

Xavier College Parents & Friends
General Meeting – Draft Minutes
(Subject to acceptance at next general meeting)
2nd February 2016

Meeting opened: 7.03pm

Attendance and Apologies: See attendance book

Opening prayer: Read by Michael Pate

Previous Minutes: Accepted: Fiona Bax

2nd David Rose

Business arising from previous minutes:

- Canteen has started. Good feedback received to date. They will also be establishing an on-line ordering system which will have a link made available via the Skoolbag app

Correspondence in/out: Nil

Principal Report – presented by Michael Pate

- School received some tragic news about a Year 9 student over the break. As a result of a backyard pool accident, Mathew Mallows has become a quadriplegic. Matthew is currently in Westmead Childrens Hospital where he will remain for at least 6 months. As a result, the school will be looking to focus in Term 2 on a major fundraising drive (potentially some sort of gala evening) to support Matthew and his family in regard to helping with funding some of the modifications that will be required to their home before Matthew comes home. Meeting discussed potential fundraising options for consideration.
- Day 1 of the school term – Year 7 students were introduced to their peer support network. A number of Year 10 students volunteered to provide peer support which will continue throughout the year. All students were dressed immaculately.
- In 2015, the school achieved their best HSC results since 2010. Received congratulations from the CEO as well as being contacted by a number of other schools to discuss the approaches the school had introduced which may have assisted in the improved results.
School moved a rank in the Diocese which was one of the goals last year. Results averaged 19 above the state average which was also an improvement on the previous year. Band 5 and Band 6 results had all increased. Still mindful that there is a lot to do to maintain/improve further which includes the need to develop better teachers.
- Starting this year there will be 70 hours school based professional learning assigned for each teacher. There will also be reflective journals introduced for the teachers which will enable them to consider own needs and progress.
To assist in teachers' preparation, only two thirds of staff will attend different school carnivals while one third will remain at the school to work on their study plans etc.
School is also looking at how they can use data to improve the teaching and learning. A key aspect of this is that the school will ensure that no teaching will occur outside the teachers' area of expertise. As a result, a number of additional staff has been brought on board to ensure this can be achieved.
- New electronic sign has been put out the front of the school with new electronic gates being introduced at each of the car parks. At the end of the day the bottom gate will be opened to enable people to leave via a second exit.

- Refurbishment of classrooms is commencing this year starting with the English block. It is expected that each year another block will be completed. (At the end of the meeting a tour of the first classroom was completed)
- School focus for the year will be on 'Understanding our spirituality' which will form the basis of an action plan at all levels. For students it will be looking at 'Reading, Writing & Numbers'; teachers will be 'Planning & Collaboration' while the leadership team's will be 'Working with our community and communication'.
- Captivate Hub commences at the school from next Monday.

Assistant Principal Report – presented by Patrick Finnerty

- The Student Learning Planner (diary) has been modified for the year. Asked that if an issue is identified with the content that the school be contacted to enable correction. Emphasised the importance of making contact with the school instead of taking to social media with concerns. The school is working very hard on improving their communication but they do need the community to assist. If feedback is not provided directly to the school to provide an opportunity for errors to be corrected then matters tend to escalate. It is important to recognize that errors can occur and the community plays an important role in assisting with identifying these so they can be addressed early.

Presidents Report – Laura Mueller

- Welcomed new parents to the school and the meeting.

Treasurers Report – Lorrae Green

- Reconciled statement presented to the meeting. Included a small IGA payment of \$18-34.
- Closing balance \$3637-65

PRC Report – Marianne Wilson

- No meeting as yet for the year.

General business –

- Question asked about the instances around the country where schools have been the target of threats and what action the school is taking. Michael discussed the processes required should the school receive any potential threats.
- School is employing a dedicated admin resource to keep social media and internet media content current. They will have responsibility for all publishing to the website, Skoolbag and Twitter as well as looking at the development of some form of social media platform for interacting with the Community.
- School received good feedback on the Parent Calendar.
- "HSC in 2018" will be the focus of the discussion for the Year 10 information night this term. Meeting asked a question generally about how assessments are completed. Alyssa Roach discussed the mandated requirements for the school versus individual student assessment approaches. The school is taking different approaches to cater for the diversity of learning needs which will enable them to complete an accurate assessment of each student's learning.
- Question asked about report changes and if issues encountered have been rectified. School is still working through some aspects with the supplier of the software however they are confident Year 12 reports can be delivered as required at the end of Term 1.
- Homework club starts this Wednesday following finalization of coordinating a team of teachers to support. Tuesday there will be student support available for Year 12 from 3pm until 8-30pm.
- Uniform committee being established to look at options for the girls' uniform.

Meeting closed @ 8.34pm Next meeting - 1st March, 2016