

Parents Association General Meeting – Minutes



Meeting Date	16 September 2025	Meeting Location	Mazenod College Board Room
Attendees			
College Representatives	Beau Hemley, Assistant Deputy Principal Administration (on behalf of Simon Harvey, Principal) Fr Michael Twigg OMI, Rector Brett Scarey, Community Relations and Marketing Manager		
PA Executive Committee	Daniela Tonon, President Meegan Mirco, Vice President Sarah Adams, Secretary		
PA Representatives	Sarah Keough, Coordinator – Mazenod Helping Hands		
Parents/Guardians	Dan Watson, Daniel Tonon		
Guests	Lauren Johnson, Helen Botica		
Apologies	Simon Harvey, Wes Bancroft		

Meeting opened: 7:20pm

1. Welcome & Introductions

2. Minutes of previous meeting held on Tuesday 13 May 2025

Moved – Beau Hemley

Seconded – Brett Scarey

3. Reports & Updates

- Reports – Principal/President/Treasurer – Refer to AGM (16 September 2025)
- Update – Mazenod Helping Hands (MHH) – Sarah Keough, Coordinator
 - Sarah raised that due to changes in personal circumstances, there would be barriers to her role in the Coordinator role impacting collection of food etc.
 - Sarah suggested there may be usefulness in creating a small sub-committee to support the MHH group and support processes moving forward.
 - Sarah expressed her commitment to the MHH group and enthusiasm for supporting the growth and development of the initiative within the College.
 - The College Chef at the Boarding House will assist with the Year 12 leaving celebrations to support the work of MHH.
 - President Daniela, and Vice President Meegan have volunteered to provide additional support at upcoming events.
 - Call out to the broader school community, seeking volunteers for upcoming events, has been shared by the College.
 - Lauren Johnson raised that she could be contacted for student support to assist at events due to its strong alignment with their class curriculum. Lauren added that the College has recently received a 20K grant for the Community Kitchen which will be allocated to appliances. These spaces may assist for events.

4. PA Grant Funding approved since previous meeting

- PA Circular Resolution # 3, 2025 – Passed 13 June 2025
 - Applicant: Melissa Giumelli, Chapel Flowers Coordinator
 - Grant application received by the PA: 6 June 2025
 - Grant Amount: \$950.00 (inc. GST)
 - Grant Purpose: Purchase of artificial flowers for the Chapel
- PA Circular Resolution # 4, 2025 – Passed 2 July 2025
 - Applicant: Simon Hayward, Aboriginal Education Program Coordinator
 - Grant Application Received by the PA: 26 June 2025
 - Grant Amount: \$1,732.50 (inc. GST)
 - Grant Purpose: Purchase of Indigenous Program Shirts for NAIDOC Week

5. Update from College Walk held on 2 July 2025 – PA Funding Initiatives

Please see report entitled “PA Funding Initiatives” as at September 2025.

- Summary of PA Initiatives
 - Year 11 Lockers – Senior Block – \$61,825.00 (exc. GST)
 - Walkway Coverage - near the Library, Old DNT and Year 7/8 Blocks (Cost TBC)
 - Yarning Circle – Cost TBC – *See Item # 6 below*
 - Sustainability Garden – \$13,272.96 (inc. GST) – *See Item # 6 below*
 - Poster/Art displays to be installed on 6 x pillars in the Quadrangle (Cost TBC)
 - Gazebo/table type structures – near PAC Garden Beds (Cost TBC)
 - Upgrade of Pathway from Oblate Hall to Rear Carpark for Students/Staff/Visitors (Cost TBC)
 - Upgrade/Replacement of Structure in Rear Carpark for Students (Cost TBC)
- PA Funding Request
 - Supply and installation of split system air conditioning in PAC and Science Labs – \$57,150.00 (exc. GST)

Action: Brett Scarey to explore options for display frames in the quadrangle and report back at a future meeting.

6. PA Grant Applications for consideration:

Date	Applicant	Purpose	Amount
25.06.2025	David Walczak, Health and Physical Education Teacher (Outdoor Education), Health & Physical Education Department	Bike Trailer for Outdoor Education: <ul style="list-style-type: none">• 1x 28 – Shingleback Bike Trailer• 1x freight	<ul style="list-style-type: none">• \$21,200• \$6,125 Total: \$27,325.00 (inc. GST)
<ul style="list-style-type: none">• Temporarily withdrawn, to be resubmitted for a future meeting			

Date	Applicant	Purpose	Amount
30.06.2025 (Received 13.08.2025)	Fr Michael Twigg OMI, Rector	Year 13 Initiative (for 2025)	\$3,800.00 (inc. GST)
<ul style="list-style-type: none"> • Grant Approved – Request for updated budget for 2026 for Parents Association consideration for future funding. • Action: Fr Twigg to provide budget at future meeting once number of participants is reviewed. 			
05.08.2025	Lauren Johnson, VET/WPL Coordinator & Simon Hayward, Aboriginal Education Program Coordinator	Yarning Circle	<i>Approx. \$30,000 to \$40,000 – subject to quote from Yarning Circle WA</i>
<p>The amount of \$60,000.00 (inc. GST) was requested for the Yarning Circle. Whilst the grant application originally estimated \$30K-\$40K, the amount of \$60K was confirmed upon receipt of a quote from Yarning Circle WA dated 16/09/2025.</p> <p>Lauren outlined the aim of the initiative to develop a Yarning Circle for the whole-school community, with emphasis on the inclusion and wellbeing of Indigenous students however an important site for all students at the College. It will be located between the College and the Boarding house, alongside the Community Garden. This location allows for the college to be connected through the creation of this space. The College has consulted with Josh McGuire, a local Elder regarding the construction of the space. The College has, to date, received \$5,500 from PALS. The plan includes six totem poles that represent the six Noongar seasons, with awareness for other cultural groups that are represented within the College's Indigenous students. This is surrounded by bush tucker plants. Discussion of College planned contribution, long-term maintenance, ongoing use and benefit to all students.</p> <p>The PA requested that Lauren seek from Yarning Circle WA an itemised quote to enable the PA and the College to properly understand how these costs were calculated – and to work out whether certain components could be staged.</p> <p>Discussion of likelihood of PA contribution – to be combined with two other significant projects (See below).</p> <p>Brett suggested reaching out to Bendigo Bank and City of Kalamunda for relevant grants.</p>			
21.08.2025	Helen Botica, Education Assistant, Community Engagement Committee	Sustainability Garden	\$13,272.96 (inc. GST)
<p>Helen outlined the details of the garden, including kitchen garden, sensory area for wellbeing, flowers for the chapel and a screen for the gas tank which is being sourced from a Mazenod Old Boy.</p> <p>The College has received its Waste Sorted accreditation again, the community garden aligns with the school's commitment to sustainability in this regard. The students will be involved in different elements of installation such as the Corten screen and benches. The grant will cover purchase of materials.</p> <ul style="list-style-type: none"> • Grant Approved 			

Date	Applicant	Purpose	Amount
<p>The PA discussed all of the funding initiatives (in particular, the Year 11 Lockers), the supply and installation of split system air conditioning in the PAC and Science Labs. It was also acknowledged that some projects are yet to be costed (eg. Walkway Coverage).</p> <p>The PA approved, in principle, the total sum of \$100,000.00 as a PA contribution towards the following three (3) initiatives, subject to College approval to meet the balance of costs:</p> <ol style="list-style-type: none"> 1. Year 11 Lockers (Cost based on 1 x quote = \$61,825.00 exc. GST); 2. Supply and installation of split system air conditioning in the PAC and Science Labs (Cost based on 1 x quote = \$57,150.00 exc. GST; and 3. Yarning Circle (Cost based on quote from Yarning Circle WA = \$60K inc. GST). <p>In addition to seeking an itemised quote for the Yarning Circle, it was also suggested that the College should seek second quotes for the proposed costs for the Year 11 Lockers and the Split System Air Conditioning (to compare with similar provider/s prior to purchase).</p> <p>If the College decides to proceed with all three projects – it is intended that they would all be completed in time for the start of Term 1, 2026.</p>			

7. Other business

Nil

8. Next meeting

- General Meeting: 6.30pm, Tuesday 11 November 2025

Meeting Closed: 8:45pm