

Columba Catholic College

Catholic Schools' Parent's Association

PO Box 47, Charters Towers 4820

Phone 0428 675110

President: Fiona Murray **Vice President:** Kate Scharf **2nd Vice President:** Toni Cullen **Secretary:** Mick Kingham

MINUTES OF MEETING

Monday 22nd JUNE 2020

Meeting held at St Mary's Campus Staff room and via ZOOM

Meeting opened at 7.00pm with a prayer – Jo Andrews

Meeting chaired by Fiona Murray

Present: Candi Dempster, Jo Andrews, Fiona Murray, Kate Scharf, Mick Kingham, Toni Cullen, Leanne Brandis, Cherie Tansey, Janine White, Jim Cullen, Michelle Lyons

Apologies: Nil

2. Minutes from previous meeting 1st June, 2020

3. Business Arising from Minutes:

- First Aid Day – revised date to be determined
- Colour Fun Run
- Trivia Night – date to be discussed at next meeting

Motion: Minutes accepted by consensus.

Moved: Fiona Murray

2nd: Sonia Wood

Carried

4. Presidents Report:

Co-Vid Recovery Food, Wine & Wares Fair – to be held on Saturday 22nd August- this is the proposed Charters Towers Show Holiday. The renaming and theme are to open the school community to businesses with no cost obligation to showcase their offer and engage whole Charters Towers community.

Preparations for Melbourne Cup – new 2020 sub-committee formed, volunteers welcome

Fundraising for Colour Fun Run is underway.

Moved: Fiona Murray

2nd: Janine White

Carried

5. Principal's Report: acknowledged Attendees participating via ZOOM

- Candi has held conversation with Charters Towers Secondary Sports Association to co-ordinate participation in a modified Round Robin format of interschool sports – important for social and physical interaction for students.
- CCC secondary interhouse carnival recently held – conducted in great spirit and received highest participation in over 3 years.
- Restrictions for Co-vid have been lifted – assemblies are being held in modified format and volunteer participation is now permitted.

- Lockdown of indigenous communities has resulted in 16 boarders not returning for term 2.
- 3 boarding students have already vacated school for holidays – a letter has been sent to parents advising school is still occurring with scheduled lessons.
- Some students are leaving at end of term – lack of employment for family members is the primary reason for exiting Charters Towers community.
- Current marketing campaign underway to encourage enrolments for latter half of year and 2021.
- One staff member has been assigned to Senior campus.
- The last paper edition of local newspaper “The Northern Miner” in Thursday 2nd August edition – CCC to place a thank you notice to organisation for the service to the community.
- A western tour consisting of Candi Dempster and Dan Kyle will occur in Week 2 of third term.

Moved: Candi Dempster

2nd: Fiona Murray

Carried

4. Finance Report: reported at meeting

Opening balance 1st June 2020 - \$50,909.08

Expenses: Nil

Account balance as at 22nd June 2020: \$50,909.08

Business arising from Treasurers report: Levies from P&F incoming at end of June

Motion: Minutes are accepted by consensus.

Moved: Fiona Murray **2nd:** Kate Scarf **Carried**

7. General Business – with notice

7a. Melbourne Cup Lunch– proposed to change raffle ticket structure – every ticket has a Barrier No. for a horse in the race - \$20/ticket – proposed 12 winners from race. Return to table bookings \$400/table or \$45/hd, tickets available at Poppet Head.

- Buffet format “should” be a possibility. Starting to look for interested caterers – Henry’s Restaurant, Pepper’s café, RSL.

7b. Co-vid Fair - A letter has been sent to businesses and being promoted on Facebook. Feedback is being received.

–Determination of site sizes food handling certificates, alcohol licencing being investigated.

- Dalrymple Country Music has accepted offer to participate. Fundraising to be available to all school groups eg Yr 6, immersion etc.
- CSPA to facilitate bar. Proposed indigenous face painting and entry fee as “buy a plate”.
- Auction of “Big Ted” (1/2 side of beef), or sell @\$20/ticket

7c. Colour Fun Run- \$10,000 target – currently drumming support from students, another push will be conducted next term. –

Proposed obstacle course around Monagul Oval – (covered corridor), 3songs per age group per round. To be held in September and encouraging parental support. Intended to have inner and outer track, to utilise hay bales, tyres and hoola hoops as obstacles. A white shirt idea – “I survived Fun Run” logo as promotional material

7d. Emergency Services Day – Date TBC around school sport dates.

- Diocese has granted extension due to Co-vid restrictions. Considered to run as rotation event, utilising SES, Ambulance Service, Fire Station and Police conducting practical demonstrations, bandaging, CPR – 15minutes per session. Consider “Take Away packs”
- CSPA to prepare a laminated emergency template.
- Proposed to hold Sausage Sizzle in conjunction with Emergency Services Day.

7e. Bursary Update – Catholic Education does not offer scholarships, but can offer bursaries. Categories of excellence were designed for 2019, same categories for 2020.

Suggestions are: Academic Excellence

Sporting Excellence

Cultural Excellence

Past Student Bursary - \$5,000 upper limit (could be split among applicants) – not for same amount – eg annually for 2 students for 3 yrs. Discernment of applicants to be made by CSPA executive – not determined by board.

Bursary distribution examples in other education organisations include: Bursary provided year on year, split evenly over 3yrs

7f. Diocesan update – Mappas nominations extended to 6 nominations for diocese and one engagement nomination.

A mini conference is proposed for 2021.

Kerry Spina (Wellness coach for kids) will return to Charters towers to visit school.

7g. Tonya Burgoine looking for replacement as Deb ball Co-Ordinator for 2021. Bishop Tim appointed to be present at Ball. CSPA will look to support event and setup subcommittee.

8. General Business – without notice

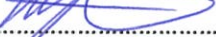
8a. Trade Training Centre is back in action – 98 meals prepared by students last week - proposed to send an offer of enquiry re Melbourne Cup catering.

Meeting closed 8:07pm

Next meeting scheduled: (Special Co-vid meeting) Monday 27th July 2020 at St Mary's Campus Staffroom.

Signed:  President

Name: FIONA MURRAY

Signed:  Secretary

Name: Michael Kingham



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President: Fiona Murray **Vice President:** Kate Scharf **2nd Vice President:** Toni Cullen **Secretary:** Mick Kingham

MINUTES OF SPECIAL MEETING – Co-vid Fair

Monday 27th JULY 2020

Meeting held at St Mary's Campus Staff room and via ZOOM

Meeting opened at 7.00pm with prayer – Jo Andrews

Meeting chaired by Fiona Murray

Present: Candi Dempster, Jo Andrews, Fiona Murray, Kate Scharf, Mick Kingham, Toni Cullen, Kalinda Large, Patrick Scharf

Apologies: Leanne Brandis, Sonja Wood

2. Minutes from previous meeting 22nd June, 2020

3. Business Arising from Minutes:

- Dalrymple Country Music have accepted offer to participate in Co-vid Fair
- Fundraising open to all school groups
- Volunteers/helpers needed for event

7. General Business – with notice

7a. Music – Kalinda Large presented overview of what equipment is required and outlined suggested program. Equipment required: Speakers, amplifiers, power cords, laptop for music in between performances, stage- positioned at front of ag centre.

Groups involved: guitar group, senior music group, will check on interest from instrumental students.

Suggestion for format: Introduction 4:15pm

Thanks 6:00pm

Farewell 7:00pm

7b. Helpers – Roles – 4 people - Sign in at entry gate to Ag centre – Register of attendants and sign out on exit, plus sanitising station

2 people - Bar plus an observer

2 people – Toilet cleaners

Wine Tasting – facilitated by Sovereign tavern – Brown Brothers wines to be offered in conjunction with cheese platter from Rix Hotel. Champion Party Hire to provide wine barrels and stools within designated licenced area.

CCC office to send email to all parents to seek help/assistance for event.

7c. Stall Holders – Approx. 14 forms of acceptance still to be received. Fiona to contact outstanding stall holders at end of week.

CCC fundraising sites - circulation of interest to be sent to such groups eg. Yr 12 and Boarder food stalls. Students are required to promote selling of raffle tickets.

A mud map of powered sites to be distributed to stall holders.

7d. Toilets – Toilet block below admin block to be approved for use. Candi to contact Frank Beveridge (Council Mayor) to ask for portable toilets.

7e. Power Source – all CCC equipment needs to be tested prior to use. Power source (ie building/generators) dependent upon event and stall requirements.

7f. Lighting – Lighting plants are being sourced from Council. Currently sufficiently lighting in surrounds of Ag Centre.

7g. Risk Assessment – Candi to finalise risk assessment and Co-vid plan in consultation with Warren

7h. Community Grants – A community event grant from the local council up to \$5,000 is available. Fiona to investigate suitability for this event – What figure or assistance is the Event requiring?

8. General Business – without notice

8a. Emergency Services Day has been postponed until Friday 9th October 2020.

Meeting closed 7:58pm

Next meeting scheduled: Monday 7th September 2020 at St Mary's Campus Staffroom

Signed:  President

Name: Fiona Murray

Signed:  Secretary

Name: Michael Kingham