

**THE CATHEDRAL COLLEGE PARENTS & FRIENDS ASSOCIATION
GENERAL MEETING MINUTES
Wednesday 19 April 2017 @ 5.30PM**

EXECUTIVE

President: Marianne Williams
Vice-President: Catherine Weaver
Secretary: Jacqui Sheehan
Treasurer: Jody Hollett

ATTENDEES

Marianne Williams
Jacqui Sheehan
Jody Hollett
Catherine Weaver
Claire Stitt
Karen Westgarth
Anna Harding
Elise Wadsworth
Gabriela Vicent
Fiona Clerc
James Sheehan

APOLOGIES

Mandy Rankin

WELCOME

Marianne Williams

PRAYER & REFLECTION

Claire Stitt

MINUTES OF PREVIOUS MEETING



14.03.17 TCC P&F
Minutes.docx

Moved: Catherine Weaver
Seconded: Fiona Clerc

ACTIONS / BUSINESS ARISING FROM MINUTES

- Current** Meeting attendance
Marianne to follow up to get Board Member to attend meeting
- Current** P&F Budget
Assessment to be conducted of exactly what musical instruments are required & also to discuss with Rob further ideas & bring suggestions to next meeting (Claire Stitt)
- Current** P&F Budget
P&F budget to be prepared (Jody Hollett)

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- Current** P&F Budget
Advertise that Funding Projects to be focus for next meeting – Skoolbag, College News, P&F email (Claire Stitt & Jacqui Sheehan)
- Current** Uniform shop – Track pants
Investigate further (re music) and who track pants are actually available for (Claire Stitt)

Incoming Correspondence

- Catholic Federation of Parent & Friends of Catholic Schools – chasing contact details of P&F & asking if they could attend a meeting some time during the year (Confirmed)
- Letter of response from mother regarding denial of P&F providing funds to son for ongoing sporting expenses of a personal nature

Treasurer's Report

- We don't receive bank statements –online only
- Jody to do application to access online accounts
- Only withdrawal since last meeting \$200 on 13/03/17
- Balance as at 19/04/17 \$89,064.15
- Cheque for levy to be sent to P&F Federation - \$7,181.85

Board Representative

Nil

Principal's Report

- Rob is doing another term at CEO Acting Assistant to Director for Rockhampton schools – Claire is Acting Principal again for this term (Rob will be on site less this time due to school visits)
- Pupil free day yesterday – given to secondary teaching staff for year 9s downwards for the new senior exit – Villanova came to talk about what they learnt in Victoria – external exams – really good day – joined with Emmaus for morning & came back to TCC for afternoon session
- Parent teacher interviews last night – also good turn out (Feedback received at meeting: wording of interview required / not required sounded a little like didn't want them to go; some left too late to book & were locked out; maybe use different terminology)
- 10 students attended Movers & Shakers – quite an eventful time due to cyclone & subsequent flooding – had to go to Gladstone to fly out to Brisbane – coming back their flight was cancelled to Gladstone & there were no flights to Rockhampton until Easter Monday (Were flown to Emerald – van driven to Emerald and car also hired to get them back – got back Thursday before Easter)
- Footloose – rehearsals underway – Shows 26 & 27 May @ Pilbeam Theatre
- School Review & Improvement – Surveys to include questions about communications & how we communicate to parents – please complete them once issued as the more feedback received the more accurate the results and the better the school can plan for the future
- Building project nearly finished – looking really good

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Ongoing Projects Nil

New Business

P&F Conference (Karen Westgarth)

- Wonderful conference although smaller than normal
- First one that Karen had been to that everyone spoke – no concerns about public speaking
- Friday – Gail Cunningham & Marie Martin – Senior Assessment
- Saturday - Carmel Nash & Denise Holden – changes to cash handling due to 5 fraud cases that they had had to deal with lately – there will no longer be a cheque book – all payments for all P&Fs are to be made through school – might be expenditure paperwork to authorise school and two executive signatures to make payments
- A lot of P&Fs are financially supporting non-profit organisations – P&Fs are not allowed to support any of these – a non-profit cannot support another non-profit organisation – money cannot change hands
- Don't hold on to funds – we should be spending – however if intending to hold money for a project let the school community know
- All teachers & staff requesting funding need to go through the principal & if you don't need to fundraise do not fundraise
- Debbie Pusher – 22 & 23 May will be in Gladstone – from Canada – about teachers visiting homes – talking about hiring bus to go to Gladstone
- P&F would like us to start up a Facebook page – will be sending through guidelines
- Take the focus of money off P&F & re-focus on learning
- Get agenda out early or highlight key agenda points
- Leesa Jeffcoat – ACNC (Australian Charities & Non for Profit Commission) will have financial statements going live – one ABN for whole of diocese could be an issue
- 2018 – The Year of Youth
- School counsellors to be trained in carrying out PPP Program – all schools to be given trained facilitator
- All schools to have televisions with links to parenting questions; videos to get ready for Naplan; etc
- Michelle Mitchell – Psychiatrist & Mother – written a few books – mainly about young girls & how they grow & how to handle their growth – “parenting is only difficult when you are doing a really good job at it” – sense of family can balance out any poor friendship choices
- Sunday – NAPLAN – was going to be electronic however no-one is adopting on-line process – tests to come out by 19 June 2017
- Debbie Pusher powerpoint presentation provided

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General Business

Getting people to meetings

- Guest speakers – if you have someone you would like to hear from make suggestions
- Facebook
- Skoolbag notifications
- Invitation / Agenda sent week in advance – if you have someone you would like to hear from make suggestions
- Marianne to follow up to get Board Member to attend meeting (ACTION)

P&F Budget

- Need to assess where to direct P&F funds
- Claire Stitt suggested the replacement of musical instruments– expanding primary school base and there are instruments that are nearing the end of their life – musical stands are also quite beaten up and we no longer have enough for all students. Claire to look at exactly what musical instruments are required & also to discuss with Rob further ideas & bring suggestions to next meeting (ACTION)
- P&F budget to be prepared by Jody - look at what comes up every year 7 align to school's core values (ACTION)
- Advertise that Funding Projects to be focus for next meeting (to be advertised) (ACTION)

TCC Race Day

- Falls between now and the next meeting - Race Committee have not approached P&F to assist - Advertised on Facebook, Electronic Notice Board, Emails

Uniform Shop

- TCC track pants are now available however apparently not available to sell to anyone except for Rugby League & Soccer – was first brought in for the music students to wear on camp - Claire Stitt to find out further information re music and what available for – feed information through teachers of relevant areas (ACTION)
- Not to be worn to school – extra-curricular activities only (approximately \$39)

Resilience Day

- Gabriela Vicent would like to consider financing Resilience presentation & contacted them about cost
- Maybe look at a Wellness program with something different every year & something that everyone benefits from - Hold over until next term when Rob is back on board

Next Meeting Date

Tuesday 16 May 2017 @ 5.30 pm