

## **PRG Meeting Summary**

**22<sup>nd</sup> March 2017**

Present: Carmel Hewitt, Nadia, Vanessa, Amanda Dillon, Remy, Leslie, Julie, Celeste, Jen, Nic

1. **PRG Formation** – Carmel Hewitt

Carmel explained that we don't need a charter straight away as many other Catholic School Parent Bodies are going through the same journey as us in finding a new way to meet the needs of the school community. Carmel noted that we are currently working as "Collaborative Decision Making Group" which seems to be working well. She took us through the document, "Collaborative Ministry" (attached) which detailed the essential elements of such. We agreed the first task is to articulate the group's vision and goals so they can be communicated to the wider parent body. Ideas brainstormed by the group included "being an adaptive group to meet the needs of the changing community". Meeting scheduled for Thursday 30<sup>th</sup> March at 12.30pm to finalise this.

2. **Broken Bay Catholic School Parents Leadership Evening:** Tuesday 28<sup>th</sup> March 6.30 – 9pm, Wyong, need RSVPs

Nic, Melissa, Celeste, Nadia, Vanessa, Therese, Julie and Meena attending. Car-pooling to Wyong for the meeting suggested.

3. **Future Ready Parent Conference:** (Celeste) September

8-10<sup>th</sup> September in Manly. When timetable is finalised we will advertise with wider parent body.

4. **Parent meeting nights:** (Melissa) Possibly two parents from the PRG could organise tea/coffee/nibbles for these evenings? Given they are only held once a term different parents could nominate a term that they would like to cover. As they are usually held at 7pm lots of parents told me they had come straight from work- I know it's a small thing but having a cuppa and biscuit would be a welcoming gesture.

Agreed a good idea.

5. **Family room :** (Melissa) I would like all families of SJB to feel welcome to drop into the family room and make it a space for them to meet despite me only being on site 3 days a week. Perhaps a PRG member could work with me and we could discuss options/ideas? I would really welcome community input as to what would accommodate their needs etc.

Agreed a good idea

6. **Nancy Freezer Cook Up:** (Melissa) when? Who?

Yes, to be held on Friday 5<sup>th</sup> May. Melissa to coordinate.

7. **Footpath paving near the school:** (Leslie) I was wondering if it would be possible in the interest of being neighbourly to offer to organize the paving of a footpath in front of the school neighbours where a dirt path has been worn. If they'd even be interested

Council land so we cannot do anything to it. Leslie to approach home owners to see if they would like the PRG to write to council about a footpath.

8. **Consider a casual meet for dinner :** (Lelsie) locally maybe after the school disco?

Reintroduce social outings. To begin after the School and Parish Dinner Dance.

9. **Reverse gifts:** (Meena) for Coast Shelter Women. Fran emailed the PRG a while back with some suggestion of what they need, but I think this needs to be actioned.

Approved. Fran, Tara and Meena to organise and let community know.

10. **Hot Cross Buns:** (Rebecca) Umina Bakers Delight \$5/half dozen  
**Approved. Rebecca to organise.**
11. **Next Events:** (nic) who is doing what? Should we ask for other parent helpers to form teams?  
**See attached. Each group to call for extra help from the community to encourage involvement and to “spread the load”.**
12. **Dinner Dance:** (Nic) getting tables together , encouraging attendance  
**This is an ideal opportunity to “build community and connection”. All PRG members encouraged to not only attend the event but encourage everyone they see to come along.**
13. **LTO Reflection time:** (Nic) second break each Friday children who have received a LTO go to a designated room to undertake a time of reflection.  
**Approved as trial for Term 2 to see if this time of reflection deters children from “offending” again. The school’s ultimate goal is to support children to have good behaviour and to deter behaviour which results in a LTO. Nic suggested the Term 2 parent meeting be on explaining the behaviour policy and SEL for home. PRG agreed.**
14. **Meacham Way Crossing:** (Vanessa) cars come around there very quickly. Can we get a crossing.  
**Nic advised the school wrote last year to try and get a crossing there but we were told it was not busy enough to warrant a zebra crossing. PRG to write a letter to the council outlining the addition of the ELC to see if this makes a difference.**
15. **Walking the Way”:** (Celeste) Monday morning 9 – 11am.  
**Please encourage attendance**
16. **Term 2 dates:**

<b>Week 1</b>	<b>Thursday 27<sup>th</sup> April</b>	<b>9am</b>	<b>Parent Cuppa in Family Room</b>
<b>Week 3</b>	<b>Thursday 22<sup>th</sup> May</b>	<b>12pm</b>	<b>PRG meeting</b>
<b>Week 8</b>	<b>Tuesday 13<sup>th</sup> June</b>	<b>7pm</b>	<b>Parent Meeting</b>
17. **Communication:**  
**PRG to create a Facebook page to inform wider parent group of happenings etc... keeping it positive and immediately deleting any negative comments (and referring the writer of the correct protocol which is to contact the person involved directly). Then each parent rep can copy the info and put it onto their grade page.**  
**PRG to also create a closed Facebook group just for the PRG members to communicate rather than using email.**  
**\*\*\*Call for PRG members who would like to be on this communication team to set these pages up. It would be good to have these pages ready to go for the beginning of Term 2.**
18. **Parent Reps for each grade**

<b>Kinder</b>	<b>?</b>
<b>Year 1</b>	<b>tara, remy, celeste, meena</b>
<b>Year 2</b>	<b>vanessa, meena, therese</b>
<b>Year 3</b>	<b>celeste, Julie, leslie</b>
<b>Year 4</b>	<b>nadia, jen, rebecca</b>
<b>Year 5</b>	<b>vanessa, nadia</b>
<b>Year 6</b>	<b>jen</b>