagement and involvement, Parent group sets school culture, a way to connect the whole school community, ultimate outcome is the wellbeing of our community and adapting to changing needs.
- PRG has had success with connection to community via different events and participation: Dinner dance, grandparents day, etc. Opportunity to connect ELC next year so we extend participation. Reflect later on the how & consistency of what.
- **Ladder of feedback Questions, Clarify:** Is there an opportunity to be more inclusive to all community and better utilise parents skills. Are we efficient with parent community? How do we do it better? How do we better connect with parents who cannot attend events? As some families cannot be here, we cannot put our beliefs on commuting/ working parents. What is our criteria for PRG to be effective?
- **Strengths of PRG: Value:** Regular open discussions as group, leadership and PRG are working well together. Carmel gave congratulations. School and team are flexible and willing to embrace changes. PRG have been able to trial new ideas, group members respect each other and have developed friendships. Each event went very well, majority of students and families are happy. 2017 PRG are still finding their feet but have had many achievements, PRG have successfully diffused negative attention/reactions as a group. Group communicates and asks each other for feedback. Community are grateful.
- **Improvement/ Concerns:** May need more structure to avoid last minute scramble- Nic to provide calendar of events. Provide this event list for 2018 to the community and offer opportunity to help out with events if they can. Families can plan if they have clear idea of what is coming up and plenty of notice. Suggest that in 2018 each grade will be responsible for one event. PRG to clarify what volunteers are actually required to do (outline clearly the responsibilities and how many people are needed).
- Are we lacking engagement with parish component (from 2017 vision statement and goals)? Are our parish mornings enough or satisfying school/parish needs?
- **Suggestions:** Setting up calendar for events 2018 that include school based activities, include parent engagement info/statements to entice helpers rather than "we need volunteers".
- PRG to promote new class parents and planning events this term.
- Need to determine a possible new structure/roles before AGM. Shared general roles to improve consistency and direction. If community have an understanding of structure and possibilities this may entice new members/class parents to join. Melissa to meet and discuss initial ideas of structure with the

PRG for members to add feedback and comment. **Meeting 8<sup>th</sup> Nov 11.30am.** Melissa to then engage and communicate formation structure to leadership.

- Parent engagement: To be put on hold until you have structure for AGM and planning for 2018. Ideas to identify needs? How to support? How to get information out? Engage with ELC to help this too.

3. **AGM 21<sup>st</sup> Nov @ 7pm,** Meeting will be a wrap up of last 12 months, nomination of 2018 PRG roles/members. Define numbers (no more than 12 members) and structure. Meeting will include reports, success, PRG process and format, leadership to communicate how many positions available before the AGM. **PRG Need to let Nic know whether planning to stay on PRG ASAP.** All SJB Community can self-nominate to become a member. After formalities PRG to provide cheese/drinks and celebrate achievements (Approx. ½ hour formal presentation, rest of evening positive and social). Advertise CSP Position (as Celeste cannot continue in this role) to wider community.

4. **Reports from past events:**

**Disco report:**

- New DJ was much better.
- Dress up/theme was well received.
- Communicate that students cannot carry/use mobile phones at disco in future.
- Need to organise a better system for parents to sign children in/out. Review next year.
- Possibility of setting up flexi school payment option?

**Cyber Safety Workshop:**

- Excellent and useful Information.
- Well received by parents and students.
- Great presenter, very engaging loads of info.

5. **Upcoming events:**

- Teachers day: Meena organising- Thank you Meena!
- Trivia- 38 people confirmed –Will go ahead. Cathie to put notice on app we that we are going ahead. People can still register on night.
- Nancy Cook up 3<sup>rd</sup> Nov @ 9am. Fran noted SJB cannot receive home cooked meals due to food safety regulations.
- Mini Vini's Year 6 Fete- Fri 10<sup>th</sup> Nov: Volunteers needed. Need clarification of how PRG use levy to fund events, parents commenting on FB about cost of fete. Mini-fete has nothing to do with levy. Yr 6 always raise money for a leaving gift to the school. Nadia to communicate with yr 6 teachers.
- Christmas raffle will not go ahead this year due to other expenses on families.
- School will manage the year 6 farewell gifts. Not PRG responsibility.
- Cheers & Tears **Fri 2<sup>nd</sup> Feb.** Year 1 parents to assist PRG. This event is very early term 1, PRG need to coordinate team for this ASAP.
- Big Arvo 2018- Book Simon again. Nic to liaise with Simon to determine date.
- No Christmas Picnic this year as it's an extremely busy time of year for people to attend another event, SJB choir sings Christmas carols at beginning of concert.
- End of year mass: may be an opportunity for PRG to combine a morning tea prior to end of year mass on last day??

6. **Correspondence to PRG**

- Parent/ Family Business director: Parents self-nominate to be included in directory. Helps support community and local businesses. Celeste to engage the parish. SJB Parent has kindly offered to create the directory (Celeste to direct the parent to Nic for newsletter/contact details). Add info and invitation to participate in SJB newsletter and parish newsletter.
- Some complaints about parents willing to help but not being supported, this is a communication issue.
- When video links are provided in SJB newsletter, can we include direct video screen?
- A parent feels that we had missed opportunity with the 2017 musical theme, could have utilised our diverse cultures and parent knowledge.

**Other:**

- Some parent concerns about developmental stages of children and diverse parenting.  
(Boyfriend/girlfriend & social media) Perhaps provide Parent Ed session/information on these issues next year.
- Fran to send AP survey to PRG for parent feedback.
- Student bathrooms: Last holidays bathrooms fitted with new locks and doors fixed.
- PRG to reach out to new families - Melissa to talk with Cathie about being notified of any new families each term.

Next PRG meeting after AGM: TBA