

## MINUTES – ANNUAL GENERAL MEETING

7.00pm, 13 February 2018

### 1. Prayer and Welcome

### 2. Record of attendance and apologies

Pablo Medina, James McFarlane, Elizabeth Chadwick, David Cornett, Michelle, Cornett, Kelly O’Keeffe, Chris O’Neill, Joe Trimarchi, Angela Young, Steve Grabowski, Brenden Li On Wing, Sharyn Brooks, Michael Small, Paul Harrington, Sara Gray, Jenny Foldes, Matthew McMahon

### 3. Confirmation and acceptance of the Minutes of the previous meeting

Notes: Accepted	
Motion: That the minutes be adopted as a true and accurate reflection of the meeting	
Seconded: James McFarlane	Outcome: Carried

### 4. Correspondence

- Catholic Development Fund – regular correspondence re account balances
- Sara Gray – request for financial support – Brewarrina Immersion Program

### 5. Business arising from minutes of previous meeting

- Sponsorship – Magdalene Impressions - \$400, paid
- Clothing pool dehumidifier – to be purchased, not completed
- Electronic sign funding – installation completed, not invoiced
- Tree planting program – commenced, quotations underway, Autumn planting
- Improving P&F Participation – several strategies identified, added to Term 1 agenda
- AGM held over to Term 1 meeting – nominations to be sought for all positions
- Annual Audit – SG to follow up with Auditor, to be submitted in Term 1 2018

### 6. Brewarrina Presentation

- Presentation by Sara Gray and Students on Brewarrina Immersion Program

Notes: Ms Gray and Students presented on the previous program and the benefits for students from both school. Likely to raise \$2,000 from fundraising, with a further \$2000 from the CEO. Overall cost of the program is \$14,000, approximately \$500 per child.	
Motion: That the P&F fund the program up to a maximum of \$10,000.	
Seconded: Steve Grabowski	Outcome: Carried

### 7. Treasurer’s Report

- Summary of current financial position and outcome of recently completed audit (Steve Grabowski).

8.

Notes: Steve Grabowski presented the audit report and update on financial position. There was discussion about the future hall and the need to maintain a separate account given the uncertainty around the project. It was agreed that the hall fund would be
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maintained, including the \$25,000 contribution for 2018. It was also agreed that the P&F would write to the CEO advocating for the construction of a school hall.	
Motion: 1. That financial update and audit results be noted. 2. That the hall fund be maintained, including the \$25k contribution for 2018. 3. That the P&F write to the CEO advocating for the construction of a school hall.	
Seconded: James McFarlane	Outcome: Carried

## Account Balances as at 29/01/2018

iCash Account (Operating Account)	\$16,462.75
3-5 Month (Investment account 1)	\$152,336.24
3-5 Month (Investment account 2)	\$12,633.96
<b>Total</b>	<b>\$181,342.95</b>

## Commitments as at 29/01/2018

Electronic sign	\$18,000
<b>Total</b>	<b>\$18,000</b>

## 9. Principal's Report

Refer appendix 1 for a copy of the report.

Notes: Mr McMahon asked that the P&F consider a proposal to extend air-conditioning to the science classrooms and CAPA. There was discussion around timing, energy efficiency, and availability of budget. Based on the estimate of \$50k, there is sufficient budget. Installation is proposed for end of term 3. The air conditioning would also replace existing heaters, which are not energy efficient.	
Motion: That the school prepare a proposal for consideration by the P&F.	
Seconded: James McFarlane	Outcome: Carried

## 10. General Business

### Item 1: Tree Planting Program – request for funding

Notes: Joe Trimarchi outlined the proposed tree planting program. There has been a significant number of at risk tree removed over the past few years - over 200 trees. It was noted that low risk trees were proposed to avoid the need for future removals. Working bee to be held in late March, early April to complete the planting, and would include the creation of an outdoor classroom.	
Motion: That an amount of \$5,000 be allocated to the program. Working bee to be promoted by the P&F	
Seconded: Michelle Cornet	Outcome: Carried

### Item 2: P&F Participation – 2018 – Options to improve participation

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Notes: Standing item on the agenda. Given the limited time available, discussion was limited to 'inviting a friend' to the meeting.	
Motion: N/A	
Seconded: N/A	Outcome: N/A

## Item 3: Other Business

- School Business Directory - Michelle Cornett - All business are encouraged to sign up to the new business directory, 2 submissions received to date. Anyone with good ideas about how this can be managed, please make contact via [MCHS.pandf@gmail.com](mailto:MCHS.pandf@gmail.com)
- Magdalene 20 Year Celebrations – Michelle Cornett - Provided a summary of upcoming 20th Anniversary, all parents and friends are encouraged to attend. The event includes 3 course F&B package, entertainment from past and present talented students, lucky door prizes, and represents a great opportunity to reconnect with old friends.

## 11. Annual General Election

Returning Officers – Matt McMahon & Jennifer Foldes.

**President:** David Cornett

**Secretary:** Steve Grabowski

**Treasurer:** Angela Young

Thank you to Kelly O'Keeffe who continues to manage the clothing pool. It was noted that the P&F should start working on a succession plan for the management of the clothing pool.

## 12. Next Meeting Tuesday, 3rd Week of Term 1, 2018



## 13. Appendix 1

### Principal's Report

#### 13<sup>th</sup> February 2018 P & F Meeting



1. Welcome!
2. Student population 1027 in 2018 – 16 more than in 2017.
3. Students began year well and are quite settled
4. 2018 will see a focus on A revised assessment framework, Numeracy & Literacy, Wellbeing initiatives and Building Staff Capacity.
5. New staff:
  - English** Jason Mischczyn (Perm); Blair Colella (Perm); Meaghan Tolhurst (Temp)
  - PE** Peta Willard (PDHPE Coordinator – Perm); Rosanne Taccone (Temp); Alan Chapman (Temp)
  - MATHS** Renee Pickles (Mathematics Coordinator – Perm); Vincent Iacano (Perm); Leesa Brischetto 0.5 (Job Share (Temp) with Simone Duke 0.5); Samantha Grey (Temp in Science and Maths)
  - SCIENCE** Luke Doepel (Assistant Science Coordinator 2018 & Perm)
  - TAS** [NB: Ian Gorrie returning in 2018 as TAS Coordinator]; Tony Burden (Term 1 (Temp) replacement for Dave Hogan (LSL))
  - HSIE** Helen Said (Perm)
  - CAPA** Lisa Stevens (Perm)
  - LEARNING SUPPORT** Jenny Peters
6. 5. This year we have created new Assistant Faculty Coordinator Positions: Assistant Maths, Science, HSIE, English & a new Wellbeing Coordinator
7. New Learning Committee established (Steph Phillips & Peiti Haines)
8. Congratulations to all of our 130 graduating students of 2017.
  - One student topped the state in Standard English
  - 4 student nominations for HSC Major Works Showcases
  - 47 students achieved a result of 85% or higher in one or more of their chosen subjects
  - 1/3 of our results were 80% or higher
  - 12 courses had achievement in the top band
  - Lowest number of bottom band s(1, 2 & 3) in the Diocese
  - Camden HSC High Achievers' Night – Camden Council
9. Teachers completing analysis of results using NESA RAP and DeCourcy Analysis. Faculty Coordinators to report back to CC, AP & Principal
10. We will be having a Working Bee – date to be advised (tree planting & dam clearance the focus)
11. Number of projects undertaken. Painted Chapel (external) & Brother's House roof, electronic sign finished, remaining projectors installed, Disabled toilets expanded & Hospitality Centre completed

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12. Conversations with Council – over DA for 14 new classrooms.
13. Brewarrina students travelling to Magdalene this year -> planning underway
14. Staff Development Day this term on Wellbeing – 16 March
15. Year 7 Camp and Year 9 Camp on together again in week 9 this Term
16. Swimming Carnival this Friday at Bradbury Pool
17. Communication nights this term – Year 11 – earlier this evening; Year 7 Parent Welcome – 21 Feb.; Yr 12 P/T/S Interviews – 27 Feb.; and Year 7 2018 Open afternoon and evening 7 March (Tour 1: 4.45pm-5.45pm. Information Session: 6pm-6.45pm. Tour 2: 7pm-8pm) - Help with BBQ needed
18. Bishop Peter retiring; Bishop Mascord to be “installed” on 22 Feb
19. Peer Support operated again this year with the students (Yr 10) supporting our 186 Yr 7 students on their first day
20. Year 7 boot camp took place yesterday & today
21. 20th Year Dinner planning is well underway – 18th May

## FOR INFORMATION/DISCUSSION:

- Intend to begin the consultation process for Magdalene becoming a College
- Like to explore alternate uniform manufacturers companies – to report back at next P & F
- Like to know where P & F stands on future AC