



MAZENOD COLLEGE

Parents & Friends - Minutes 14 August 2018

Meeting Opened: 07:02 pm

Apologies: Jeff Ronan, Siobhan Allen, Steph Bewick, Susi Purcell, Tony Checker, Shayla Strapps and Maria Pagotto

Present: Andrew Watson, Joel Nevin, Sue DuPont, Kelli Peters, Chris Richards-Scully, Norah Flanders (via teleconference) and Ann Bond

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

Minutes of previous meeting

- Minutes of Tuesday 12 June 2018:
 - Moved: Sue Du Pont
 - Seconded: Kelli Peters

Business arising from previous minutes:

- Basketball and Hockey club funding request to be discussed during general business.
- Sue raised query about raising P&F Levy as discussed at previous meetings. Ann advised Mazenod P&F Levy is currently \$60. Other schools have levies ranging from \$75 to \$120. Some of the schools stipulate due to there being no fundraising conducted by P&F and levy cost reflects this. If working on 700 families, then current revenue from P&F Levy is \$42,000. If levy increased to \$80, then revenue would be \$56,000 and if increased to \$100, then revenue would be \$70,000.
Joel explained to Norah about levy and what occurs with levy. Norah explained she just pays the school fees and doesn't really look at breakdown of fees. Norah felt boarding parents would be happy if levy was increased as it means they would be contributing to funding as boarding parents are not always available but happy to support fundraising events. This matter will be further discussed at next meeting, after 2018 raffle analysis has been presented.

Principal's report:

- Transit US Program for incoming Year 7 boarding students for 2019 is occurring. Pilot program being implemented alongside St Brigid's and Edmund Rice College, Bindoon. Program is a transition period for students, getting students to skype and talk with each other. A few weeks ago, incoming students attended a day camp and met their 2019 boarding buddies.
- In recent weeks we have been to Wongan Hills, Williams, Jurien and one other town to talk with parents. Also attended Cunderdin in the morning and Pingelly in the late afternoon/early evening to again meet with parents.
- D&T Building – opened a few weeks ago and going really well. This Thursday we have extended invitation to any boarding parents who will be picking up their boys for boarder's long weekend, to come over for a tour of the building.
- Waste Management (War on Waste series on ABC) – various councils within Perth now involved and school is looking to adopt same principles. Matter has been spoken about at Leadership Meeting and Leadership Team will investigate how to implement ideas throughout school, 4-5 week period for investigation and adoption, with view to launch program at start of Term 4. *Joel queried how parents could be involved; and where they fit into the*

- *program. Andrew advised this will part of ideas presented by Leadership Team.*
- MMD Day is tomorrow. This is the school's major fundraiser for the year. Currently have Fr Dileepa OMI here with us from Sri Lanka. Fr Dileepa was supplied one water purifier, at cost of \$16,000, this year. Fr Dileepa has advised purifier is a huge success and is already making a difference to so many people. It is wonderful to have Fr Dileepa here with us for the week.
- Athletics Carnival – third time lucky, but finally managed to hold carnival. Day went well and whilst Parent Café did not run; parents and grandparents who were present at carnival appreciated use of coffee machine.
- Grandparents Mass – was another huge success. Chapel was full, and it was a great event. Mass was again held at 8.10am, same as Mother's Day Mass, and all went well.
- Catholic Performing Arts – over half way through. Good results so far. Tonight, our Year 12 student, Brendan Cecich, is receiving an award for his artistic work in the Secondary category of the Angelico Art Exhibition.
- Boarding Leaders – Candice Betts advised the boarders are supporting the charity: **Share the Dignity**. This charity provides sanitary products for women, following St Eugene de Mazenod's values of respect and dignity. Janine Bishop is assisting with this support.
- Community Engagement is being led by Jennifer Chaplyn, who is an experienced facilitator in engagement, specialising in engaging schools and parents to engage with each other. We were hoping to originally hold a workshop on the Tuesday after the Boarder's long weekend, in order to engage with our boarding families, but timing is too rushed. Instead we hope to organise a workshop towards the end of term. At this stage it will probably be a day time session and whilst we are aware this could be an issue for some parents attending, we are hoping to gain interest from boarding parents who will be attending school to collect boys for term break.

Andrew then handed floor over to Chris Richards-Scully: Engagement & Marketing

Chris thanked members for welcoming him to the meeting. Chris gave presentation about what his role at Mazenod College involved:

- Main role is telling the Mazenod story, getting school's message out into the world
- Redefining the Mazenod brand – what it is, how it can be presented
- Having long, middle and short-term goals – looking at Open Day, Mazenodian and Year Book to name just a few items being looked at
- One of the key outcomes has been the increase in Facebook stories and likes on site. There has been an increase by 400 people within the first six months
- Trying to engage the community through communication means. Candice has also increased this communication within the boarding families
- We have had slight change to Open Day with digital screens around the school (which were well received), Lyn's tent where we were capturing people attending's information. Meant we were able to have a tentative figure of 490 people attending the Open Day (still missed a few people as not all come initially to main oval to park)
- Other things I have been involved in has been the building of more relationships with outside agencies. I have assisted the Basketball Club in obtaining services of Shawn Redhage to attend training sessions at school for club
- New website – has been ongoing development, aiming for parent interaction: especially boarding parents. Developing virtual tour of College on website
At this stage Chris gave members present a visual presentation of virtual tour being implemented onto college website
- Looking at a culture of media team (student body who are interested in telling their stories and video items for the website).
- I have been involved in taking the Video Reality Equipment to Matthew Gibney Primary School. This was a great success for both our boys and the students at primary school
- I have been involved in revamping displays for field days. Recently we had display, in conjunction with St Brigid's at Karratha. We also had radio ads before the field day in Karratha (and thanks to Louise Bell and Beth Parkinson for playing the 'mums' on the ad). Even had one lady come up to see display and advise us she had heard ad and wanted to see what school was about. Plans to have other 'ads' for other Field Days being attended by school

- Finally, have been involved in 360-degree virtual tour of College. People can put on goggles and immerse themselves in boarding house and other parts of the college.
- I have enjoyed my first six months and look forward to the next.

President's report:

Everything is going well. Nothing new to report.

Treasurer's report: presented by Joel in Susi's absent

Bank Balance brought forward as at 12 June 2018	\$ 43,037.09
<u>Plus</u>	
Deposits (Raffle \$240.00)	<u>\$ 240.00</u>
<u>Less</u>	
P&F Federation \$100-Conference	\$ 100.00
Cheques not yet presented (3 rd prize Raffle \$300)	\$ 300.00
Provisions for Budgeted Items	<u>\$ 29,380.50</u>
	\$ 29,780.50
Cash Book Balance as at 14 August 2018	<u>\$ 13,496.59</u>
Bank account balance as at 14 August 2018	<u>\$ 43,177.09</u>

Cheques to be written as this meeting for:

Nil \$ 0.00

NOTES:

General P&F ledger balance	-\$ 2,592.72
Provision for budgeted items 2016	
Backboards for gym	\$ 1,000.00
Provision for budgeted items 2017	
Items listed below:	\$28,380.50

\$ 25,000 -may be spent on bus	towards upgrade of school bus drop-off/pick-up
\$ 380.50 -2 purchased & paid for	purchasing of 3 C Pen readers (1 still to be purchased)
\$ 3,000 -boarding house gardens	assist with purchasing raised garden beds, etc

Cheques to be presented: \$ 300.00

Budgeted items summary 2017: \$28,380.50

Bus Area	\$ 28,000.00
C Pen x 1	\$ 380.50
Garden Beds outside Boarding	\$ 3,000.00

Raffle Prize Total \$6900.00

1 st prize	\$5000.00 paid EFT/ledger
2 nd prize (2 x \$500)	\$1000.00 paid EFT/ledger
3 rd prize (3 x \$300)	\$ 300.00 paid EFT/ledger
	\$ 300.00 donated to P&F
	\$ 300.00 paid by cheque – not yet presented

Account balance less Provision for budgeted items

\$43,177.09 less \$29,380.50 less \$300 TOTAL: \$13,496.59

Note:

Joel advised we will owe school \$2592.72 at end of year. This is due to some of the raffle prizes being paid via Eftpos from P&F money held at school and via cheque

Still have Query about 2016 Backboard funding outstanding. Jeff is following this up.

Query in regards to money set aside towards bus purchase: is purchase still going ahead? To be further discussed in general business.

Mazza Mums

- Term 3 is our quiet term
- 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). We will be liaising with Lyn in regards to contacting Yr 11 Parents to help with Yr 12 Assembly. This has been the tradition in past years. Also happy to have any other parents who are able to assist for this event.

Correspondence in:

- Receipt for members attending PFFWA Conference

Correspondence out:

- Nil

General business

- **Maria Pagotto – Cookbooks**

Joel advised Maria had contacted her in regards to school still holding 340 cookbooks. Maria concerned about number of books remaining. Short discussion amongst members confirmed committee had discussed issue and had agreed for P&F to absorb cost and for school to use cookbooks as they wished, i.e. as gifts, at open day/field days etc. This was confirmed from minutes from February meeting, as follows:

As per minutes from Tuesday 6 February 2018 meeting:

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.

- **Plenary Council**

Joel inquired with Andrew for update in regards to Plenary Council. Andrew advised at Leaders Forum, Monday fortnight ago, John Keogh had presented Faith Immersion and how to implement Plenary Council objectives. Will be first delivered to boys and then to Parents.

Joel queried if John could attend meeting to discuss/present ideas to P&F members. Andrew will liaise with John to see if he is able to attend September meeting.

- **2018 Raffle - Final review & analysis**

Due to Tony's absence, item to be deferred till next meeting.

- **P&F Constitution**

Due to Tony's absence, item to be deferred till next meeting.

Joel gave general information as P&F had never had a formalised constitution before. Further investigation still needed, as P&F not an incorporated body, therefore should only have a Chapter which would define roles and meeting structure. Still envisage having document ready for presentation at next meeting in order for approval from School and Board, in order for Chapter to be adopted at AGM in November.

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

As per meeting held 8 May 2018, funding requests from Hockey & Basketball clubs were received: Hockey Club - \$1,500 to assist with Pilot Program to book training sessions for teams on turf ovals (10 bookings at \$150 each)

Basketball Club - \$1,600 to assist with purchase of 40 new singlets at cost of \$40 each, to replace old/damaged singlets.

- **Funding requests from College (as presented by Andrew)**

Michael King - Digital Technology

Would like to get involved in the FIRST LEGO League which will test students' programming and critical skills. Several students are interested in Robotics and this is perfect opportunity for them to further develop their skills. Benefits for students will be the opportunity for them to see their programming come to life. This year's theme is "Into Orbit". More information can be found at <https://firstaustralia.org/programs/first-lego-league/>

Requesting funding of **\$400** for registration to FIRST LEGO League and **\$499.99** for purchase of LEGO Kit

Penny Worthington - Library

Library would like equipment to facilitate Friday lunchtime workshops. Sessions where students can work individually or collaboratively to create small projects or challenges which interest them. Library will facilitate weekly or fortnightly sessions to encourage creativity, tinkering and experimental learning. Projects will involve technology and/or craft using LittleBits Droid (modular electronics that snap together with magnets) and Makey Makey (electronic invention tool that allows users to connect everyday objects to computer programs) technologies. Benefits for students will be challenges will encourage creative tinkering and experimental learning, develop literacy, fine motor skills, concentration, perseverance and collaborative discussion as well as introducing students to new skills. Kits can be used over and over and also utilised by other departments.

Requesting funding of **\$1,300** for LittleBits (\$750)/Makey Makey \$250 and craft supplies.

Jo McNally – Education Support

Requesting further funding to purchase 3 more C pens for use by students who have Specific Learning Disorders in Reading. These pens benefit the students who use them by assisting with their school work. An ATAR student used a C Pen in his exams and reported it made a big difference for his exam experience.

Funding request of **\$1,000** to purchase three more pens.

Tim Grabski/Dave Devon/Chris Mason – Health & Physical Education/Sport/Outdoor Education

1. Fitted Trailer: a trailer that is/can be fitted with bike racks for transporting bikes. This will enable outdoor education classes to transport the bikes to local tracks during class time and for expeditions.
Funding request of **\$4,000**
2. Barrier Netting behind soccer goals on lower oval (both ends). This will assist in the stoppage of balls consistently being kicked over school fence during lunchtime, PE and school soccer games.
Funding request of **\$8,000** (30m x 8m x 2: \$4,000 each).
3. Perspex Basketball Backboards and rings. Funding request to replace current wooden backboards and ring with Perspex and new spring rings. This will improve quality of basketball facility for use in HPE, school sport and club sport.
Funding request of **\$4,500**
4. New Marquees with house names/logos x 6 and Mazenod emblem/logo x1. For use at carnivals, school events etc.
Funding request of **\$12,600** (\$1,800 each)
5. Low ropes/Nature play area (in bushland behind boarding house). Samples of various styles and sizes provided for viewing by P&F members. This area would benefit ODE, team building and peer support benefits.
Funding request of **\$5,000 to \$15,000 or more depending on size and type.**

Ralph Bradstreet – OSH

Requesting large digital display showing UV index in real time which is bolted to the side of one of the school buildings. UV index information from display can also be displayed on every laptop task bar. Benefit will be the education of students of skin cancer through awareness of UV index. Funding request of **\$3,600** for display unit (order time is three months due to demand of units).

Purchase of School Bus update – from Andrew

Andrew advised he recently had a meeting with Jeff and Eric. School is going to carry out further investigations into figures of use over last twelve months when school has booked buses for excursions and other events. Need to look at overall figures regarding benefits of cost of purchase of a bus against hiring buses. School would need approximately \$200,000 for a 35-seater or \$150,000 for a 27-seater. Currently have two ex-staff members, Geoff Stallard and Butch Worth, who volunteer their time to drive current buses. Definitely need to look at replacing oldest bus, which is 25 years old. Andrew advised information of figures for last twelve months should be available at next meeting.

Prior to discussion amongst members present in regards to granting funding, Sue queried about the cricket netting being replaced. (This matter has been raised in previous meetings). Andrew advised the upgrade to the cricket netting area would be funded by the school and hopefully should commence soon, as not only does netting need fixing/replacing but grass down side of concrete sides has disappeared.

A general discussion then took place in regards to what items the P&F would be able to grant. Joel advised P&F currently only had \$13,000 available for funding. Still waiting for P&F Levy from school fees for 2018 to be allocated to P&F funds. This money (minimum amount of \$40,000) should be available to P&F to allocate to funding requests by next meeting.

Items noted during this discussion:







C Pens – Treasurer's report still showing \$380.50 set aside from 2017 funding, as P&F have only paid for 2 C Pens purchased by Education Support. Andrew advised 3 pens had been purchased and school had paid for one of the purchases. Therefore, if funding to Education Support granted this evening, P&F already has funds towards one of the C Pens.

Need to confirm with Support Department about backboard Perspex replacement as members present believe P&F had already agreed to funding for this request.

Low rope/Nature Play area – Andrew advised this idea requires further investigation and work, especially as to location of play area in regards to where new gym will be built. Do not want to have an area which is not easily accessible to all students.

UV Display Board – Andrew advised school can look further into this information being displayed on school laptops and school website and linked to students splash page.

After discussion it was agreed by members present to fund the following requests with available current funds (other items will be further discussed once P&F Levy has been received by P&F):

-  **\$1,500** Hockey Club – Pilot Program for turf booking for training for teams
-  **\$1,600** Basketball Club – to assist with purchase of 40 new singlets for team members
-  **\$1,000** Digital Technology – as per request
-  **\$1,300** Library – as per request
-  **\$1,000** Education Support – as per request (with \$380.75 of this money already set aside as per 2017 funding requests)
-  **\$4,000** PE/Outdoor Ed – to assist with trailer purchase to transport bicycles.

Andrew suggested at next meeting if members could be present from 6.30pm, then members could be provided a tour of the new D&T building. All members present agreed to idea. Tour to be promoted in newsletter.

Upcoming events:

- [Next P&F Meeting: Tuesday 11 September 2018 at 7pm](#)

Meeting closed: 8.24 pm