

# Parents Association Meeting – Minutes



<b>Meeting Date</b>	12 September 2023	<b>Meeting Location</b>	Mazenod College Board Room
<b>Meeting Opened</b>	7:08pm	<b>Opening Prayer</b>	Sue D
<b>Attendees</b>			
<b>College Representatives</b>	Simon Harvey, Jeff Ronan, Brett Scarey		
<b>Parents Association Executive</b>	Daniela T (President), Christie vdB (Vice President), Dan W (Treasurer), Sarah A (Secretary) Belinda V (Mazza Mums)		
<b>Parent Representatives</b>	Sue D, Rachel G, Tafirenyika R, Daniel T, Larisa T		
<b>Apologies:</b>	Tony P		
<b>Minutes of previous meeting</b>	Moved:	Christie vdB	
<b>Date: 09 August 2022</b>	Seconded	Brett Scarey	

## Actions arising from previous meeting:

No.	Description of Action	Person(s) Responsible	Status
1	<p>Include link to funding form in Newsletter in the Parent Association tab.</p> <ul style="list-style-type: none"> <li>- Belinda to send photos of the afternoon tea to Brett, Brett will take photos of other events</li> </ul>	Brett x 1 Belinda	
	<p><i>Update: School Website - Parents Association tab on website is available to promote work of the Parents Association.</i></p> <p><b>Action: Photo of new committee to be provided.</b></p>		
2	<p>Liaise with the college leadership team to clarify the process to apply for PA funds</p>	Simon/Daniel	
	<p><i>Update: Grant application process – Treasurer (Dan W) to see the invoices before the meeting to support efficacy of process during meetings. Mr Harvey suggested requests be sent to committee prior to meeting so there is time to consider the detail of applications prior to meeting.</i></p> <p><b>Action: Monitor as new applications are made</b></p>		
3	<p>Review grant form to make any further changes as required</p>	Daniela	Ongoing – subject to the revised terms of reference (see discussion below)
	<p><i>Changes to grant form – on hold until governance discussion has been completed</i></p> <p><b>Action: Hold over</b></p>		
4	<p>Ask Teresa Bulich to provide an exact quote for preferred tennis table. Teresa is happy to purchase the \$2839.10 table and has sent an email requested whether 2 of these tables might be purchased as Y11 and Y12 students would be using these tables on a rotation basis.</p>	Rachel	Inspection at other schools to take place by Jeff/Teresa
	<p><i>Update: The college is going ahead with the purchase of 1 table and monitoring use to inform future purchase.</i></p> <p><b>Action: College to supply invoice when finalised.</b></p>		

5	Tony expressed concerns about some of the steps in the school and disability access to the staged gym	Simon	
	<i>Update: Risk and Finance committees to address concern</i> <b>Action: Referred to College (Resolved)</b>		
6	Fr Bill raised the concern that the bus stop is looking sad	Simon	
	<i>Update: Maintenance committee to address</i> <b>Action: Referred to College (Resolved)</b>		
7	Reconciliation Action Plan – Check whether there is a request for support	Simon/Jeff	
	<i>Update: Reconciliation Action Plan – Discussion of College level RAP. Discussion of whether college currently has a RAP. Daniela suggested college to consider its use/application going forward.</i> <b>Action: Referred to College (Resolved)</b>		
8	Brett to check with IT if we could have a contact email on our section of the college website. Brett will arrange for IT to link address to Rachel and other office bearers	Brett	
	<i>Update: Communication channels to be reactivated. Committee members to supply email address for forwarding purposes to support clearer communication with PA going forward.</i> <b>Action: Email addresses to be provided to College</b>		

### Principal's Report – (As per AGM held on 12 September 2023)

#### President's Welcome (Daniela) –

Daniela welcomed the new Executive Committee and all attendees, thanked them for their attendance and encouraged new attendees to return. She acknowledged that supporting the Parents Association was a great opportunity to reinforce the work of the College and support outcomes for the students.

Daniela thanked Rachel for her time as President and contribution to both the Parents Association and the College.

#### Treasurer's Report (Dan) -

Available - \$226,436.80

Committed – 2Approx. \$50k. to various grant requests yet to be finalised.

Shade sail project to be revisited early next year – funding to be held over.

Dan highlighted that there were some outstanding items from the Parents Association's approved list. It was resolved that, given the passage of time, these items should be deemed as either completed or not going ahead.

#### Correspondence

##### IN

- Nil

##### OUT

- Nil

#### Other upcoming College events:

Friday 20 October 2023 – Year 12 Farewell Assembly

Saturday 21 October - Year 12 Valedictory Mass and Dinner

Friday 27 October – Sportsman’s Dinner

Friday 10 November – Volunteers Sundowner

Friday 24 November – Orientation Day

### **PA Grant Applications:**

- Two grant applications received by Mr Harvey:
  1. Arts Department – Application for lighting equipment for upcoming Art Exhibition – Cost [\$1,400] – **Approved.**
  2. Prof. Raschella – Application for:
    - new pasta machines – Cost [\$400] – **Approved;** and
    - pasta-making workshop (incursion) – Referred to the College – Action: Mr Harvey to follow up.

### **Feedback from Parents Association student collaborative meeting (Christie)**

Thanks to Mr Anderson and the 11 young men who attended the workshop held on 28 July at lunchtime and rolled into period 5. They all actively participated in a respectful way, and many went to great lengths to get thoughts and ideas from their year groups, including conducting surveys, speaking to form leaders and classes, etc.

There were a large number of suggestions presented, ranging from infrastructure and maintenance requests through to learning opportunities and ‘fun’/leisure suggestions. All their suggestions have been noted below, to ensure they have been captured, including those that may not be relevant for the PA, but also so the school leadership can be aware of items raised of concern and interest for the boys. It has largely been captured ‘in their words’.

I concluded by assuring the representatives that I would present their suggestions to the next Parents’ Association meeting, and that I would keep them apprised of any further developments/decisions, so they can see the outcomes from their participation and involvement. I advised them that there may be further opportunities for involvement, either through the PA for those that are relevant and fit the PA criteria, or through the school, for the other ideas.

Discussion of the College exploring the suggestions of the students further to determine what would fall under their jurisdiction as opposed to funding opportunities by the Parents Association.

**Action: Christie to provide Mr Harvey with a summary of the discussion for consideration.**

### **2024 Association Levy – currently \$100 per family**

#### **Mazza Mums Update:**

Belinda will again be undertaking the role of coordinating Mazza Mums in 2024. A volunteer is being sought to shadow Belinda for 2024. They will then take on the role in 2025.

#### **General Business**

NIL

Meeting closed 8:16pm