

Xavier College Parents & Friends
General Meeting – Draft Minutes
(Subject to acceptance at next general meeting)
1st March 2016

Meeting opened: 7.06pm

Attendance and Apologies: See attendance book

Opening prayer: Read by Patrick Finnerty

Previous Minutes: Accepted: Laura Mueller

2nd Lorrae Green

Business arising from previous minutes: None

Correspondence in/out: MedEntry UMAT preparation information

Principal Report – presented by Michael Pate

- Update on Mathew Mallow’s recovery – thanks to Fiona Bax for sourcing some flyers for a hot cross bun fundraiser. Students have been selling yellow ribbons as well as running a cake stall today with the proceeds to go to supporting the Mallow family. In addition we are working with the community to arrange further fundraising for Mathew. Continue keeping Mathew in our prayers. We also have one student currently in hospital as well as another student dealing with a brain trauma, so it has been great seeing the students and community opening their hearts to support these families.
- Parent forums are about to occur for Years 11, 10 and 9 with a NAPLAN meeting held tonight to provide an explanation of what NAPLAN is all about.
- Year 9 mentor group is starting to focus on the program that is being put into place. The focus for Year 9 as part of this program is implementing support with their numeracy and literacy. Starting to implant the idea of the HSC at an early stage in their development. Presentation shown to the meeting which steps through the program.

One of the key aspects for the year is to work on identifying and influencing anything that “interferes with the learning”. This includes behavioural elements such as student misbehaviour etc. When something is identified, all teachers will go through a process to work through what action has occurred prior to any report back to the Principal or Assistant Principal (AP). Elements of how the teacher managed the student and/or circumstances will be gathered as well as evidence to support the need to name the student to the principal or AP. Students will also be asked to complete an anonymous survey considering the behaviour of their peers. Students will be asked if they are experiencing any behaviour in their classes that is disturbing their learning.

This aspect links into “Creating a future for themselves” and “Exceeding your expectations”.

Assistant Principal Report – presented by Patrick Finnerty

- Reflected on the good start to the year as well as expressing how over the last couple of years he has felt that the strategies and vision being employed have been great. These new approaches, focusing on the learning have also been really good for the faculty too. Adding to this is the student management policy that has been instigated to assist in the management of student behaviour – there is now a very clear framework established to manage misbehaviour. There is a strong sense that the school and community are growing together.

- Question asked about the support being provided to senior years in addition to the focus being placed in particular to Year 9. Study support is also being introduced for Years 10 and 11. To ensure best results are possible for Year 12, only Year 11 teachers with good results will continue to teach through to Year 12. Real emphasis on the quality of the teaching has been applied to them. Teacher walkthroughs are expected where they need to clearly reflect their teaching intentions. High achiever data wall has been established as well as processes put in place to identify students that are struggling.
- For other years there will be the Year 8 information night held during Term 2. Year 8 assessment tasks are generally completed as 'in class' assessments rather than needing to be completed at home. Learning preparation tasks (homework) should still be provided to students however if you find this is not the case for your child then you should make contact with their home room teacher. One parent shared a technique she had tried this year to ensure she could work closely with her child's teachers. At the beginning of the year she got the email address for all of her son's teachers. She emailed each of them to introduce herself which provided the teachers with her contact details if needed. The feedback from a number of the teachers indicated this was appreciated and she now has an established relationship with them if she needs to have any concerns addressed. This was considered a good approach by the meeting. School executive reinforced the importance of parents making contact with the school about any concerns/questions (including if you feel students aren't getting required support). Contact with the school exec will also ensure that teachers are appropriately supporting students with their learning.

Presidents Report – Laura Mueller

- Report to be presented as part of the AGM

Treasurers Report – Lorrae Green

- Financials to be presented with as part of the AGM minutes. Books have been audited by Dawn Hackett with the audit outcome reflecting the records being true and accurate.

PRC Report – Marianne Wilson

- No meeting as yet for the year.

General business –

- Discussion around feedback from the award ceremony. Good feedback received with over 1600 people in attendance to celebrate learning achievements. Outstanding work in getting everything set up and the choir performed beautifully. School wanted to ensure that all parents and family that wanted to attend were able to.
- School have been asked to put the details around students assisting with picking up rubbish into a policy document to enable clear information for the community and stop "feedback flare ups" via social media.

(Meeting suspended for completion of the AGM – 8.15pm)

- Fundraising update for Mallows family – looking to secure a date (possibly 3rd June) for fundraising gala in conjunction with Cranebrook Soccer and Cricket clubs. Plan will be to have 10 tables available for each group with each table seating 10 people. Anticipate tickets will be approx \$20 and the event will include trivia as well as a silent auction and coin tosses etc. Looking to approach Woolworths to support donations and possibly some food for the event. Fiona to meet with David Rose, Laura Mueller and Belinda Villettri to share advice and consider approach to be taken. Need to discuss involvement from feeder schools etc to see if they are able to provide support also.

Meeting closed @ 8.45pm

Next meeting – 5th April, 2016