

Meeting MINUTES
St Josephs Primary School Maclean

St Joseph's Primary School Maclean Community Forum Meeting

Term 3, 19th August 2025
5pm School Library

Attendees:	Amelia Bell, Dale Layland, Bek Berridge, Caitlyn, Kerry, Jacinta Roux, Bec Upston, Alysse Gallagher, Anna Priest, Bel Chapman
Apologies:	Lauren kirkland, Holly Patten, Tayla Livingston, Alison Barrett, Aneeka Jones, Holly Patten
Prayer	We all sat in a moment's reflection.

Previous Minutes and Business arising

Minutes read & accepted by: Amelia Bell
minutes seconded by: Alysse Gallagher

Business arising from previous minutes:

- Priorities for 2025 funding
 - Exploration of possibilities for early years eg. better transition to school workshops for parents for year 6 to year 7 and starting Kindy.

Discuss around more kindy workshops, suggestions where 100 days of kindy. A time capsule where they put pictures or information when they are in kindy and when they are at the end of year 6 they can dig them up to see what they left in there.

- Bel has advised there is around \$1000 in the budget this year to get some guest speakers into the school for information nights.

A meeting will be held for the parent forum members on 5th September where they will discuss with Chrissy for any ideas for upcoming workshops to be held.

A Puberty workshop recently held at the school saw 14 parents attend. It was an excellent guest speaker.

- Bel was unable to attend, this will be discussed at the next meeting. Parent Assembly to send Dale dates and discussion points for future dates to be confirmed

- Father Day Stall and Father's Day BBQ.

- If anyone has any ideas, please forward them to Bec Upston. Fathers Day gifts magazine information will be sent to the executive committee for purchasing.

Fathers day gifts have been purchased and should arrive next week. Monday 8th September will be the Fathers Day BBQ. Alysse and Caitlyn will set up the stall for children to be able to purchase from on Monday 1st September. Once gifts have arrived Bec Upston will send a message to the parent forum chat to arrange time for all gift to be wrapped.

Reports	
Chairperson's Report	<p>In Laurens absence Bec Upston advised the money for the canteen has been transferred.</p> <p>The recently held puberty workshop was a great success. Thank you to all the parents that attended. The speaker was great and all parents' feedback was, they got a lot out of it, the free book giveaway was an added bonus and the school has retained some copies for parents to borrow from the library if they wish.</p>
Treasurer's Report	<p>Current Balance: \$5,787.00</p> <p>Investment account: 2,133.54</p> <p>This term we have withdrawn the below:</p> <p>\$16,000 - canteen refurbishment funds.</p> <p>\$361.03 - Father's Day stall gifts</p> <p>Funds in this term</p> <p>\$20 - late Mothers Day stall gift purchase.</p> <p>End of term 2 balance was: \$22,138.03</p> <p>Amelia will speak to Telisa about the process moving forward when the parent forum gives \$500 to sports, library and arts, for next steps once the teachers from each area have purchased their products.</p> <p>Amelia to check with Telisa about the library and arts purchases due to Bec not hearing from them for money to be transferred. Sports have purchased new equipment and have been placed in the newsletter.</p>
Principals Report	
	<p>Dale spoke about staffing and budgets for next year, he is currently working through it all.</p> <p>Feedback provided from the school survey that was certainly completed. The staff had a few questions for the parent body around the results.</p> <p>Learning websites for each year would be great for parents to be more involved and understand homework that is being sent home. Learning websites or informational sites for parents to</p>

	<p>help students learn more at home to the level of what they are learning in the classroom.</p> <p>Homework to be sent home for all years, whether it is marked or not. Students do not have to complete it but an effect to be made is great.</p> <p>Workshops, information nights or weblinks in the newsletter around bullying for both parents and students. The parent forum believes the feedback from the survey is based around parents' understanding of what bullying is. How it affects students and how parents are able to help the school with bullying, if it is occurring.</p> <p>Dale spoke about Elle (Miss Stokes) will be finishing up in 2 weeks. Year 1 parents will be notified next week on who will be replacing her.</p> <p>The canteen refurbishment is now complete and the demountable will be finished in the coming weeks, still a little bit left to be completed.</p> <p>School numbers</p> <p>The DIO is trying to push for larger numbers within the classrooms across all catholic schools. However for now the class sizes will remain the same.</p> <p>15 students going next year</p> <p>150 - next year</p> <p>25 Kindy students</p>
Parent Assembly Report	
	<ul style="list-style-type: none"> - The recently held puberty workshop was a great success. Thank you to all the parents that attended. The speaker was great and all parents' feedback was, they got a lot out of it, the free book giveaway was an added bonus and the school has retained some copies for parents to borrow from the library if they wish.

Parent Learning	
	<ul style="list-style-type: none"> - 100 days of Kindy - If Jess could put together an information night around Bully for parents. More understanding of what bullying is and how parents can help their children understand/deal with bullying. - A digital tech information night for parents, with the upcoming legislation requirements around youtube etc: Bec and Bel will look into if the Parent Forum has funds and can provide an information night.
Parent Community	
	<p>A number of parents asked if it would be possible to find out when their child is receiving an award at an assembly on Friday's in order for them to be able to attend. Dale has taken this on board, moving forward the Principal Award and Mercy Values award parents will be informed prior to their child receiving it via compass if they are available to attend.</p> <p>A number of parents asked about the uniform policy and brought up concerns around students not wearing the correct uniform. A notification/reminder will be sent out on compass and if a student has worn the incorrect uniform a note will be sent home as a reminder of what is required to be worn. It was noted that during the cooler months some students do wear the incorrect jumper. Another reminder about the clothing pool to be sent out on compass, reminding parents that donations are welcome as well.</p>
	<p>Fathers Day BBQ and Stall - the stall will be held on Monday the 1st due to Stage 3 being away. The Fathers Day BBQ will be held on Monday 8th due to stage 3 being away and unable to hold it on the Friday before Fathers Day.</p> <p>Year 6 Graduation Has the venue been booked or is there a chance to change it? There has been some feedback from parents that last year it was really noisy and very hard to hard due to the bingo numbers being called at the Bowling Club. An email is to be put together and sent to Louise, Lauren and Dale to see if an alternate venue can be arranged. Dale has advised they did ask to be put closer to the stage, instead of right in the back of the room. In previous years it was held at the pub however the food took a long time to be received and the sun from the deck was uncomfortable for all guests.</p>

Parent Voice	
	<p>DPR fishing club has educational packs for kids to get them interested in fishing in the local area. Would the school be ok if this information was sent out or it is something they would be interested in for the kids. Mr G and Mr P would be the best contacts for this. Email to be sent to see if it is something the school can do moving forward.</p> <p>Year 6 ice creams, it is possible and if there is enough room to order a term at a time for the ice creams. It is getting very hard within the year 6 group chat when people forget to purchase the ice creams.</p> <p>If the school can find a spot for a spare freezer and I can be donated would this be a possibility. Dale will look into this as at the moment they isn't any particular spot where a freezer would fit.</p>
Items Without Notice/Other Business	
NEXT MEETING:	TBA 2025 - Term 4