Minutes
BRIGIDINE RANDWICK PARENTS AND FRIENDS ASSOCIATION
Tuesday 25th October 2011 (Room DC5)

Opening
The meeting opened at 7.05pm with a prayer by the President.

Attendance
Rebecca Cocks (President Y12); Sue Suchy (Vice president Y10); Susan Glassick (Secretary Y7); Allison Roberts (Class representatives co-ordinator Y10); Cathy Goodieson (Fund raising coordinator Y12); Kate Edmondson (Principal); Antoinette McGahan (Assistant Principal); Michelle Hilton (Yr 8); Cathy Soden (Y7); Anne Brophy (Y9); Kim Dobra (Y7); Frank Raffaelli (Y11); Christine Murphy (Y11); Patricia Cleary (Y11);

Apologies
Eilish O’Meara, Elizabeth Cummings

Minutes
The minutes of the Term 3 meeting were confirmed by Rebecca Cocks and seconded by Kim Dobra.

Matters arising
Recycled clothing
The second hand uniform sale during September was a great success, raising $687. Well done Lynne Hamilton for coordinating this much appreciated activity.

ACTION – Rebecca to assess the remaining stock.

Music Evening
The P and F noted concerns at the previous meeting over holding the Music night on a Saturday. These were taken to the music coordinator and the date has been set – Friday 9th December, 2011. Anne has given the evening some thought, unfortunately with other business the plans to return to discuss was inadvertently missed.

ACTION – Alison to contact Anne to discuss.

Correspondence
An RTA pamphlet was received concerning traffic and children which sparked an indepth conversation about Brigidine students crossing Perouse Road. Issues included:

- Perouse Road does not have school zone speed restrictions as the front of the school is on Coogee Bay Road.
- The ‘crossing’ located at the junction of Aeolia Street in Perouse Road, which provides access to the main bus stop for travel to toward Randwick, does not provide the same level of safety as the traffic lights.
- The formal pedestrian crossings at the roundabout are inconvenient and often congested with traffic when pedestrians use these crossings.
• The safety for students is compromised by road congestion, double parking, and turning vehicles in busy and restricted areas.
• Brigidine has been trying to get a proper crossing for years without success.

Meetings with road authorities have not resolved these problems, options identified by other agencies include either directing students to exit the school into Coogee Bay Road, or relocating the bus stop to be placed outside the hotel on the corner of Perouse Road and Coogee Bay Road. As neither of these suggestions are suitable, parents are urged to avoid contributing to the traffic congestion by finding safe places to drop off their daughters. Public transport and school buses were also promoted as suitable options for high school students.

ACTION: Allison volunteered to assist with Antoinette and together to continue lobbying Randwick Council

Presidents Report
The President summarised the success of the Parent and Friends activities during 2011 in particular the parents efficiency enthusiasm.

- The 2nd hand book sale and second hand uniform sale raised $1000
- The Meet and Greet was attended by more than 160 parents and students demonstrated their skills in hospitality and entertainment.
- The TAS night fundraising raffle organised by Cathy Goodieson lead to donation of $900 to the Design and Technology Department.
- Founders Day in June was a glorious day where the parents provided a BBQ with clockwork precision.
- The Music Night June coordination of refreshments by Anne Brophy lead to a donation of $280 to the World Youth Day Pilgrimage

The President highlighted the enthusiastic support from parents and thanked those who took the opportunity support these events.

Treasurer's Report
The President provided the report in the absence of the Treasurer. The current balance is $4908 after donations to the Design and Technology Department and the World Youth Day.

This money will be used to support upcoming activities to benefit the school, and it was highlighted that many parents who have supported the P and F activities will be leaving the school this year and it would be nice to identify a particular ‘project’ to fund which would enable them to see what their contribution has achieved.

Principal's Report
Heating
Electrical heaters have been installed in all classrooms to replace the gas heaters that were decommissioned earlier in the year. These heaters have a three hour timer to prevent the expense of heating empty classrooms by mistake.
Cooling
Air conditioning is present in all technology rooms and one other classroom. As the cost to run air conditioner is great that is all that can be supported at this time.

Refurbishments
Synan Hall which is used for musical recitals and drama has been refurbished, the 80’s look has been replaced with a modern open and spacious look, capitalising on the glass. The stage has been redressed with green velvet curtains.

Six classroom have been painted and recarpeted using the Parent and Friends Levy over the Spring holidays.

It is expected that one science lab will be refurbished in the holidays.

Graduation
The Year 12 graduation was a beautiful day with much happiness. The Graduation Assembly was followed by parents taking their daughters to lunch before returning for Mass at 4.30 means that families can have a happy day together. The choir was especially noted as contributing to the beauty of the occasion. The evening cocktail party was much enjoyed.

Enrollments for 2012
There are 168 girls enrolled for 2012, the number is high to offset the small Year 11 of 115 girls.

Laptops
Years 7 and 8 in 2012 will be part of the laptop program where each student has a laptop. Of note is all the text books will be provided in electronic form.

Each laptop computer will be given to parents with the required licenced software already loaded. The number of licences are limited and it is requested that students leaving the school enable the school to remove the software from the laptops they have used so these licences can be transferred to another laptop computer for use by a Brigidine girl. Future licences for all kinds of software used by the girls will be paid for from the parent ICT levy.

Seminar
Parents of girls in Years 7, 8 and 9 are invited to a presentation by young women presenters titled Girls and Friendship. This seminar will be held on Monday 7th November at 7pm in Cullen Hall. This is a parent evening (no girls) – and no free parking is available on this occasion.

Parents of students commencing in Year 7 in 2012 have also been invited to attend.

Preparations for 2012
The timetable for 2012 is under development, and the recruitment process for a new Visual Arts Coordinator has commenced.

First Class Database
The roll attendance software package which is part of the timetabling package owned by the school will soon be launched and ancillary staff have all received
training. Parents of girls who are late to school will receive an SMS text to say that she has arrived late.

**Government Rules Leave and Attendance**
It is enshrined in NSW law that parents are responsible for getting their children to school until they are 17 years or until they can find full time work of more than 25 hours a week. The principal may allow a student to have 15 days a year leave for special events such as sporting events or family funerals. Parents who wish to have holidays outside school holidays much apply to the Principal on a special form for an exemption from school. The Principal will give an exemption with the best interests of the child in mind.

**AGM ELECTIONS for Executive Positions**
The meeting was handed over to the Principal to call for nominations for the Executive positions and the following people were subsequently elected to the following positions:

- President: Allison Roberts
- Vice President: Michelle Hilton
- Secretary: Susan Glassick
- Treasurer: Cathy Soden
- Fundraising Co-ordinator: *Vacant
- Year 7 – 12 Class Representatives Co-ordinator: Kim Dobra

ACTION: Fundraising Co-ordinator to be actively sought by all members
Cathy to provide notes for incoming coordinator on how to organise raffle and the other fund raising activities she has coordinated.

**Matters for future meetings and Closure**

**Secondhand book sale**
The future of second hand book sales will need to be decided by the new executive. It is evident that T’s (the bookshop in Avoca Street) is keen to take over the role. There has been much learning about how to host this sale, especially around awareness of the EDITIONS of the books for sale.

The implementation of the electronic books on the laptops will influence the future of the hard copy book sales.

ACTION : Review by new Executive

**Meeting closure**

**Appreciation to out going Executive**
The outgoing Executives, Rebecca Cocks, Cathy Goodieson and Sue Suchy were thanked for their commitment and contributions.
Meeting closed 8.15pm

**Next Meeting**
Meet and Greet to be organised via email conversations.
Formal meeting date to be advised in Term 2.