



MAZENOD COLLEGE

Parents & Friends - Minutes 6 February 2018

Meeting Opened: 07:01 pm

Apologies: Maria Pagotto, Sue Dupont and Anne Greenley

Present: Andrew Watson, Shayla Strapps, Kelli Peters, Susi Purcell, Tony Checker, Jeff Ronan, Steph Bewick, Peter Bewick, Joel Nevin, Siobhan Allen, Rachel Theuniessen and Ann Bond

Opening Prayer: 'Prayer for a Meeting' read by Joel

Minutes of previous meeting

- Minutes of 2017 AGM Tuesday 14 November 2017
 - Moved: Joel Nevin
 - Seconded: Rachel Theuniessen & Tony Checker

Business arising from previous minutes:

- Nil (being covered in general business)

Principal's report:

- Although we have only been back a few weeks, we have been very busy.
- Over summer break five Yr. 12 students along with Bruce Derby and John Donaghy were away for 13 to 14 days on the Indian Immersion. This was a very successful time spent with the Oblate's in India.
- Four students accompanied by John Keogh attended the Oblate National Youth Encounter in Victoria. Initially group bunked down at the Oblate home in Melbourne and then camped out for the encounter. Theme of event was 'courage and passion.'
- Oblate Cricket Carnival was held in Iona, Brisbane. Team had one win, one loss and one wash out.
- ATAR/WACE results had the highest course results and high achieving 2017 students were invited back to last week's assembly.
- D&T Building is progressing nicely. Insulation/air con duct~dust extractors are being installed within the next one to two weeks. Project remains on track to be completed by end of March/April and still on target for Term 2, 2018. Select staff will be participating in walk-thru on Friday and more photos will be uploaded onto Facebook site.
- For those not aware we have appointed Chris Richards-Scully as our Community Relations & Marketing Manager. I have invited Chris to attend the next meeting as he had commitments with Rite Journey Evenings and Sporting Clubs meetings this week.
- Glass doors in Yr. 9 & 10 block have been installed
- Resurfacing of floor near Canteen and Yr. 9/10 block completed
- Extra bike racks being installed at bike rack and new camera's placed at bike rack and throughout school
- Boarding House – soft furnishings have been brought and improvements made to dining room. New entry to garden and boarding area completed. Will ensure photos for next meeting so P&F can see where monetary contribution has been spent.
- Had very successful welcome back night on the first Tuesday evening for Boarding Parents. Still awaiting a couple of students from Beagle Bay, who are currently unable to leave area due to flooding.
- Parent Information nights commencing. Yr. 9 tomorrow night and Yr. 7 next week. Yr. 9 Rite Journey to also commence soon.

- New start day for Yr. 7's (commencing on the Tuesday with Yr. 12's, day before whole school returns), appears to have worked well. Great to have the Yr. 11 mentors and Yr. 12's assist with Yr. 7's transition to high school.
- New College Website has been launched today but taking some time to work its way through the internet
- Parental Portal – with marks, upcoming programs will be launched in next few weeks. Peter Douthie will present information session about portal during Parent Information Sessions.
- Central Leadership Team has already begun discussions about preparing 'wish list' for monetary assistance for consideration from P&F.
- P&F Welcome BBQ on Saturday 24 February 2018
- College would like to hold Parent Sundowner on Friday 9 March. Just a short get-together with finger food being provided by College. Event to take place in undercover area. *General discussion with members present agreed to 6.30pm start, with a view event would only be for an hour or hour and half. Event will be advertised on College Facebook site and Trybooking will be used for event in order to indicate numbers for catering. Further discussion took place in regards to how P&F could be involved. Agreed members would assist with food distribution and Andrew will have name tags made showing members name and P&F member. Andrew queried if anyone held Service of Responsible Alcohol certificate. Andrew holds one and Ann advised she also holds certificate.*

President's report:

Welcome to everyone for 2018. Again looking forward to another great year, working with College to provide extra resources.

Thank you to Susi for taking on Treasurer position (to be confirmed in General Business). Rachel (out-going Treasurer will assist in Susi's transition into role) and P&F will provide any support to Suzi she needs.

Thank you to Rachel for being part of the Executive Committee over the past few years and especially in her last position as Treasurer. All her efforts are greatly appreciated.

Treasurer's report:

Bank Balance brought forward as at 14 November 2018	\$ 89,844.77
<u>Plus</u>	
Deposits	\$ 0.00
	<u>\$ 0.00</u>
<u>Less</u>	
Expenses	\$ 19,478.25
Cheques not yet presented	\$ 0.00
Provision for Budgeted Items 2017	<u>\$ 65,710.50</u>
	<u>\$ 85,188.75</u>
Cash Book Balance as at 6 February 2018	<u>\$ 6,920.54</u>
Bank account balance as at 6 February 2018	<u>\$ 70,366.52</u>

Cheques to be written as this meeting for:

	\$ 0.00
Total	<u>\$ 0.00</u>

NOTES:

General P&F Ledger balance 2018	\$ 40.00
General P&F Ledger balance 2017	2,224.52

Provision for budgeted items 2016

Backboards for gym \$ 1,000.00

Provision for budgeted items 2017

Items listed below: \$64,710.50

\$21,030-scheduled for Christmas hols towards re-surfacing u/croft, Science & Yr9/10 block
\$25,000-may be spend on bus towards upgrade of school bus drop-off/pick-up
\$ 1,127-2 purchased & 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 & outdoor boarding house furnishings
\$ 3,000-boarding house gardens assist with purchasing raised garden beds, etc

\$64,710.50 Total**Cheques to be presented: Nil****Budged items summary: \$64,710.50**

Resurfacing	21,030.00
Bus area or bus	25,000.00
C Pen x 1	380.50
Boarding	15,300.00
Garden beds o/s boarding	3,000.00

Mazza Mums

- Year 7 Orientation Afternoon on Friday 24 November 2017 went well. We gave brief presentation about Mazza Mum's, had many helpers and a wonderful selection of food.
- Tuesday 30 January 2018 – provided first day cuppa to Year 7 Parents with P&F Executive. Due to parents leaving boys in Undercover area and not going to their respective classrooms the volume of parents who attended was quite large. Event was held in PAC foyer and was very crowded; so much so some parents came down but didn't stay as it was so busy. Next year we will look at moving the cuppa into the gym, as more room for people to mingle. Thank you to Andrew for bringing Staff Coffee Machine down for those parents wishing to have percolated coffee and thank you to Lyn and Lil for manning machine for us.
- Wednesday 7 February 2018 – we have morning tea following Opening School Mass. Some new Yr. 7 mums are helping and food contributions notifications have been good.
Footnote: Morning tea went well, good selection of food and great help from new Mums and Grandma's.
- Finally have the Open Day on Thursday 12 April 2018. Will look at assistance for helpers and food donations in late March.
- 2 new milk jugs have been purchased for gym kitchen, as a couple have chips in them and not able to be used.

Correspondence in:

- APC Review October 2017 edition – with information about P&F President Induction Evening on Thursday 8 February and PFFWA Dinner & Conference being held Friday 25 May and Saturday 26 May 2018
- Letter from Mayor John Giardina, Mayor of Kalamunda
- IGA Sanderson Rd, School Supporter's Shopper Docket rewards, cheque for \$407.55

Correspondence out:

- Nil

General business:

- **Confirmation of 2018 Treasurer**

As per AGM meeting on 14 November 2017 the Treasurer's position became vacant.

Susi Purcell has offered to set into Treasurer's role for 2018. Susi's nomination was accepted by all present. We thank Susi for taking on this role and Rachel has offered to assist Susi in her transition into role.

Signatures to Mazenod College P&C Association account: BSB 066 122 Account No: 00901222 will now be:

New Signature	Removed Signature
Principal – Andrew Watson	John Payne (2016 Principal)
Susi Purcell – Treasurer	Rachel Theuniessen

The signatures of Joel Nevin – President and Tony Checker – Vice President remain for 2018

- **Welcome BBQ**

Tony presented schedule for assistance at Welcome BBQ-schedule as addendum attachment. Welcome BBQ is on Saturday 24 February 2018. It was noted from last year's attendee's mentioned having night immediately following Yr. 7's camp was very tiring, and this year evening will be a week after the camp.

- **P&F Funding for 2018**

Joel gave brief overview of where the P&F obtain funding throughout the year. Largest income is from the P&F Levy which all parents pay within their school fees. 2nd largest contribution is the annual raffle, which in past has a profit of between sixteen and twenty thousand. Raffle draw is held towards end of Term 2. Secondary P&F Committees are different to primary school P&F's in that not as many fundraising activities are held during the year.

Joel advised friend of P&F-Karen Hegarty (ex-parent) has again volunteered to coordinate the sale of the Entertainment Books, with the office staff assistance. All present happy for Karen to continue with this role. A portion of the sale of the books is returned to the P&F.

Also in the past the Art Show has generated funding for the P&F, but last year FOPA commenced exhibition weekend of student art/craft. P&F aware FOPA are now active with various events throughout the year and P&F not wishing to overburden parents with events.

Need to consider if we approach any outside agencies/institutions for contribution towards specific funding items. Do we want a specific item to be raising money for and then we can look at this idea about approaching other agencies for funding.

Recommendation from Joel for everyone to think about funding idea's and present at next meeting.

2018 Raffle – need to look at options to ensure new families support raffle. Query about going to electronic means for paying for tickets, needs to be further investigated as this method of payment could be an issue. All present agreed to the running of the Annual Raffle for 2018. Raffle to be agenda item for next meeting as draw has been confirmed will take place at whole school assembly on Wednesday 20 June 2018

- **Funds Allocation for 2018**

Awaiting wish list from Leadership Team. Andrew will advise next meeting of wish list.

Siobhan spoke about possibility of looking at grants towards cost of bus, especially if grant application specifies bus is used for other events besides transporting boys to sporting events. Siobhan mentioned the 'Hands of Eugene' where students attend St Munchins in Gosnells and assist students with school work is a good example of what some companies are looking for when they provide grants to school bodies.

Peter inquired if school was looking at new or second-hand bus and what seating capacity bus would have. Andrew advised looking at 33 seater and purchase would depend on budget. Currently looking at around \$100,000 towards bus purchase.

It was mentioned if P&F to apply for any grants possibility Chris Richards-Scully, new Community Relations & Marketing Manager may be able to assist with grant process.

- **P&F Constitution**

Mazenod P&F Constitution has been drawn from standard PFFWA sample with alterations made to cover Mazenod specifically. School Board has looked over draft proposal and added some comments and suggested adjustments.

Tony will arrange to meet with Andrew and go through suggestions with view for Constitution to be presented at next meeting for endorsement.

- **College Website**

Andrew advised new college website was launched today. Still need to update P&F and Mazza Mum sections, but this will occur over the next few weeks.

A few staff members will undergo further training in order to be able to update and make changes to website.

Joel will speak with Chris, Marketing Manager, in regards to photos being taken of Executive Member for adding to P&F section.

- **Term 1 Sundowner**

General discussion about how P&F can be involved in evening. Andrew mentioned he has RSA- (Responsible Serving of Alcohol) Certificate and asked if anyone else did. Andrew happy for P&F members to get come along and enjoy evening.

Joel suggested it might be nice for P&F Members to assist with taking food around. Also suggestion name tags are used, in order for other parents to be able to identify P&F Members and Executive.

College would like to keep evening simple. Will have boards up with information (like on Open Day) for P&F, FOPA, sporting clubs etc. May have designated year group area and this way families can meet other parents from same year group.

Joel mentioned P&F struggling to still be part of the College and this would be a good opportunity to talk to other parents in a relax atmosphere about the P&F.

- **Cookbooks**

Joel advised still 370 cookbooks from 50th Anniversary year left and even with price of books now \$20, only a few have been sold at this price. Rachel advised cost of printing of books would now have been expended from budget.

Joel proposed remaining books are given to school for school to use as they wish, example: gifts for boys being billeted when interstate, take to Dowerin Field day/Wagin Woolarama etc.

All members present agreed for school to have cookbooks and use as they wish.

- **Second-hand books/clothes (Jane Wallis, friend of P&F)**

Ann advised Jane (now friend of P&F) had been approached by other Mums from last year's Yr.12 in regards to somehow having a forum to sell second books and clothes (as Uniform Shop does not take all second-hand clothing from families). Siobhan mentioned St Brigid's has a second-hand site on Facebook and she has seen some Mazenod families post on this site.

Jeff queried if St Brigid's Facebook site used for anything else and Siobhan advised it was solely for second-hand books and uniforms.

Footnote: On Thursday following meeting Jeff set up Mazenod Second-hand Facebook site. Many families have joined site and site is being used. Thanks to Jeff for setting up site and also to Jane for query, which generated site being formed.

- **PFFWA (Siobhan)**

Siobhan advised PFFWA was holding their P&F President Induction Evening this Thursday 8 February at 6.15pm at St Peter's Catholic Primary School in Inglewood.

Upcoming events:

- Opening School Mass with Morning Tea – Wednesday 7 February 2018
- Parents Sundowner – Friday 9 March 2018 6.30pm (start time to be confirmed)
- P&F AGM – Tuesday 13 March 2018 at 7pm
- Mazenod Open Day – Mazza Mums Afternoon Tea Thursday 12 April 2018

Meeting closed: 8.25 pm