

Xavier College Parents & Friends
General Meeting – Draft Minutes
(Subject to acceptance at next general meeting)
1st December 2015

Meeting opened: 7.02pm

Attendance and Apologies: See attendance book

Opening prayer: Read by Patrick Finnerty

Previous Minutes: Accepted: Belinda Villettri

2nd Fiona Bax

Business arising from previous minutes:

- Discussed communication regarding conflicting information in the Companion and the understanding parents were given at the last P&F meeting about changes to reports. Understanding was that no changes were expected to the provision of comments for 2015 however recent article in the Companion was in conflict to this information. Mr Pate explained that technology limitations occurred which has meant they have not been able to incorporate teachers comments in the report. Mr Pate was asked if they could correct the misunderstanding through an update in the Companion which has been agreed on. Discussed how the school could embrace the use of social media to help with communication. School will look into the possibility of establishing a facebook page to assist with delivering messages and responding to questions raised by the community.
- Update on the canteen tender process – Tender committee included four SRC representatives who taste tested the menus for the short listed candidates. Mr Pate praised the students involved and was impressed with the commitment they showed in recognising the importance of their role on behalf of the students. Committee will meet quarterly to assess ongoing food quality based on the original tastings during the tender process.

The outcome has been the school has contracted the supply of canteen services for the next 12 months to Fresh by its Canteen. Contract includes breakfast menu and still enables the school to hold BBQ events when required. All menu costs are based on the concept of meal deals which will in a lot of circumstances mean that prices are reasonable. Company presented a rotational menu which will provide variety each day. While initial contract is for 12 months there will be an opportunity for renewal. School has determined forward estimates over the next 5 years reflect they will have approximately \$300,000 which will be available for reinvestment into school improvements. Vendors will move in by the end of this year and will be operational on Day 1 next year.

Correspondence in/out: Nil

Principal Report – presented by Michael Pate

- Shared with the meeting the current draft of the Parent calendar the school will have available for next year. They are aiming to be able to present the information as part of a calendar for distribution home however initially it will be supplied as a list for inclusion in reports. It will include important dates such as Parent/Teacher interviews, Carnivals, Presentation days, Parent information nights, Parent forums and Performance nights. Suggestions from parents in attendance were to also consider inclusion of school term dates, pupil free days and P&F meetings.

- Shared with the meeting the Xavier College Leading and Learning revised action plan for 2016. Revised plan is based on Parramatta Diocese requirements and now incorporates an Evangelization goal in addition to the existing Literacy and Numeracy focus.
- Discussed the move of the school's annual award ceremony until the following year. Moving the ceremony until the New Year will enable the school to celebrate achievements from students at all levels (including graduated Year 12 students). It will also be held off site which will provide the opportunity for the whole school to be involved and to celebrate curricular success with a larger contingent of the community. Students will be able to invite their extended families without the need to restrict the number of guests for award recipients. Invitations will be extended to parents before the end of the school year to enable the date to be saved for the award presentation.

Assistant Principal Report – presented by Patrick Finnerty

- Reflected on a positive news story regarding Xavier students – with approx 1100 students the school deals with a number of social media challenges. By comparison over the last week have handed in the following items to the office; 2 mobile phones, 1 iPad, \$30 cash and also \$5 cash. It's a really positive feeling to know that students display this level of integrity with regard to items found on the school grounds and is a positive reflection on the values instilled at home. These are just examples from the last week – Mr Finnerty regularly has these type of stories relayed to him and he just wanted to express his gratitude and appreciation to the school community.

Presidents Report – Laura Mueller

- No additional items to report on for this month.

Treasurers Report – Lorrae Green

- Reconciled statement presented to the meeting. Still expecting a few additional IGA payments
- Closing balance \$3618-14

PRC Report – Marianne Wilson

- Topic for the last presentation was "Students are gifted and talented"
- 3 guest speakers who discussed recognising and acknowledging gifted and talented students. The presentation was interesting and involved discussions that informed the attendees about some of the processes behind advancing students that had been identified.

General business –

Mr Pate thanked everyone for their regular attendance at the meetings during the year and their commitment to working with the school. He mentioned the school is investing in electronic gates and a new electronic sign for out the front of the grounds. He discussed changes to teaching staff next year. In addition the school has also secured agreement to be a Captivate Hub which will mean every Monday for 1/3rd of the day the school will host other students/schools involved in the program. Students interested in being involved will have the opportunity to be involved in Drama, Music or Dance during this time.

Meeting closed @ 8.30pm

Next meeting 2nd February, 2016