



MAZENOD COLLEGE

Parents & Friends Minutes

Annual General Meeting

14 November 2017

Meeting Opened: 07:00 pm

Apologies: Maria Pagotta & Steph Bewick

Present: Siobhan Allen, Sue Dupont, Susi Purcell, Kelli Peters, Tony Perkins, Jeff Ronan, Andrew Watson, Anne Greenley, Rachel Theunissen, Sharlene Willock, Joel Nevin, Jane Wallis, Tony Checker and Ann Bond

Opening Prayer: 'Prayer for Ending (of school year)' read by Joel

Minutes of previous meeting

- Minutes of 17 October 2016 accepted by Joel Nevin and seconded by Sharlene Willock
- Minutes of 2016 AGM on 8 November 2016 accepted by Jane Wallis and seconded by Sharlene Willock

Business arising from previous minutes:

- Nil

Principal's report:

- Year 12's well into exams and others have completed work experience. Last exam for Mazenod students is on Friday of this week.
- Year 11's finished last Friday and now head into exams and work experience in the coming weeks. They will work with younger students in these portfolios.
- Last week we held a productive meeting with the incoming prefects and captains, looking at the portfolios of what they will plan to achieve in 2018.
- The Yr. 10 Peer Support Camp was held to train the future Yr. 11's in their role of peer support to the incoming Year 7's.
- IE – Industry and Enterprise students are currently working on project in the pool area, with new shed and storage box. Pad and paving area's being completed
- D&T Building update – site meeting up and coming, with progress of building going to plan.
- There will be six students attending National Oblate Youth Encounter over January.
- At the last assembly the students who participated in the immersion to Sri Lanka this year gave a presentation of their time in Sri Lanka to the students.
- The Tutor's Choice Evening was a wonderful night, full of great music and talent.
- We have recently employed three new staff members for 2018
 - Gavin Nancarow in Year 7
 - Hailey Giles in Year 7 and
 - Michael Brooks – Head of RE

We have two staff members retiring this year:

- Lorraine Lima and
- Geoff Stallard

Butch Worth will be on long service leave for Term 1 in 2018.

At the conclusion Andrew was asked by Tony how his first year as Principal had been: Andrew advised it has been a fantastic year and College continues to be strong in all areas. Every boy has the best opportunity to learn. Looking to 2018 to maybe increase P&F involvement with guest speakers at meetings and how P&F can assist/support the challengers at home. Andrew thanked the P&F for their support, flexibility and passion to do anything for our boys.

President's report:

PRESIDENT'S ANNUAL REPORT NOVEMBER 2016

I cannot believe that we have come to the end of another year together as the Mazenod P&F Association.

2017 has been a fantastic year for this team of dedicated volunteers. It started with our Welcome BBQ. I was unable to attend this year but could well imagine the wonderful atmosphere as the families and staff gather underneath the shade and the children enjoy the slide and sporting activities. All amongst the smell of the BBQ!

The next major event for the P&F is the running of our raffle. Thank you to Tony for taking on this mammoth task. Not only do you coordinate the raffle but you also provide us with a fabulous post raffle report. But this task is greater than one person, and I thank everyone from the Admin staff, teachers, families and friends for making sure that this year's raffle was a huge success. Raising over \$15,000 in today's economic climate is no easy feat.

Mazza Mums have kept very busy this year with a new 'Mum' at the helm. Thank you, Ann, for taking on this role, and to Jane as a great support. Mazza Mums is, in many ways, the heart of our community. It brings parents and friends together throughout the year. Starting with the welcome morning tea on the first day. Through to providing refreshments for Orientation Day and the many Masses throughout the year and finishing with the final assembly (and tissues!)

This year we welcomed Andrew Watson as our College Principal and friend. Thank you to Andrew, Jeff and college leadership team for their support, guidance and sharing of information throughout the year. We are grateful the opportunities you create for the P&F to be involved with the school.

We must celebrate our achievements as a group. This year we have allocated over \$86,000 to projects around the school. These include, C Pen Readers, Flagpoles, upgrades to the Boarding house facilities, fans in the Gym and enhancements to the Yr. 9/10 block and bus area.

Our fundraising activities with the raffle, family photo day and entertainment book sales have raised over \$16,000. Thank you to Tony, Maria and Karen for leading these fundraisers. Thank you also to all parents who make a contribution to the P&F funds.

We have also built a sound Constitution that is at final audit stage. This valuable document will guide our P&F in the coming years.

My thanks go to the Executive Committee, Tony, Ann and Rachel for your fantastic reports, exact minutes and balanced financials. And to the many parents and friends who have attended our meetings and events throughout the year. It is an absolute pleasure to be a part of this group.

We must also thank the college staff and teachers for their support and assistance throughout the year. Many of our activities would not be possible or as enjoyable, without their involvement.

My final thanks go to Jane Wallis as she moves from Parent to Friend. I first got to know Jane at Mary's Mount Primary School where she was actively involved in the school community. It was no surprise to come to Mazenod and find Jane deeply involved in many aspects of the college, from the P&F to Mazza Mums and the Hockey Club to name a few. Thank you, Jane. We hope to see you around the college in years to come.

Jane has been part of the Mazenod Community for 13 years and co-ordinated the Mazza Mums for the last eleven years. Jane was thanked again by Joel for her contribution to the College and presented with a thank you gift and flowers.

Treasurer's report

In 2017 the P&F undertook to assist the school in providing the items listed in the Treasurer's Report (I will outline some of these). We also remained a member of the PFFWA. So far the gym fans have been installed, two of the C-pens have been purchased and the flagpoles have been erected and are indeed flying flags. Some of the other works are either in progress or will be completed once the boys are off campus for the year. There have been many things going on at the school this year and I am pleased that the P&F have been able to assist in providing some of the resources and amenities that make school life more enjoyable for them. These things have been made possible by the contribution of Parents through:

- Fees
- The fundraising raffle, thanks to the hard work of Tony, staff here at the school, Joel, Theresa and other volunteers
- The Entertainment Book Sales, thanks to Karen
- The Photo Day, thanks to Maria

...and to all the people that assisted with these endeavours – well done!

Bank Balance brought forward as at 17 October 2017 **\$ 91,650.27**

Plus

Deposits	\$ 741.50
	\$ 741.50

Less

Expenses	\$ 2,546.50
Cheques not yet presented	\$ 200.00
Provision for Budgeted Items 2016	\$ 84,810.50
	\$ 87,557.00

Cash Book Balance as at 17 October 2017 **\$ 6,848.79**

Bank account balance as at 17 October 2017 **\$ 89,844.77**

Cheques to be written at this meeting for:

Gym fans	\$ 19,100.00
Total	\$ 19,100.00

NOTES:

General P&F Ledger balance \$ 2,014.52

Provision for budgeted items 2016
Backboards for gym \$ 1,000.00

Provision for budgeted items 2017
Items listed below \$ 83,810.50

\$19,100-scheduled for Oct holidays	for 2 large fans (6 metre) installed in Gym
\$ 21,030-scheduled for Christmas holidays	towards re-surfacing u/croft, Science & Yr9/10
\$ 25,000-may be spend on bus	towards upgrade of public bus drop-off/pick-up
\$ 1,127-2 purchased and paid for	purchasing of 3 C Pen readers
\$ 1,800-installed and paid for	purchasing 2 six metre flag poles and footings

\$ 15,300-boarding house refurbishment	indoor and outdoor boarding house furnishings
\$ 3,000	assist with purchasing raised garden beds etc.
\$86,357 Total	

Cheques to be presented

Raffle prize \$200 (001689)

Budgeted items summary	\$86,810.50
Fans	19,100.00
Re-surfacing	21,030.00
Bus area or bus	25,000.00
C pen x 1	380.50
Flagpoles	0
Boarding	15,300.00
Garden beds outside boarding	3,000.00

Mazza Mums 2016 Report – Jane Wallis (final report) and Ann Bond

MAZZA MUMS REPORT FOR 2017 AGM

Over my years involved with Mazza Mums, there have been changes. When Julie Oorschot and I were thrust into the position back in 2006 we felt like we were the blind leading the blind as we were asked to take on the head role but given little direction. Fortunately, we had been involved with Mazza Mums for at least a year to have some idea of what was required.

Initially, our requests for help relied solely on the newsletter with only the year 12 farewell assembly having snail mail letters sent out to year 11 families. Getting help was difficult but fortunately emails had come into existence. We also needed a data bank of contacts and achieved this by adding our first flyer into the orientation pack with the events listed for people to tick preferences and add their contact details. This was great in the beginning as we could tap into people through the emails. But as time went by, it lost some of its effectiveness, especially with technology overload and people becoming busier.

Another change that has occurred is a further reduction in catering events for Mazza Mums with no art exhibition being held this year. The events we did cater for included last year's Yr 7 Orientation Day afternoon tea at the end of November, the Welcome morning tea on the first day of the school year, the Opening Mass morning tea (with leaders and staff from the Eastern States Oblate schools visiting) and Open Day on the last day of term one. In Second term, we catered for the St Eugene De Mazenod's Feast Day mass morning tea in May. This was followed by a large break in third term. Recently, we had the year 12 farewell assembly on Friday October 20. Then we come full circle with the year 7 Orientation Day again next week.

Every year becomes a little more difficult getting help, and this year saw food donations dropping - prompting more urgent email requests targeting specific year groups for help. But when these have gone out, then we were overwhelmed by the amount, in particular with Open Day food donations. Hands on help has still been positive.

The other change this year was the closing of the Mazza Mum bank account (or as it was listed: the Mazenod College Ladies Auxilliary), transferring about \$700 into the P&F account. This was to alleviate the lengthy process required with constant signatory changes. Also, with changes to Mazza mums, we didn't need to have a separate bank account. In the past, Mazza Mums would have fundraisers like the Easter Egg Raffle and gold coin donations from the second-hand book sale at the end of the year – an excellent initiative for people to buy cheaper textbooks and recycle the ones no longer needed. With the advent of laptops, this service died out as did our little fundraiser.

I would like to thank Ann Bond for efficiently taking over Julie's role this year and to Kelli Peters for kindly agreeing to take the baton from me. I am so happy that Mazza Mums will continue successfully with two highly competent and lovely ladies. Enjoy your time as it flies by.

Ann and I would like to thank all our Mazza families for their much-appreciated contributions during the year.

We sincerely thank Lyn McDonald who diligently sends emails and letters out, organise newsletter items for us and for just being there; and to all the office staff for helping any which way they can, always with a smile on their faces. Thank you also go to Andy Barnett and Dave Vallis for helping with set up and the laundry staff for sometimes washing tablecloths. To Joel and the P&F executive committee, thank you for leading the P&F and supporting us and to the School Leadership Team. Thank you to also to Anne Greenley, who always checks if we need anything or need extra help, and securely stores some of our supplies.

I have thoroughly enjoyed my time in the role which I could not have done without the huge number of people lending a hand in any small way. It really is an amazing group effort. And as I move from the P to the F, I will be around if an extra hand is needed – just beat those drums and I will be ready to help.

All that is left to say, even though it is a bit early still, is have a safe and happy Christmas. Thankyou.

Correspondence in:





- Nil

Correspondence out:

- Nil

Election of 2018 Office Bearers: Chaired by Jeff after all members stood down and positions declared vacant.

Following general discussion the following Office Bearers were elected for 2018:

-  President – Joel Nevin
-  Vice President – Tony Checker
-  Treasurer – *vacant, with Susi considering position*
-  Secretary – Ann Bond

General business:

- **Constitution**

Andrew advised School Board had made a few changes/suggestions to draft P&F Constitution, seeking clarification on a couple of issues. Andrew will work through this information with Tony, who will present Constitution at first meeting in 2018. A short discussion also took place into having the P&F books audited. Rachel advised Eric had mentioned during the year the possibility of P&F books being audited with School Books. Need to confirm with Eric if this is possible. Andrew and Jeff advised school books are normally audited in January/February of each year.

- **Orientation Day** – Yr. 7 2017 Orientation Day is on Friday 24 November
P&F and Mazza Mums will both give short presentation to parents during afternoon orientation session, prior to afternoon tea.

- **Family Welcome BBQ 2017** – Saturday 24 February 2018
Will be organised as per this year (Tony has all relevant details, i.e. amount of buns/sausages needed etc.). Rachel volunteered to organise hiring of water slide. Joel enquired about senior boarders again assisting in help to coordinate games etc. for younger students attending. Anne on behalf of FOPA inquired about having display and presentation from FOPA Committee at Welcome BBQ. Following discussion it was agreed event was to remain informal and relaxed atmosphere. Jeff suggested FOPA have static display at Yr. 7 Orientation Afternoon (similar to what Mazenod Basketball Club is doing).

- **Welcome Morning Tea** – Yr. 7 first day of school to be confirmed: will either be on Tuesday 30 January or Wednesday 31 January 2018 (when whole school resumes). This is small affair where Yr. 7 parents can come along for a cuppa once they boys have settled into class on the first day. Cuppa is completed by Mazza Mum's and P&F Executive attend to welcome parents to Mazenod.

- **Sundowner (ex Andrew)**

Andrew mentioned he was keen for P&F to look at holding a Parent Sundowner in 2018. Can start small and host early in Term 1. Keep event short, only one and half hours. Need to decide if BYO own food or school supplies and then attendees BYO alcohol (in responsible manner). Discussion also held about event having designated year group areas and this way parents from same year group can mingle. Also discussion about whether having a parent liaison for each year group would be beneficial. Further discussion to be undertaken at first meeting in 2018 with final decision about event to be agreed upon.

Upcoming events:

- 2018 events: Welcome BBQ and February 2018 meeting

Meeting closed: 08.19 pm and was followed by social gathering of members present.

Footnote: The following dates have been confirmed for 2018

P&F Meetings

Tuesday 6 February

Tuesday 13 March

Tuesday 10 April

Tuesday 8 May

Tuesday 12 June

Tuesday 14 August

Tuesday 11 September

Tuesday 16 October

AGM – Tuesday 13 November

P&F Welcome BBQ

Saturday 24 February

P&F Raffle

-to be drawn either 20 or 27 June