



St Kevin's Catholic Primary School

✉ 57 – 59 Oaks Avenue Dee Why 2099 ☎ (02) 72562117

🖱 skdy.dbb.catholic.edu.au 🌐 www.skdy.dbb.catholic.edu.au

St Kevin's P&F Meeting Minutes - Tuesday 27 May 2025

7pm St Kevin's School Library

Attachments: Power Point P&F Meeting Term 2 2025

1. Welcome and Opening Prayer

Melinda Navin (P&F President)- Welcome and declare meeting Open at 7:00pm 27/5/25

Amanda Kew (PEC) Opening Prayer

2. Record of attendance and apologies

Attendance:

P&F Executive- Melinda Navin (K & 2), Lucy Richards (1), Franzi Schemmel (3)

K- Mel (2) Alexia and Mike

1- Lucy, Jen, Maddy, Kate and Janie

2- Mel (K) Karen (4), Carol (3), Masnesh and Bec (6)

3- Franzi, Carol (2)

4- Karen (2)

5- Marley

6- Adam and Bec (6)

Staff- Adrain Pulley, Nicholas Dowler, Amanda Kew

Apologies:

P&F Executive- Tami Griffiths and Adriean Sweeney. Jiraju Brennan Year 4 class parent, Ruby Saini Year 2 Class parent,

3. Confirmation and acceptance of the minutes of the previous meeting

Melinda Navin– confirming and accepting minutes of the previous meeting, declaring the minutes on the St Kevin's website.

Lucy Richards accepted viewing of meeting minutes.

Term 1 and Term 2 Minutes to be uploaded on School Website in P&F session

4. Business arising from those minute

AP confirmed the musical will be based on 2025 Christmas concert, with the intention to deliver a musical in 2026 once the right staffing is in place for music & use of Hall (which will be taken over from Parish by school).

5. President's Welcome – Melinda Navin

Acknowledgement of the P&F term 1 meet and parent welcome- Thank you to the year 1 parents volunteers

Disco- great event, thank you year 3 parents volunteers. Split junior/senior times had positive feedback. Thank you to Franzi and Andre for the posters.

School tea-towel fundraiser- special mention to Lucy Richards with her coordination of this fundraiser

Mother's Day stall helpers – thank you to those who helped children love having an opportunity to buy something special.

Mother's Day breakfast well received / P&F coffee cart & school paying for the breakfast – same will apply for Father's Day celebration

Bush Dance – thanks to the work so far & appreciate the weather did not allow us to hold the event, look forward to it going forth in Term 4

Upcoming P&F / school events

P&F meeting next 5 August 7pm in the library and on zoom.

Father's Day Stall 2 September – all school volunteer request to assist from 9:30 to 10:30

Father's Day breakfast 4 September – year 6 cohort to cook BBQ, set up and clean up.

World Teachers Day 31 October – Kindy organised

Term 4 Bush Dance – 25 October Year 5 event (welcome all volunteers from community)

Annual general meeting for P&F now on 11 November (date pushed back slightly to allow reflection of bush dance & nomination for P&F committee)

Mango drive - end November/ December

Year 6 Graduation 11 December organised by Year 6 and school.

6. Principal's and School Welcome Adrian Pulley

Big thanks to Nick/ Karen & Bridget for stepping in whilst Adrian was on sick leave.

Agenda & dinner for new class parent Reps, thanks to P&F Exec for supporting class parent groups

Learning support has been redirected to Year 1 & 2

Nick Dower has started the enrichment program with those children who are high performing across grades.

Mini lit program has kicked off for grades 1 & 2 which is a literacy program offered to children to deliver an intervention program for those children perhaps struggling with reading. Small groups of children 45 minutes each session at 4-5 times per week.

Census will show the school in August based on the National Consistent collection of Data NCCD – where further learning need may be. School working with families who need it.

Kindy 2026 – full class of 28 children, with families on the waiting list

High demand for high school entrance – Mater Maria & St Pauls with 2027 waiting lists for Year 7 students at capacity between 100-200

Applicants for High school generally is Year 5 – however can apply at any time during primary (prior to Year 5)

Talk to Year 6 – about their farewell this term

Wonderful to have a new Pope Leo – lovely that Pope has been to Australia & also to visit our own Broken Bay Diocese.

7. Treasure's Report, 2024 P&F Purchases and Fundraising Plan for 2025 Lucy Richards on behalf of Adriean Sweeney

2025 purchases – School PA system, Bright Body, Multi lit books,

Money coming in – Disco ran with a \$300 profit, small wins from Mother's Day Stall & Lunchbox, tea-towels still available approx. 14 available for sale.
Approx \$25K in the bank for P&F.

8. Parent Engagement Coordinator Amanda Kew

Drop-in sessions/ morning and afternoons
1-2-3 Magic course coming up
2026 parent interviews
Playgroup

9. Around the Grounds- School Report Nick Dowler

Big thanks to Mel & team promoting the events & we have had an amazing turn out of helping parents. Very lucky to have a great P&F team who are so passionate about community.

In-Class professional Support – Bridget has been selected to support teachers alongside Nick & Adrian to support teachers with professional support & additional staff professional learning.

Maths Enrichment program – purpose to provide additional & challenging stimulation for children who excel in Maths.

10. P&F Conversation- Uniform

Open discussion – Uniform information and proposal
New Uniform is sold via Midford (who took over Cohen & Lewis)
Second Hand stock is available via office
Image and run through of the girl and boy winter uniforms
AP confirmed existing uniforms can be worn until they don't fit the child, as per advice given in term 1
AP confirmed for winter sport uniform they can wear the short sleeve or long sleeve yellow polo
Short socks / shorts for sport in winter.

Q from floor –

Karen L – how do we deal with those families who are not wearing the correct uniform & purchasing from Kmart/ Big-W instead of the school supplier.

Can we look at Tie's with the elastic neck.

AP advised it can be tricky to manage. Sometimes it is a financial need that families are looking for a more economical option. Sometimes the sizing for some children in the senior years, families are looking at alternative options.

Janie F – is there an option to look at local department stores to purchase uniforms?

Alexia – At this point the girls cannot wear pants for winter uniform – will look to change this moving forward if available

Adam P - Year 6 additional t-shirts what is happening with that.

AP – Uniform review

Year 6 – Additional shirt needs to go through the correct channel; this is on top of the Year 6 Jersey. The Year 6 cohort already have their Jersey & wearing it however would like a shirt to be added. We need to be mindful that whatever decision is being made it needs to take into consideration that the decision will flow through to future years. In 2025 there was the additional item of clothing purchased for the year 6 cohort, this was in addition to the jersey, this was done without community consultation.

All grade uniforms – We will look at community process moving forward on school uniform, also including children and school and families.

Process will include Staff, P&F, children, families, Parish and Bishop

Intention at the next P&F meeting with new scope of uniform as discussed by P&F and exec staff.

9: Matters for future consideration

Matters for future consideration replaces 'General Business' to deal more productively with matters of concern raised at the last minute. Attendees should not expect that issues, without notice, can be dealt with at the meeting at which they were raised. As always, the P&F Executive Team decides if and how the matter might best be addressed.

Item raised: Social Media and Online Safety Presentation. Kate H – comment from the floor said she would be happy to offer some social media training adapted for children as she does this in her own workplace.

AP – reflection of the principal's conference (learnings about children and embracing /celebrating those)

10: Confirmation of next meeting date

Upcoming meeting: 5 August 7pm in the library and on zoom.

11: Conclusion of meeting

Meeting closed 8:09pm.