



MAZENOD COLLEGE

Parents & Friends - Minutes 16 October 2018

Meeting Opened: 07:04 pm

Present: Andrew Watson, Joel Nevin, Shayla Strapps, Tony Checker, Susi Purcell, Kelli Peters, Jeff Ronan, Siobhan Allen, Sharelene Willock, Hugo Van Niekerk, Norah Flanders (via teleconference) and Ann Bond

Apologies: Sue DuPont, Maria Pagotto, Tony Perkins and Steph Bewick

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

Minutes of previous meeting

- Minutes of Tuesday 11 September 2018:
 - Moved: Joel Nevin
 - Seconded: Tony Checker

Business arising from previous minutes:

- Most points to be covered in Presidents and Treasurer's reports.
- Apologies noted from Sharlene Willock for both August and September meetings

Principal's report:

- Report mainly covers Yr. 12 final school events
- Yr. 12 events – last day of term 3 Mazenod Od Boys footy match, senior boys vs MOB's, preceded by MOB Farewell BBQ to Yr. 12's
- Yr. 12 Boarding Dinner, held during last week of Term 3: great night with boys receiving parting gifts
- Yr. 12 Drama Showcase – again a great night, highlighting original pieces from the Yr. 12 students
- Yr. 8 Camp Day has been held at Bickley Reserve for leadership and development for the boys
- Last day of Term 3 saw the Boarding Parent Forum focusing on parent engagement
- At the final school assembly in Term 3 we recognised Thomas Chan for 27 years at the school and 30 years of Catholic Education. We farewell Richard KostECKI who is on long service leave during Term 4 and moving to Aquinas College in 2019 to be head of HaSS department
- At the assembly we also recognized the education achievements of the boys
- During the school holidays we had 6 boys and 2 staff members involved in the Sri Lanka immersion (this is the second one for the year). The boys were able to witness first-hand the water purifier we had raised money for in action. Through MMD day we have been able to further provide financial assistance to the Mission Oblates to purchase another 60 water purifiers. This was a very successful immersion
- Yr. 12 Mock Exams have been successful and I must pay tribute to the teachers who have given up their time for marking, extra tutorials and being available for the boys.
- At the moment the Yr. 12 General Course boys are on workplace learning experience and ATAR students returned to school yesterday
- On Friday we have the Yr. 12 Breakfast, followed by the Farewell Assembly and morning tea. The boys then have their final Mass and Farewell Dinner
- At the beginning of the term we held a staff day, focusing on Plenary Council and Education Programs ~ learning the needs of our students
- This week we finalised and announced Prefects for 2019, with lots of input from the College Community

President's report:

Great to have Hugo here tonight, helping with video link-up. Hopefully the link-up will be successful and will encourage those who can't physically attend meetings to become more actively involved in the P&F.

Need to start planning for AGM. Need to consider who might like to take up Executive Positions. Will place notice in newsletter about AGM and brief description of each role.

As 2019 will be my final year at Mazenod, I won't be re-nominating.

Treasurer's report:

Bank Balance brought forward as at 11 September 2018	\$ 86,497.09
<u>Plus</u>	
Deposits	<u>\$ 0.00</u>
<u>Less</u>	
Expenses	\$ 0.00
Cheques not yet presented (3 rd prize Raffle \$300)	\$ 300.00
Provisions for Budgeted Items (2017-\$28,000 & 2018-\$64,400)	<u>\$ 67,400.00</u>
	\$ 67,700.00
 Cash Book Balance as at 16 October 2018	 <u>\$ 18,797.09</u>
Bank account balance as at 16 October 2018	<u>\$ 86,497.09</u>
 Cheques to be written as this meeting for:	
Nil	<u>\$ 0.00</u>

NOTES:

General P&F ledger balance	-\$ 2,592.72
Provision for budgeted items 2017	
Items listed below:	\$ 3,000.00
\$ 3,000 - boarding house gardens	assist with purchasing raised garden beds, etc

Cheques to be presented: \$ 300.00

Provision for budgeted items 2018

Items listed below:	\$64,400.00
\$1,500	Cricket Club – to assist with training and game balls
\$1,000	Digital Technology – Lego Robotics purchase & registration fee
\$1,000	Education support – purchase 3 x C Pens
\$1,300	Library – Maker/Craft Supplies for Friday workshops
\$4,000	PE/Outdoor Ed – assist with trailer purchase to transport bicycles
\$12,600	Completion of cricket nets/new marquees
\$8,000	Barrier netting behind soccer goals on lower oval
\$35,000	towards bus (\$25,000 carried over 2017 + \$10,000 from 2018)

Account balance less Provision for budgeted items

\$86,497.09 less \$67,400.00 less \$300 TOTAL: \$18,797.09

Ledger Amount:

(97 raffle payments at \$40 = \$3,880 less raffle payouts -\$6,600 = \$2720 owing)

Mazza Mums

- Farewell Assembly morning tea this Friday. We have had a great response for food donations and helpers.
- After this event will just have the Year 7 Orientation afternoon tea on 23 November.

Correspondence in:

- Thank-you email from Penny Worthington, Mazenod Library for funding

Correspondence out:

- Nil

General business (Norah Flanders joined meeting via tele-conference)

- **P&F Levy**

As discussed and agreed in principle at last meeting, Andrew advised Leadership Team had spoken about P&F request to increase levy to \$100 with no fund raising and Leadership Team did not have an issue with increase.

Joel requested levy be shown as separate item on Fee Schedule. New school policy for CECWA schools' states levy must be itemised. Siobhan advised Mazenod may be exempt from this policy due to being part of the Oblate order.

Joel proposed motion to members present to increase P&F Levy to \$100 per year and to have levy listed as separate item on school fees. All members present agreed to this proposal.

***Increase in P&F Levy to \$100/year: Proposed by Joel Nevin
Seconded by all other members present.***

- **P&F Terms of Reference**

Tony advised he had forwarded draft copy of Term of Reference to members. Copy had been checked over by Shayla.

Tony presented overview of terms with reference to the three main objects of the committee.

A general discussion amongst floor then occurred in which numerous items were queried. Tony collated all suggestions, including those from Tony Perkins via email.

Tony will amend/alter draft copy and forward it to members for feedback.

- **Funding requests from August Meeting**

PE Department has advised Andrew after September meeting cricket net area is in urgent need of mending/upgrading.

PE Department has requested if P&F could consider altering funding request agreed to at September meeting for \$12,600 for new marquees, instead for this funding to be put towards cost of repairs.

Andrew advised cricket nets will need to last another 4 to 5 years (as new sport's centre in long term plan). Nets are currently used by school/boarders students and cricket clubs.

Repairs/upgrade includes new wire netting, artificial turf and new concreting around area.

Total costs of repairs and upgrade is \$15,000.

Members present all agreed to defer marquee purchases in favour of cricket net upgrade/repairs.

Further discussion took place in regards to supplying all of money for upgrade/repairs.

P&F currently holding \$18,000 of which \$5,000 to be held towards Welcome BBQ, \$3,000 towards Affiliation fees for 2019 and \$3,000 owed for ledger. Therefore still \$7,000 available for funding requests.

All members present agreed extra \$2,400 required to bring total funding for cricket upgrade to \$15,000 be sourced from this \$7,000.

Purchase of School Bus update – from Andrew

Andrew advised he had final meeting with Eric on Thursday in regards to bus purchase. Currently there are two preferred options and will provide advice on final decision at next meeting.

Still looking at either 28 or 30 seater bus. Jeff has been working with Eric in regards: use of private bus services vs ex members (i.e. Butch Worth and others) driving own bus.

Funding as agreed from last meeting (that is an additional \$10,000 funding from this year and \$25,000 from last year) to be held pending final decision on which bus school to purchase

Andrew advised approximately \$150,000 for 28 seater and \$155,000 for 32 seater.

- **IT Information – Hugo Van Niekerk**

As Hugo was present at meeting, Joel asked if he could speak to members present about recent spam emails families have been receiving.

Hugo advised school system had not been breached. School has set up an Incident Team, comprising of Andrew, Jeff, Theresa and Chris, to oversee this matter. Incident Team is collating data and preparing time line as school has engaged outside agencies, Acorn, for assistance.

Hugo requested if families receive spam email to follow his guidelines, if possible, and forward email address from where spam email had originated. Hugo advised he is able to track where email address has originated from.

Hugo further advised entire Catholic School system had been targeted. To date 222 parents from Mazenod have been affected.

Jeff mentioned when forwarding group email list, to bcc email, this stops email address from being obtained.

- **Other general business**

Brief discussion again in regards to all positions becoming vacant at AGM. In 2 weeks' time brief description of positions to be placed in newsletter. Joel confirmed again she would not be re-nominating. Joel inquired with Andrew to promote AGM in his newsletter report.

Jeff has requested dates for meeting and Welcome BBQ. Tony will liaise with Jeff for this information.

Siobhan advised this was possibly her last attendance at a meeting, though she hopes to make AGM and will still be available for any queries or Federation presentations. Siobhan provided members with a template Federation has been working on in regards to how to have different groups in schools come together, template was left to be handed to 2019 Committee.

Volunteer Thank You – Andrew advised this would be open to all volunteers this year and will be held on Thursday 15 November for one to two hours with drinks and nibbles.

Upcoming events:

- [Mazenod AGM: Tuesday 13 November 2018 at 7pm](#)
- [Mazza Mum afternoon tea Year 7 Orientation on Friday 23 November 2018](#)

Meeting closed: 8.25 pm