

Xavier College Parents & Friends
General Meeting – Draft Minutes
(Subject to acceptance at next general meeting)
3rd November 2015

Meeting opened: 7.02pm

Attendance and Apologies: See attendance book

Opening prayer: Read by Patrick Finnerty

Previous Minutes: Accepted: Fiona Bax

2nd Phil Gordon

Correspondence in/out: Nil

Principal Report – presented by Michael Pate

- Michael went through a presentation at the meeting about the changes to reporting that are being introduced by the school for 2016. Development of the new reporting framework will include a parent's portal which will enable access to student performance.

Michael explained the feedback process which involved gathering initial information from teaching staff. Key messages that came through identified that there is a key disconnect between the information teachers have available and passing this onto parents. They identified the importance of helping parents understand the feedback process coming directly out of assessments back to students as well as providing additional support to parents regarding this process (hence the development of the parents portal as part of the framework)

He stepped the meeting through the process undertaken in developing a framework for reading the new report structure. Comments will be incorporated; they will be aligned directly to the grade given and will provide parents the mechanism to question and/or guide discussions with teachers about student progress. The restructuring of the report content will mean that more meaningful detail will be included in the future including action taken to contribute to the schools focus on successful learning.

Focus until 2020 will be around the themes of Purpose, Mastery and Autonomy with all strategies developed to look at driving improvements within the college as contributors in this focus. Each five years the college envisages that the focus for learning will be reconsidered and realigned to any needs identified.

To drive better engagement and parental involvement the school will be introducing parent forums in 2016. They will be looking to streamline the parent engagement process and are looking at Years 7 to 9 to be about the joy of learning for the students. Years 10 to 12 will then be focussed on the depth of learning.

Assistant Principal Report – presented by Patrick Finnerty

- Patrick talked about concerns that have been raised recently over kids helping with cleaning the school areas. History behind the approach was to ensure some equity as he has a number of students who are keen to assist with clean-ups (proactively seeking merits). The school's belief is that every student has a responsibility to our environment (expects that this would be a similar responsibility at home) to ensure the area they live and learn in are kept clean.
- Thanked the attendees for checking our usage of child's devices and monitoring what is happening on-line. He is appreciative of early advice and the partnership approach between the school and parents to ensure kids are safe.

Treasurers Report – Lorrae Green

- Reconciled statement presented to the meeting.
- Closing balance @ 31st October = \$3601.16

PRC Report – No report: Next PRC meeting being held on 16th November, 2015

Presidents Report – Laura Mueller

- No additional items to be covered as meeting content had already discussed items noted for report.
- Next month's meeting will be the last for the year. Encouraged attendees to "bring a plate" to celebrate the end of the year.

General business –

- Mr Pate discussed a comment regarding outcomes of the recent Sydney Morning Herald advertised tender process for the canteen:
 - Tender applications received from six providers
 - 2 have been assessed as potentially suitable and will go through the next stage. This will include an on hand assessment within the school canteen – students will be involved in taste testing menus and providing feedback.
 - Tender will be for 12 months with opportunity to review and renew at the end of this period.
 - Final decision should be made by 18th November on the successful tender and contract.

Meeting closed @ 8.25pm

Next meeting 1st December, 2015