



Parents and Friends Association

Address: C/- Smeaton Grange Road, Narellan NSW 2567

Email: MCC_P-F@dow.catholic.edu.au

Minutes - Annual General Meeting

7.00pm, 21 February 2023 – Learning Resource Centre

1. Prayer and Welcome

2. Record of attendance and apologies

Parents and Friends: David Cloran (Principal), Ivana Forner (AP) David Cornett (President), Carly Cosmo (Secretary), Craig Harley (Treasurer), Nunzia (Nancy) Carrano, Erika Astudillo, Julie Brisby, Michelle Cornett, Matthew Campbell, Pablo Medina, Sunny Abbey, Harjendra Singh, Ellen George, Ingy Mikhail

Visiting Students: Nil

Apologies: Birgit Hoffman, Julie Patroklou

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

4. Business arising from minutes of previous meeting

- Hall Equipment - \$150,000 allocated – David Cloran indicated a preference to hold the funds
- Garden Design Project – completed - Ashton is coming in on the 2 March to celebrate the completion, P & F to finalise account for payment
- Transfer of \$50k from operational account to investment account

Notes:

Item 1 - David Cloran indicated a preference to hold the funds

Item 2 - Ashton is coming in on the 2 March to celebrate the completion

Motion: Move that the minutes are accepted

Seconded: Nunzia Carrano and Sunny Abbey

Outcome: Confirmed by all

5. Election of Executive for 2023

The meeting was handed to Ivana Forner to facilitate the election, all positions declared vacant. No nominations received prior to the meeting. Final positions confirmed for 2023:

- President – David (Nominated by Pablo Medina)
- Vice President – Erika Astudillo (self-nominated)
- Secretary – Carly Cosmo (Nominated by Nunzia Carrano)
- Treasury – Craig Harley (Nominated by Michelle Cornett)

All nominations accepted and supported by attendees.

P & F Executive note the importance of succession planning, this will be a focus for 2023.



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6. Treasurer's Report

- Summary of current financial position (Craig Harley)
 - Working account \$123,377
 - Investment Account 1 \$147,998
 - Investment Account \$254,066
- 10 invoices not yet reconciled \$10K
- Transfer \$80K from the working account to Investment Account 1

Notes: Transfer \$80K from the working account to Investment Account 1

Action – Audit of 2023 to be completed before next meeting

Motion: Move \$20K to Investment account and complete audit

Seconded: Matthew

Outcome: Supported by all

7. Principal's Update

P&F Principal's Report - 21st February 2023

Staffing Update

College Leadership Team

- Acting Principal - Mr David Cloran
- Assistant Principal - Mrs Ivana Forner
- Religious Education Coordinator - Mr Steve O'Neil
- Acting Leader of Teaching and Learning - Mr Shaun Houghton
- Acting Curriculum Administration - Mr Chris Ferry
- Acting Pastoral Care Coordinator - Mr Matthew Bubb
- Administration Coordinator - Mr Chris Whicker

New Staff

- Mrs Jessica Cimino (Religious Education & English)
- Ms Riley Dickson (Maths)
- Mrs Bre Jones (Sport Coordinator & PDHPE)
- Mrs Ashlee Marino (Drama, Visual Arts, Photography)
- Ms Sarah Neasy (Religious Education)
- Miss Sophia Patino Jiminez (HSIE)
- Mrs Jessica Provenzale (Languages)
- Ms Micaela Rixon (Religious Education & HSIE)
- Mrs Nuala Wilson (Visual Arts)

Leaving Staff

- Mr James Potts



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Refurbishments

- CAPA Rooms
- Hospitality Seminar Room
- Brother House Refurbishments

HSC Highlights

- 56 Band 6 results. Our 4th highest number of Band 6s in the history of the College.
- First in the Diocese in terms of Band 6's.
- 12 Students achieved an ATAR in the 90's.
- 31% of ALL results across ALL courses fell in the Band 5 and Band 6 ranges. That means a third of all results in the HSC were above 80. 25% in 2022
- 68.7% of ALL results across ALL courses fell in the Band 4, 5 and 6 ranges. That means two thirds of all results in the HSC were above 70. 57% in 2022

Events Since January 2023

- Opening College Mass
- Year 12 Retreat
- Year 7 Induction and Bootcamp
- Year 11 Information Night
- Primary School Visits
- Swimming Carnival
- Caritas Launch

Looking Ahead

- Ash Wednesday 22/2/23
- High Achievers Assembly 23/2/23
- Open Afternoon on Monday 27/2/23
- College Cross Country 2/3/23

Discussion points:

- No year 10 formal, it's not a traditional departure point for the school, the last yr 10 formal was in 2004
- 25 Anniversary survey going out to parents in the next newsletter suggesting 5 May as a potential similar date, alternate option is a proposed a showcase night
- Graded classes – Yr 7-10 Extended groups, discussion around core groups and Structured group



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8. General Business & Correspondence

Item 1: Correspondence - Nil

Item 2: Financial Contribution - Hall Equipment / Fit out (Discussed above)

Item 3: Upcoming Events

- Open Day - Monday 27/02 (Call for help)
 - o Ivana Forner to prepare the order and set up tables and BBQs
 - o Michelle Cornett will work on coordinating the day
 - o David Cornett will seek volunteers
 - o P & F Executive recognise and thank volunteers in advance for their contribution to making it a great event
- 25th Anniversary – newsletter to be sent out seeking parent input

Item 4: Sponsorship Guidelines

Notes: Amendment to the guidelines - increase to sponsorship amounts

- o \$250 state level
- o \$500 National level
- o Case by case International
- Previously, the College would match the amount. This is now prohibited to continue using College funds.
- Promoted via newsletter.
- Limited to 2023.
- Completion of an application form by the child.
- Questions raised regarding receipts, Executive to consider and check evidence of Parental Co-contribution.

Motion: Increase \$500 for State / \$1000 to National to cover flight, travel and accommodation expenses. David will amend the current policy for circulation and endorsement at the next P & F Meeting. Any requests in the meantime will be managed via Executive.

Action – prepare an article for the newsletter, requests to the P & F Address

Seconded: Matthew Campbell

Outcome: Supported



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Item 5: Uniform Recycling

Notes: Approx \$4,000 to manage current waste materials. Agreed this will be taken out of session upon review with school.

Motion: Agreement in principle from the P & F to provide a provisional contribution up to \$4,000

Seconded: Nunzia Carrano

Outcome: Supported

Item 6: Presentation by ICLT / TAS

Discussion regarding interest from the P & F in understanding the current plans of ICLT /TAS and if there are any needs for support the P & F Can consider.

ACTION: David Cloran to invite ICLT/TAS to attend the next P & F meeting to present.

Item 7: Remembering Mr May

David Cornett took the opportunity to recognise the significant contribution of Mr Michael May to our school community and extend heartfelt condolences to Mr May’s family and friends. The P & F Recognise that over 40 years of service, Mr May has positively impacted the lives of so many students, the P & F are grateful for his contribution to our school, may he rest peacefully.

9. Next Meeting - Tuesday, 3rd Week of Term 2, 2023 (Date TBC)

10. Attachments

- Attachment 1 – Principal’s Report

Table for use to record decisions

Notes:	
Motion:	
Seconded:	Outcome: