Attendance: Robert Out; Karen Caughy; Lisa Marini; Ruth Baker; Adam Goddard; Mel and Bas Kamp; Barry Keegan; Ian McCulloch; Dianna Morris; Rupi Donzenac; Madonna Taylor; Gill Morris.

Apologies: Brigitte Cavanagh; Linda Stephenson; Dr Anthony Lynham

1  Opened: Chairperson, Lisa Marini opened the meeting at 7.32pm
1.1  Update on 60th Anniversary celebrations by Michael O’Brien.
    - Organisation for next year is being done in conjunction with Mt. Alvernia (both schools established in the same year)
    - 25 Feb: Start of the year Mass to be celebrated with Brisbane Archbishop, Mark Coleridge
    - 29 April: Sportsman’s Dinner
    - 30 April: ‘Back to Banyo’ Rugby Day against St. Lawrence – to be confirmed
    - 1 May: Padua ‘Eat Street’ community event. A number of food vendors have already been approached. (2.00pm to 8pm)
    - PACE event (Arts and Crafts) for this weekend – yet to be confirmed.
    - 28 July: Whole school photo on oval
    - 60th Celebrations logo has been finalised – copies tabled.
    - Franciscan Week will be ‘House’ trips to Theme Parks.

Michael O’Brien invited further celebration suggestions. Support from P & F and volunteer coordination will be required. The general feedback from the meeting was positive for all concepts. Lisa Marini thanked Michael O’Brien for his update.

2  Minutes of the Previous Meeting
Minutes of the Meeting where tabled.

Motion that the minutes of the previous meeting be accepted: Moved: Ian McCulloch. Seconded: Karen Caughy. Carried

3  Business Arising from Minutes:
There was no business arising from the minutes.

4  Correspondence:
The correspondence was tabled by Ian McCulloch as per the Agenda.

Business arising from the correspondence:
    - Letter from Dave Bowden re financial support for Conor to participate in the International Space Settlement Design Competition. Payment entitlement of $300 was requested.
    - Email from Sean Moesbergen re financial support for Sean to participate in the International Space Settlement Design Competition. Payment entitlement of $300 was requested. Upon approval, payment would be made to Sean’s parents.
    - Email from Kellie Sefo re financial support for Clayton to participate in the Queensland Team to the National Championships. Payment entitlement of $150 was requested.

All three requests for funding were considered and approved by a consensus of the meeting.

    - An additional letter was tabled by Lisa Marini from Craig Nicholson, Mitchell House Guardian, requesting funding for the Padua Volleyball Team to attend the Australian Volleyball Schools Cup event in Melbourne in December 2015.

General discussion took place on the legitimacy to fund the students as per the current policy. Is the event an ‘invitation’ event – would the Padua team be recognised as the ‘Queensland Team’ representing the State at National Championships. The current Policy only allows for the funding of individuals through a Regional – State – National selection process. 35 Queensland Schools attended the event last year. Ruth Baker suggested further investigation into the event to clarify if the request / event is eligible under the conditions of the current P & F policy.

Action: Lisa Marini to meet with Craig Nicholson to clarify if the event is eligible under the current policy of the P & F.

5  Reports
5.1  Treasurers:
Balance/available funds - $5,930
Balance of Fees yet to be collected from the school - $20,000
A consensus of the meeting accepted the Financial Statement as tabled by the Treasurer.

Ruth Baker tabled a historical statement on income and expenses for the P & F since 2010/2011 to highlight the decline in the voluntary P & F levy collected from families. General discussion pursued on this topic and points raised included:
- The compulsory building levy was introduced 3 years ago. The introduction of this compulsory levy coincides with the downturn in the voluntary P & F levy contributions.
- The P & F levy was introduced to offset school fundraising.
- The meeting acknowledged the significant contribution of the P & F to the students.
- All families will incur a significant expense next year in the purchasing of lap tops.
- It was proposed that correspondence be distributed to all families advising of the downward trend in the voluntary contribution and for this issue to be addressed.

**Action:** Ruth Baker and Lisa Marini to contribute to the compilation of correspondence to be sent to families regarding the financing of the P & F. Barry Keegan’s list of projects to be added to the correspondence.

5.2 **Rector’s:**
Mr Out tabled the Rector’s Report for September 2015 – see attached. Highlights include:
- Brisbane Catholic Education has set up a Task Group to investigate a solution to a major shortage of secondary school placings on Northside Brisbane.
- Year 4 to 12 House Athletics Carnival at Nathan was very successful.
- Padua is moving to a Microsoft platform using HP laptops/notebooks. Information nights to be held on 12 and 14 October to further inform parents of the transition.
- The Franciscan Colleges Instrumental Music Programme (FCIP) is to be introduced to all Grade 5 students in 2016, with students having the option to continue into Grade 6.

There was no business arising for the Rector’s report.

6.3 **Pastoral Care:**
Di Morris presented the Assisi Campus Pastoral Care report – see attached. Main points included:
- Grigg and Odoric had their House Eucharist in August. The House Eucharist Program has completed for 2015 – a big thank you to all for their involvement – Karen, Darlene & Michael.
- Volunteers required for 2016 to assist with: House Eucharist organising; Pastoral Care Coordinators – Year 7 – 9; and 10 – 12.
- P & F asked to consider contributing $150 towards each meal request to ensure an immediate start.
- Parish Dinner to be held on 9 October at 6.30pm at Club Chermside.
- Parents need to know the cost of lap tops for next year – a need to budget and save is required.

Due to Linda’s apology, Lisa Marini presented the Greccio Campus Report. Main points include:
- The Year 5 2016 Induction to be held on 17 October.
- Year 5 organised a social event on 4 September.
- Julie Byrne has accepted the role of Greccio Pastoral Care Coordinator for 2016.

7. **General Business:**
- **Change to Constitution** - A copy of the P & F Constitution was tabled by Lisa Marini. It was bought to the attention of the meeting that two clauses in the Constitution will have to be amended at a future date. The specific clauses being 10D and 10E that relate to the Tuckshop and the Uniform Shop. To ensure all members have a copy of the Constitution, it was resolved that the document will be re typed and made available for distribution, with the recommended changes to be formalised and tabled at the next meeting. Upon approval by the P & F, the clause changes will be tabled for Special Resolution at the AGM.
- Appropriate advertising and notification of constitutional change and the AGM will be made in due course.

**Action:** Ruth Baker will prepare the Constitutional changes for consideration at the October meeting of the P & F.

- **P & F Levy – available funds** – This topic was discussed during the meeting.

8. **Close**
As there was no further business, Lisa Marini closed the meeting at 9.20pm.

9. **Next Meeting.**
The next P & F meeting is on Tuesday 13 October at 7.30pm.