



ST THOMAS'
PRIMARY SCHOOL

P&F Group

P&F General Meeting - Meeting 3 for 2025

Date: Thursday, 21 August 2025
Location: School Library and via Microsoft Teams

Time: 6.30 pm
Chair: Patrycja Spears

Attendees: 7

F2F (School Library) - 6		
▪ Heath Nankivell	▪ Patrycja (PK) Spears	▪ Sarah van Bockxmeer
▪ Shelley Partridge		

Microsoft Teams - 5		
▪ Angela Jarrott	▪ Sha Ragnauth	▪ Ruby Falconer

Agenda Item 1.

Welcome – Patrycja
Acknowledgement of Country – Angela
Prayer - Shelley

Agenda Item 2.

Apologies:

▪ Natalia Thomson		
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Approval of minutes of previous meeting:

The minutes of the P&F meeting of 29 May 2025 were agreed by all to be accurate.
Approved by Sarah van Bockxmeer and Shelley Partridge

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Agenda Item 3.

Assistant Principal Report, Heath Nankivell

Book Week Parade & Book Fair

- Despite the weather, it was wonderful to see our community support for Tuesday morning's Book Week Dress-Up Parade.
- The Book Fair has been a great success, and we sincerely appreciate the enthusiastic support from families. A special highlight was the literacy workshop led by Susan Lu, one of our talented parents and an accomplished author. Thanks also to Sue Vincent for leading Book Fair.

NAIDOC Week

- Throughout the first two weeks of term, students engaged in a rich array of NAIDOC Week activities integrated into the curriculum.
- We celebrated a liturgy led by our Year 2 students; then a First Nations language workshop; and various buddy activities. Students also reflected on the Term 1 performance Waaliny Walkern: The Coming of the Colours – The Story of Jindalee, deepening their understanding of First Nations culture.

Year 6 Confirmation

- Congratulations to our Year 6 students who celebrated the Sacrament of Confirmation last Saturday evening.
- The celebration was led by the Vicar General Reverend Vincent Glynn.
- Special thanks to Mr Godsall, Mrs Gibbs, Father Garner, and Sr Catherine for their dedication in preparing the students. We also thank our parent helpers for their support.
- Please keep our candidates and their families in your prayers.

Note: Angela Jarrott thanked all the staff for attending the sacrament, this adds an extra element to the event.

Welcome to Fr Garner Vergara

- We warmly welcome Fr Garner Vergara, our new Parish Administrator. Fr Garner has already made a positive impact, visiting staff and students in classrooms.
- We are grateful for his presence and pastoral care.

Parent Workshops – Digital Resilience & Wellbeing

- We were pleased to host two valuable workshops facilitated by Claire and Tim Orange from Digi Social:
 - Raising Digitally Resilient Children
- This well-attended parent session provided practical insights into supporting children in the digital world. A recording has been shared with families.

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Agenda Item 3.

Assistant Principal Report cont.

Parent Workshops cont.

- Mind Makers Workshops
Year 5 and 6 students participated in engaging sessions focused on emotional wellbeing, critical thinking, and digital resilience. Parents also joined an online workshop covering:
 1. How your mind works
 2. Gender thinking
 3. Collective thinking and authenticity
 4. Practical tools for “mind making”

Thank You to the P&F

We are incredibly grateful to the P&F Executive and all our wonderful parent volunteers for their tireless efforts in organising events that enrich our school community. Your commitment to both *friendraising* and *fundraising* is deeply appreciated.

- **Quiz Trivia Night**
A fantastic evening that transformed our undercover area into a vibrant venue. Thank you to PK and the team for a successful fundraiser. Our students are loving the new drink fountains and bottle refillers!
- **Edu-Dance Concert & Refreshments**
The pre-concert refreshments helped foster a strong sense of community.
- **Founder's Day Celebrations**
Thank you for the delicious morning tea, and icy poles for students. The day included a special Mass and activities honouring the Feast of St Thomas and the legacy of the Presentation Sisters.

Recent Highlights

- **School Photos** – Completed and available for online purchase.
- **Feast Day Celebrations** – Honouring St Mary MacKillop and the Assumption of Mary.
- **ICAS Assessments** – Optional for Years 2–6, now including Writing.
- **Religious Education Assessments (REA)** – Administered to Years 3 & 5.
- **STEM Showcase** – Year 3 & 4 students presented innovative projects in Term 2. Years 5 & 6 will showcase theirs at the end of Term 4, supported by Engineers.
- **Catholic Performing Arts Festival** – Our students continue to shine in Bible Reading, Instrumental and Vocal performances, Dance, and Choral events. The Angelico Art Exhibition is also underway.
- **Drama Production** – *Peter Pan*
Our Year 5/6 Drama Club will present *Peter Pan* with a matinee for all students on Tuesday 2 September, followed by evening performances on 2 and 3 September. Ticket sales have been strong!

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Agenda Item 3.

Assistant Principal Report cont.

Upcoming Events This Term

- Father's Day Stalls, Breakfast & Liturgy
- *Peter Pan* Drama Production
- Tournament of Minds – 3 teams competing at ECU on 4 September
- Athletics Carnival & Interschool Athletics
- Open Morning & Learning Journey
- Market Stalls – Years 5 & 6
- Oracy Presentations – Years 3 & 4
- STEM Showcase – Years 5 & 6
- Assemblies – Years 1, 4 & 2
- Excursions:
 - Oz Animal Incursion – K-2 (Monday 18 August)
 - WA Museum – Year 1 and Year 2

Father's Day – We are looking forward to celebrating Father's Day at St Thomas' with the support of our P & F. All fathers, and father figures are welcome to join us for breakfast with their children on the 4 September.

Thank you once again for your ongoing support and partnership in our school community.

Heath Nankivell (Assistant Principal), for Natalia Thomson (Principal)

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Agenda Item 4.

Reminders for Term 3

- ❖ Pupil Free Day, Monday 25th August
- ❖ Father's Day Stalls Tuesday 2nd and Wednesday 3rd September
- ❖ Father's Day Breakfast and Liturgy Thursday 4th September
- ❖ Final day of term 3 – Friday 26th September

Agenda Item 5.

P&F FINANCIAL POSITION UPDATE – Sarah Van Bockxmeer

P&F General Account Balance:

- ❖ Final Balance Term 2, 2025 = \$14,901.33
- ❖ Estimated Balance 21 August 2025 = \$14,377.00
- ❖ **The Movia Trivia night** was a huge success, and a fantastic amount of money was raised to put towards the new school water fountains. The auction raised an incredible \$8,238! Ticket sales covered all expenses. Including some very generous additional donations, the total amount raised overall for the event was \$10,794!
- ❖ Our current account status appears high now. We are yet to finalise the balance of the new water fountains, so we expect a further \$8,600 approx. to be paid from the P&F account in the coming weeks.
- ❖ During Term 2 the P&F received progress amounts towards the levy totalling \$3,750. To date the Levy has provided \$9,150. We expect further levy contributions to be made during Term 3 (noting Levy amounts have been around \$13,000 total in prior years). The Levy forms an important part of the funds that the P&F can donate to the school, a heartfelt thanks to the generous school community at St Thomas'.
- ❖ **The school disco** was certainly a night to remember! Although the weather was not on our side, the children still had an absolute blast. Many thanks to the Year 6 parents for their exceptional organisation of the event. We had allocated an amount of \$1,650. Actual expenses came in under budget, with a total amount of \$1,450.
- ❖ Other expenses to be deducted from the P&F balance will be related to general P&F purchases, Edu-Dance and Founders Day in Term 2, the Father's Day celebrations in Term 3 and events in Term 4.
- ❖ Other income we expect for Term 3 may include second hand uniform shop sales.
- ❖ The P&F are excited to contribute further funds to the school for upcoming events such as the year 6 graduation, Grandparent's Day, World Teacher's Day and the Christmas concert.

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Agenda Item 6.

Review of:

❖ Edu-Dance Concert Refreshments

- P&F hosted refreshments before the concert
- Position changed to be outside the staff courtyard area – this worked better
- Had more selections including herbal teas
- Quite a dark spot – **note** that a few lights up next year would draw attention to serving area
- Used 2 tables for hot water and coffee – **note** that next year recommend filling the urns to the top
- Additional table for food -P&F served assortment of biscuits, slices, muffins and some GF items.
- Water with lemon was a popular choice

❖ Founders Day Morning Tea

- Set up in the library quite involved

Action: PK to speak to Natalia and Heath to see if the location could be moved to the hall (close to the canteen)

- Next year P&F will need volunteers to assist with the setup and clean up
- If location is considered can have more table set up for guests and more room available for children visiting to give gifts.

❖ P&F Fundraiser 2025

- Friday 6th June was the Movie Trivia Quiz night fundraiser
- Had 91 guests attend
- 3 hours of entertainment, 21 auction items and Joep as the auctioneer for the night
- Fundraiser was set up with an opportunity for parents to make a donation towards the cause
- Thank you to all the parents, P&F and volunteers who assisted
- Joep fantastic auctioneer
- Assistance with clean-up was smooth
- Achieved above and beyond expectations – P&F were able to purchase a second drink fountain
- PK mentioned that we saved on cost with expenses being fully covered
- Agreed the tickets price was low and for the next event could be higher if providing alcohol in the ticket price.
- Costs were saved with year 6 parent who assisted with purchasing alcohol.

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Agenda Item 6 cont.

Update on:

❖ Father's Day Stalls

- Previously raised that there is not enough notice for parent to organise the day off
- 3 weeks' notice has been given this time. Poster placed up, event in the newsletter and class reps put on WhatsApp Groups. Set for two days of stalls before school
- Sign-up sheet created 3 weeks in advance
- P&F have asked for assisting to help set up
- P&F aware that pre-kindy classes do miss out on this event – a poster board will be put out in the early years reminding families to come up to the stalls.
- Raffle – Bunnings have kindly donated two \$20 gift vouchers
- Home-made cookies will be for sale – huge success at the Mother's Day stalls. Thanks to Hayley and Sarah.

❖ Father's Day Breakfast

- Held in the undercover area, is fully catered and coffee and tea will be available
- Photo backdrop set up to capture family moments
- Event starting earlier at 7.30am as the Father Day Liturgy starts earlier this year at 8.45am. Aim to finish breakfast at 8.30am.
- Coles Floreat have been approached for a voucher to assist with the fundraiser – still waiting to hear back from them.
 - ❖ Discussed trying The Good Grocer's (Taylor Road or Foodies)
 - ❖ Sha raised that Taylor Road in the past had a Community Grant and were very generous
 - ❖ Contacts for The Good Grocers were discussed, and different P&F members would try and reach out to them.
- Father's Day week is the same week as the Peter Pan production. Discussed selling raffle tickets at the event. Requirements would be to have the eftpos machine available.

Action: Need permission from Heath and Natalia.

❖ Crazy Camel

- Run every 2 years and decision was made to not run it the year of the art show.
- This year is the final year for year 5 and 6.
- Mrs Byrne has selected completed children's artwork and this can be viewed online.
- Deadline 5th September 2025.
- Orders arrive early in Term 4.



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Agenda Item 6 cont.

Update on:

❖ Learning Journey

- Tuesday 9th September 2.30 to 4.30pm
- New initiative is to hold a sausage sizzle
- Will use Year 6 disco numbers to estimate cost.
- Costing will be presented to Natalia as this will be funded by the school.
 - ❖ Sarah mentioned she has a butcher contact so may be able to get good quality sausages at a good price.
 - ❖ Discussed how we would gauge how many people would be coming to the event.
- Would utilize the staff courtyard
- Cook sausages before event so they are ready to go.
- P&F will assist but may require assistance from volunteers
- Order forms will go out a week before the event.

Agenda Item 7

Discussion Points

- ❖ Next big ticket fundraising item – Big Fan for undercover area. (3 Quotes to collect)
- ❖ World Teachers Day Morning Tea (date has been moved to Friday 26th September – last day of Term 3).
- ❖ Grandparents Day Wednesday 22nd October with the Liturgy after. Potential Locavora donation.
- ❖ Support Caps – current stock is 37. Sarah has reached out three times with no response received.
 - Agreed these should be brought to the Athletics carnival.
- ❖ Sausage Sizzle at the athletics carnival – not going ahead this year. Would need to look at permissions and logistics.
- ❖ Sundowner 2026 Ideas and catering.
- ❖ Art Show 2026 can discuss after the father day.
 - Discussed Art Show next year and PK has been in contact with some parents
 - Discussed setting up Art Show Committee again – was great source and pool of people
 - Discussed Mrs Burns did a lot of work for the last event.
 - This event would be smaller scale.
 - One main piece per class.
 - One or two 3D items per class.
 - Donated items for auction.

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Discussion Points cont.

Art Show 2026 cont.

- Need a theme
- Discussed previously parents did lead some of the art pieces – look at having some parents' volunteer.
- Auction items would be 8 to 10 items
- Best time for art show would be Term 2.
- To be held in the undercover area and in the hall.

Agenda Item 8

QUESTIONS

Nil.

CONCLUSION

- ❖ Keep in touch!
- ❖ P&F email is stthomaspandf6010@gmail.com

Thank you and meeting close at 7.26pm