

**Xavier College Parents & Friends  
General Meeting – Draft Minutes**  
(Subject to acceptance at next General Meeting)  
**3<sup>rd</sup> April 2012**

**Meeting Opened:** 7.10pm

**Attendance and Apologies:** See attendance book

**Opening Prayer:** Read by all

**Previous Minutes:** Accepted: Lorrae Green  
2<sup>nd</sup>: Tracy Newman

**Business Arising from previous minutes:** Nil

**Correspondence in/out:**

- 2012 Fundraising Directory
- Letter from Med Entry to school. Med Entry is specialist tuition for students wishing to train in medicine on completion of Year 12. Information will be placed on Year 12 notice board.
- Card from Mandy Marshall, thanking all for best wishes and gifts.

**Principal's Report:** Tricia Maidens

- Thank you and welcome to Karen McGann, the new P&F President. Thank you to Darren Lackey, for his work as Treasurer. Thank you to all members of the P&F for their continued work.
- Year 7 information night was a great success. Approximately 600 people in attendance, and handed out 500 prospectuses. Tricia Maidens proud of the students that helped out on the night. Response from the night has seen an overwhelming number of applications. New TV outside library was used to display a slideshow of pictures from the school.
- A Xavier College banner has been placed in Penrith Plaza. It will be displayed from 19<sup>th</sup> March for 8 weeks.
- This week the school farewelled some special unit teachers on assembly.
- The new house system has made a massive difference in morale at school. Y12 and the House Leaders are involved and pro active.
- Raised over \$4,000.00 for Project Compassion.
- Extra seats for the playground are to be purchased, following a request from students for more seating outside.
- Busy and successful term. Students have been generous with their time. Students participating in World's Greatest Shave 2012 to raise money for cancer research.

- Good response to letter sent to parents of students trying to establish a working party to approach Westbus that require a bus service from Glenmore Park and South Penrith to school. Seven replies received that parents are interested. Bart Bassett (NSW Local Member for Londonderry) invited to lunch to discuss.
- Enjoyed the best Harmony Day ever, raising just under \$700 towards Project Compassion. Believe that the new house system has injected a great sense of community spirit.

**Assistant Principal's Report (curriculum):** Patrick Finnerty

- Staff appreciative of two days' study leave to participate in programs and planning.
- Current focus on feedback for students. All teachers with a Year 12 class to give written and detailed feedback to each student.
- Zero policy starting Term 2. If assessment tasks are not submitted on time, a zero will be given. If student away/sick, documentation must be provided. If students have a problem, they need to speak earlier with their teacher. They will also need to attend a Friday catch-up class. Need to ensure consistency through teaching staff, that all are 'observing the 'Zero Policy' for all classes and all students.

**President's Report:** Karen McGann

- Executive meeting last Tuesday to look at ideas for fundraising for the year. This year looking at trying to increase parent interest in P&F and school fund raising activities. Need to ensure P&F details and meeting times are on school website, as well as being posted in newsletters.
- Fundraising events for 2012 include the Walkathon and Trivia Night. Walkathon booked for Friday 14<sup>th</sup> September. Hoping that working with the students in their fundraising projects, we can raise P&F awareness.
- P&F considering how we can support the children at school directly.
- Look at having guest speakers at monthly P&F meetings to interest new parents/carers. Topics considered include an information night on "Cyber Bullying". Promote the P&F meetings as a place to come to "find out what your children don't tell you".

**Treasurer's Report:** Lorrae Green

- See attached statement.
- Closing balance as of 31<sup>st</sup> March 2012 - \$7,810.41

**General Business:**

- Fundraising has always evolved around the need to air condition all the rooms at school. The new requirement for fund raising is technology for the school. The school would benefit from funding for software and licences in technology. Plasma projectors to be considered in classrooms.

- Question was raised as to whether Xavier College uses CCTV. Xavier College does use CCTV on both entrance gates, and in non-private locations throughout the school. CCTV used for security, graffiti prevention and theft prevention.
- Question was raised regarding school's policy on bringing students on laptops to school. The answer was that the students are responsible for their own laptops/tablets.
- Question was raised regarding the timing of fire drills to ensure that they are not scheduled during exam times. The answer was that feedback is requested from teachers prior to the fire drill being organised.
- General discussion around classes receiving the same time frames to complete work and assignments. There is ongoing discussion with teachers to ensure that this happens.
- Issue was raised that there was concern regarding noise outside during exam time. Teachers to ensure that students aren't playing near Mary Mackillop Centre during exam time.
- Looking at signage at front gate to display "No Right Turn" at the exit gate to reduce traffic congestion and reduce the risk of student injury.

Meeting closed at 8.45pm.

Next meeting - Tuesday 1<sup>st</sup> May 2012.