



ST PETER CLAVER COLLEGE

Parents & Friends Meeting Minutes

2026

Annual General Meeting

Term: 1, 2026

Date: Tuesday 10 February 2026

Location: St. Peter Claver College, 10 Old Ipswich Road, Riverview

Conference room 1: Champagnat Centre.

AGENDA

1. OPENING 6:00pm

Prayer read by Todd Riggs

2. NEW BUSINESS

a. ELECTION OF OFFICE BEARERS– All positions open for nominations

President – B Sheather

Nominated – B Everding

Seconded by – L Goodrich

Vice-President – L Goodrich

Nominated by – L Goodrich

Seconded by – B Everding

Treasurer – B Everding

Nominated by – B Everding

Seconded by – D Hargreave

Secretary – S Redden

Nominated by – S Redden

Seconded by – B Everding

3. ATTENDEES

As per attendance register

4. APOLOGIES

P & D Siljac

Ange Ryan

5. ANNUAL BUSINESS

- **WELCOME** presented by Todd Riggs
- **Updated BCE Safeguarding** – Donna Sugars

6. SPCC PRINCIPAL'S COLLEGE REPORT presented by Principal Charles Brauer

- 50 Year Anniversary – Public Event – Fri 31 July
- Staff update and changes
- Poster – Full of Grace (theme)
- Academic awards/results
- Student leaders



- Upcoming events
- Building projects
- Landscaping

Moved: Todd Riggs

Seconded: Laurel Goodrich

7. SPCC P & F PRESIDENT'S REPORT presented by Bronwyn Sheather

- Intro,
- Thank you for 2025's help
- Emails will go out for volunteers call when events come up

Moved: Todd Riggs

Seconded: Laurel Goodrich

8. SPCC P & F TREASURER'S REPORT presented by Bridget Everding
Finance details available upon request.

Moved: Bronwyn Sheather

Seconded: Todd Riggs

MEETING DATES

St Peter Claver College P & F ordinary meetings will be held once per term on the following dates:

Term 1 – February 10, 2026 (Week 3 – Term 1)

Term 2 – May 19, 2026 (Week 5 – Term 2)

Term 3 – August 11, 2026 (Week 5 – Term 3)

Term 4 – November 24, 2026 (Week 8 – Term 4)

P&F EVENT SCHEDULE 2026 - PARENT FORUM DATES & AGENDA

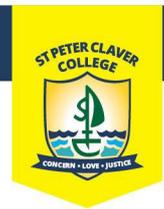
10 February 2026 5:30pm for 6:00pm commencement	P&F AGM P&F Term 1 meeting
27 February 2026	Grandparents Breakfast
8 May 2026	Mother's Day Breakfast
19 May 2026 - 6:00pm	P&F Term 2 Meeting
24 May 2026	Open Day
11 August 2026 - 6:00pm	P&F Term 3 Meeting
3 September 2026	Father's Day Breakfast
9 October 2026	World Teacher's Day Morning Tea <ul style="list-style-type: none">● 2027 P&F Applications Disseminated
24 November 2026 - 6:00pm	P&F Term 4 meeting

9. NEW BUSINESS

a. **Incoming Correspondence**

Nil

b. **Outgoing Correspondence**



Nil

c. **Discussions / Questions**

10. OTHER BUSINESS

- Member introductions
- Committee photo – T Riggs requested a photo be taken of the Committee
- L. Goodrich enquired Parent forum – Todd called for suggestions
 - – TRP suggested
 - Cyber bullying
- Feedback – pastoral – positive feedback of the pastoral system
- Bus feedback of the bus being delayed, roll call app having issues – Todd – 5mins not deemed as late. App issues to be investigated
- Public bus availability – go card, school has not had any negative feedback in regard to the run.
- Buses are consistently being assessed and adjusted as needed. Cameras now all have audio and when the school is notified, issues can be resolved.
- Community feedback for buses and drivers is positive.
- Drivers are there to drive the vehicle and not manage behavior of children.
- Possible issue with ordering uniforms. UMS has been helpful with sales.
- Requested for QKR to be updated with the new menu.
- Year books and calendars were handed out to eldest child last week. – can a second copy be purchased? See CLT about possible spares.
- School photos – Mid term 2 possibility of different packages for sale.
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11. DISTRIBUTION OF MINUTES OF MEETING

- Submitted & distributed by: Sarah Reddan
- Next Meeting: May 19, 2026 (Week 5 – Term 2) – commences 6:00pm

Meeting Closed: 7.27pm