



# MAZENOD COLLEGE

## Parents & Friends - Minutes 12 June 2018

**Meeting Opened:** 07:00 pm

**Apologies:** Joel Nevin and Maria Pagotto

**Present:** Andrew Watson, Susi Purcell, Tony Checker, Jeff Ronan, Siobhan Allen, Shayla Strapps, Sue DuPont, Kelli Peters, Sharlene Willock and Ann Bond

**Opening Prayer:** 'Family Prayer' from PFFWA Conference read by Sharlene Willock

### Minutes of previous meeting

- Minutes of Tuesday 8 May 2018:
  - Moved: Sharlene Willock
  - Seconded: Kelli Peters

### Business arising from previous minutes:

- Basketball and Hockey club funding request to be discussed during general business

### Principal's report:

- Mother's Day Mass was held the morning after the last meeting. First time Mass was held on a Wednesday and not Friday. Mass time was also new, being 8.10am. The boys are encouraged to attend the Wednesday morning masses, and this is one of the reasons we had the Mother's Day Mass on a Wednesday this year. (from Jeff, numbers of mother's attending appeared to be the same as previous years, when Mass was on a Friday and during Period 2)
- The Years 8 & 9 participated in the Lighting Carnival also on the Wednesday following the last meeting. The boys all participated well during the carnival.
- National Boarding Week has also occurred. The boarders identify with Ronald McDonald House and some of the older boarders attend and help at the house. The school Facebook page has also featured lots of the boarders – showing where they come from and what they enjoy doing whilst they are at home. We also participated in adopt a boarder – where the boarders invite others to come to the boarding house.
- This year some of our music boys travelled to Queensland to help IONA celebrate their 60<sup>th</sup> Anniversary. The boys were there during their St Eugene de Mazenod Feast Day Mass and then travelled back home in time for our own feast day mass.
- Regarding St Eugene de Mazenod Feast Day Mass – looking for ideas/suggestions of how we can involve more parents to attend Mass. Looking at younger boys personalising invitations to their parents, mainly Years 7 & 8. Also, utilising Facebook more. *Siobhan mentioned it was hard for working parents to take time off to attend, especially as Mass doesn't commence till 9.30am.*
- Year 7 Parent Information Evening has been held with introduction to Elevate Education. We are also focusing on developing the boys with a Life Table, as I mentioned in the newsletter
- We have provided extended Library hours for the Years 11 & 12 to study. Library stayed open till 6pm during weeks 4 and 5 and on average 14 boys were usually at the library during this time. Boys advised staff they really appreciated this opportunity and thanked staff for making it possible.
- Before long weekend we participated in ACC Cross Country. This year it was cold and challenging but great to see the older boys encouraging and engaging with the younger boys. School came 4<sup>th</sup> overall (67 schools participating, with 320-350 boys running).

- Community Service – the older boys have raised \$1,600 for water purifier for Parish in Sri Lanka. This amount was raised very quickly.
- We have the Winter Sleep Out Appeal coming up on Wednesday 20 June. Always a good night.
- Year 11 and 12's are finishing off their exams and Year 10's commence their exams tomorrow.
- We are currently working with Catholic Education Office to develop Boarding Induction Package. Whilst College already has their own, we are now working with CEWA, St Brigid's and Edmund Rice College (Bindoon), in developing standard package.
- We are also working with Jennifer Chaplain in Parent Engagement: working with families/parents for coming boarders in 2019.
- We are also reviewing Vocational Educational Training – going through draft, looking at ways to improve and increase training offered to students.
- DNT building schedule is a little behind due to some issues with the floor, but practical handover is Friday 22 June. We are trying to ensure building is ready for start of Term 3

Information from floor:

Tony queried if Engagement Program will eventually be extended to parents of day students. Andrew advised, not at this time, but can be looked at a later date.

Siobhan advised schools can look at quality events and therefore families can support area which they are most comfortable with

Sue mentioned it would be good if parents could be welcomed and shown where to go, in instances when attending school Masses, as it can be quite daunting trying to navigate into the gym whilst all the boys are entering at the same time. It provides a personal touch and makes families feel welcomed.

#### **President's report:**

Tony advised Joel is currently away with work but sends her regards and she is looking forward to seeing raffle's progress.

#### **Treasurer's report:**

<b><i>Bank Balance brought forward as at 8 May 2018</i></b>	<b><i>\$ 32,076.41</i></b>
<u>Plus</u>	
Deposits	\$ 0.00
Raffle	<u>\$ 10,960.68</u>
<u>Less Expenses</u>	\$0.00
Cheques not yet presented	\$0.00
Provisions for Budgeted Items	<b><u>\$ 29,380.50</u></b>
	\$ 29,402.84
<b><i>Cash Book Balance as at 12 June 2018</i></b>	<b><u>\$ 13,656.59</u></b>
<b><i>Bank account balance as at 12 June 2018</i></b>	<b><u>\$ 43,037.09</u></b>
<b>Cheques to be written as this meeting for:</b>	
Nil	<u>\$ 0.00</u>

#### **NOTES:**

<b>General P&amp;F ledger balance</b>	<b>\$ 3,793.64</b>
<b>Provision for budgeted items 2016</b>	
Backboards for gym	\$ 1,000.00

## Provision for budgeted items 2017

Items listed below:

**\$28,380.50**

**\$ 25,000-may be spent on bus**  
**\$ 380.50-2 purchased & paid for**  
**\$ 3,000-boarding house gardens**

towards upgrade of school bus drop-off/pick-up  
purchasing of 3 C Pen readers (1 still to be purchased)  
assist with purchasing raised garden beds, etc

### Cheques to be presented:

<b>Budgeted items summary 2017:</b>	<b>\$28,380.50</b>
Bus Area	\$ 28,000.00
C Pen x 1	\$ 380.50
Garden Beds outside Boarding	\$ 3,000.00

### Account balance less Provision for budgeted items

**\$43,037.09 less \$29,380.50                      TOTAL: \$13,656.59**

### Mazza Mums

- We provided morning tea following St Eugene de Mazenod Feast Day Mass on Wednesday 23 May. Great group of helpers and enough food for staff and few parents who attended.
- We now only have two events left for the year and both are in Term 4 (Yr. 12 Farewell Assembly Morning Tea and Yr. 7 Orientation afternoon tea)

### Correspondence in:

- Nil

### Correspondence out:

- Nil

### General business:

- **2018 Raffle - As of 12 June 2018 – report prepared by Tony**

### Participation:

- 720 families
- 9 Opted out (1%). Better than previous years
- Additional participants: 17

### Sales:

- Tickets sold: 367
- 346 families participated (48%)
  - 2017: 312 full book sales (43%)
  - 2017: Total participation 544 (76%) - Full, partial, and returned books
  - 2017: Average sale per family: \$47.85
  - 2018: Average sale per participant: \$42.43
- Multiple tickets sold to single families

### Finances

- Revenue: \$14,680, (2017: \$23,878)
- Prize pool: \$6,900 (2017: \$6,500)
- Fee: \$115
- Total costs: \$7,015 (2017: \$8,767)
- **Profit: \$7,665** (52% of revenue)

### **Advantages:**

- Very low effort.
- Very low costs (excluding prize pool)
- Much easier than previous formats
- Some good feedback. No negative feedback received

### **Disadvantages:**

- Nothing tangible on the kitchen bench or fridge door – loss of passive marketing
- No confirmation of receipt of ticket – lots of “lost” tickets
- Privacy risk – personal information in private hands
- Tech issues – not sure the ICT was 100%

### **Initial Assessment**

- The lower \$40 ticket price did not convert enough former partial book buyers (187 in 2017), to make up the lost revenue of the lower ticket price (\$40 versus \$60).
- It is roughly the same percentage of families that generate most of the revenue.
- A large percentage of the families do not participate.

Full post-activity review after the draw and submission of returns to Government

#### *General discussion from floor:*

Survey conducted prior to raffle gave mixed result. Slightly higher percentage of those who took part in survey were in favour of raffle continuing for 2019, but it wasn't a big gap.

Siobhan advised Mazenod's P&F Levy was quite low compared to other Catholic schools. Mazenod's P&F Levy is currently \$60/family per year. Most other schools are at least \$100, with some school's even being up to \$300.

Siobhan mentioned also schools should advise parents of what the levy cost is, and levy should not be included with other sundry items, but individually listed.

Siobhan has found it is primary schools who complete a lot of fundraising activities and raffles, whilst high schools are more into 'fun/engaging' activities.

An increase in the levy can compensate the holding of a raffle.

Andrew advised the Board discusses and agrees to fees and schedules in Term 4 for 2019, so if P&F wanted to look at increasing levy then this matter can be discussed during Term 3 and presented to Andrew before Term 4 for presentation to the Board for their consideration.

- **PFFWA Conference (AGM) – Saturday 26 May 2018 – report prepared by Sharlene**  
**. 26 May 2018 PFFWA State Conference @St Brigid's College**  
**“We're All in this Together”**

Attended by Joel Nevin Mazenod P&F President; Nora Flanders Boarding parent; Sharlene Willock parent.

### **Opening Address: Hon Sue Ellery MLC Minister for Education and Training**

Key to an effective education system:

Students: relationships (with each other and with school community, including teachers)

Teachers: genuine desire to be effective

Families: engaged and involved

Gonski 2.0 Report has big focus on parent engagement. We need a genuine engagement of parents in school decision-making, beyond simple attendance at functions/meetings.

## **Debra Sayce – Acting Director of Catholic Education WA**

- Spoke of history and purpose of PFFWA
- At the beginning of Term 2, a parent survey was conducted to have input into the future direction of Catholic education; this formed part of data used to create the strategic plan.
- Plenary Council (refer to Archbishop's letter), website and videoclip: What is God asking of us as part of the Church in Australia at this time? Focus will be on listening; everyone, may be unsettling, confronting, challenging. We are asked to listen, reflect, pray.
- Also relevant to school settings in general.
- Childsafe Framework: safe environments; responsibility of all involved
- Code of Conduct: CEWA and school-based, for ALL community members

## **Keynote address: Tim Moore (Murdoch Children's Research Institute)**

- The role and nature of relationships and how this relates to authentic engagement
  - Why engage with parents?
    1. Help them (address concerns/needs of parents)
    2. Collaborate for a common purpose/need e.g. capital development,
  - Neurobiology of interpersonal relationships
  - Relationships are a means to an end but are also effective in themselves
  - Relationships of all kinds affect everyone (hierarchical / web of relationships)
    - Challenges to authentic engagement
  - Be aware of the body's reaction to...
  - How to stay in the moment and manage distracting thoughts
  - How to maintain authenticity
  - How to not try and fix every problem (listen fully, allow think time)
  - How to plan and design services with parents
- Having a school staff rep/ leadership team present assists this e.g. at meetings, co-design.  
We need to understand all points of view  
Doing things TO people ----- compliance / resistance;  
Doing things THROUGH people --- benefits, creating positive environments for all.

## **Forum and Panel Discussion - "Bullying: What do we need to know? What do we need to do?"**

facilitated by Claire Orange (with 2 students, PFFWA rep, principal, psych, SDERA rep)

- Have an awareness of self (feelings) and social-emotional learning skills
- Practical friendship skills e.g. how to join/ leave a group; what do I say or do?
- SDERA (School Drug Education and Road Aware) 'organisation' or 'resource' for ALL school sectors of WA. Offers resources to teachers, students, parents similar to that of Protective Behaviours and resilience education, within their context
- Parent's perspective: talk with teacher and/or upline (never the 'bully' or parent); be persistent; keep records of incidents; report to teacher early asking for observation of your child; all for school policy on bullying/wellbeing; listen the child, allow think time for child to come up with a solution

## **Elevate Education: Practical Tips for Parents to Support Good Homework/Study at Home**

- What do 'top students' do?: Elevate researched and developed a program, 13 elements

Based on concerns/queries from those in attendance, the following points were addressed.

- Study planner: prioritise 'life' first e.g. tv, sport, work, hobbies. A 'happy and balanced' life = more effective study. Perhaps just call a 'weekly planner' or 'my week'.
- How much time should be spent homework/study? Set a task/outcome rather than a time; could schedule tasks for a week. Timetable needs to be editable and flexible.
- Motivation and clarity: important to make students aware of what is Uni/TAFE/apprenticeship. Make the goal visual. Referred to website [myfuture.wa.edu.au](http://myfuture.wa.edu.au)

- Study notes: student needs to engage with notes; do something with the notes, not just read (especially if they are someone else's notes). Make notes throughout the term; exam prep needs to be spent reading and using the notes.
- The most effective strategy for study just prior to exams is to do practice papers.

NOTE: Mazenod currently utilise the services of Elevate with certain year groups

Enc: PFFWA Annual Report, WA School Canteen Association, SDERA – to be itemised as Correspondence In.

*Information from floor:*

Tony asked Sharlene if there was one thing Mazenod P&F receive from forum – Sharlene advised Mazenod is already doing a lot of what was discussed at the forum especially with College community not just attending functions/meetings but truly being engaged with the College.

Siobhan advised Sue Ellery had stated whilst at the forum she would be listening to PFFWA – This was pleasing to hear as PFFWA is there to represent the parents and give the parents perspective, whereas Catholic Educations is there to represent the schools.

Siobhan further advised the two St Brigid students who where part of the forum and panel discussion were excellent and their answers to some questions was insightful for all present. Siobhan mentioned when questioned about cyberbullying – both girls (Head Girl and Boarding Head Girl) were adamant they would not be telling their parents about the cyberbullying, instead they would look to older siblings/peers or older siblings of their peers for advice and guidance.

Siobhan mentioned there were 125 people who attended PFFWA Conference Dinner with 21 nominations in the various categories. Also, four directors form Catholic Ed and one assistance director were also present at the dinner.

- **Funding request from Mazenod Hockey Club and Mazenod Basketball Club**

Due to lower profit from raffle than expected it was agreed by all present to discuss these funding requests at the next meeting, when total amount of available money is known for funding requests. P&F is still awaiting funding request list from College (besides assisting with new/replacement bus purchase)

**Upcoming events:**

- Raffle draw – Wednesday 20 June 2018
- [Next P&F Meeting: Tuesday 14 August 2018 at 7pm](#)

**Meeting closed: 7.58pm**