



Parents & Friends Association



MINUTES

**Thursday, 21st March 2024
8:40am in the College Library (L04)**

NO	ITEM								
1.	<p><u>COLLEGE PRAYER</u></p> <p>Dear Lord, Bless us the people of Mandurah Catholic College, That we may be guided to do right each day and to seek your truth.</p> <p>Though we travel together through good times and bad Let us always remember the example of the Holy Family.</p> <p>Mary, Mother of God and mother to all, Help us to be as faithful a servant to God as you were. Joseph, Earthly Father of Jesus, you showed unconditional love, help us to love and care in this way also.</p> <p>Jesus, Son of God the Father, Watch over us.</p> <p>May our College be a place of Peace, Hope, Learning, Faith and Love. Amen</p>								
2.	<p><u>ATTENDANCE</u> Nicole Clulow, Troy Francesconi, Lisa King, Lorraine Kingham, Rikki Kohn, Paschal McCarthy, Steve Williams,</p>								
3.	<p><u>APOLOGIES</u> Deb Day, Alicia McCulloch</p>								
4.	<p><u>EXECUTIVE MEMBERS</u></p> <table border="0"> <tr> <td>Rikki Kohn</td> <td>President</td> <td>Deb Day</td> <td>Vice President</td> </tr> <tr> <td>Alicia McCulloch</td> <td>Secretary</td> <td>Stephen Williams</td> <td>Treasurer</td> </tr> </table>	Rikki Kohn	President	Deb Day	Vice President	Alicia McCulloch	Secretary	Stephen Williams	Treasurer
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5.	<p><u>GENERAL BUSINESS TO NOTE FOR LATER DISCUSSION</u></p>								
6.	<p><u>ACTIONS OF PREVIOUS MEETING</u></p> <p>6.1 WISH LISTS ACTION:</p> <ul style="list-style-type: none"> - Revisit the Wish List Lego (what is this for?) - Wish list items are due to be submitted prior to the Week 7 meeting <p>Outcome : This has been approved and paid. Wish lists will be reviewed at next meeting.</p> <p style="text-align: right;">COMPLETE</p> <p>6.2 WELCOME EVENT WRAP UP ACTION:</p> <ul style="list-style-type: none"> - Request for Music students to be made earlier. 								

	<ul style="list-style-type: none"> - Event Form to be looked at to ensure all stakeholders are notified. <i>Outcome –</i> <ol style="list-style-type: none"> 1. LK liaised with IT and Maintenance re form. Form was definitely lodged (LK has a copy), however, there is no history in the back end of Event Form lodgement data. No reason given other than a glitch. 2. Maintenance have requested that Maintenance Requests email not be used for requests. All requests are to come via a line manager. - Possibly a new model for the event. <p style="text-align: right;">COMPLETE</p> <p>6.3 EASTER RAFFLE ACTION: Boardroom to be booked for Easter Egg Wrapping. Outcome: Boardroom is booked all day for Tuesday, 26 March.</p> <p style="text-align: right;">COMPLETE</p> <p>6.4 STATIONERY LEVY ACTION: Lisa King to investigate the possibility of Stationery Levy Outcome: LK with working with JP regarding this.</p> <p style="text-align: right;">PENDING</p> <p>6.5 P&F SUB-COMMITTEES Work with MPR to work out EoI for sub committees –‘Do you like spending other peoples money and planning parties?’ Quiz night, Easter, Mother’s/Father’s Day etc.</p> <p style="text-align: right;">PENDING</p> <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 50%;">MOVED: Stephen Williams</td> <td style="width: 50%;">SECONDED: Nicole Clulow</td> </tr> </table>	MOVED: Stephen Williams	SECONDED: Nicole Clulow
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7.	<p><u>CORRESPONDENCE</u></p> <p>7.1 Inward</p> <ul style="list-style-type: none"> - 4 x funding requests - 11/03/2024 – CEWA - CEWA Endorses Catholic School Parents Australia as Peak Parent Representative Body - 06/03/2024 – CEWA - Review of Terms of Reference Catholic School Advisory Councils and Parents & Friends Groups - Quiz Night Donations. <p>7.2 Outward</p> <p>7.3 Acceptance of Correspondence</p> <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 50%;">MOVED: Lisa King</td> <td style="width: 50%;">SECONDED: Lorraine Kingham</td> </tr> </table>	MOVED: Lisa King	SECONDED: Lorraine Kingham
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8.	<p><u>PRESIDENT’S REPORT</u></p> <p>Not much has happened since our last meeting. Congratulations to the students on their ATAR results and to all the students who completed NAPLAN this week. Have a safe and happy Easter</p>		
9.	<p><u>PRINCIPAL’S REPORT</u></p> <p>CATHOLIC IDENTITY</p> <ul style="list-style-type: none"> • Staff Commissioning Mass - Saturday, 17 February. For all staff. New staff to the Bunbury Diocese were commissioned. • Primary School - First mass at the Parish – 15 March • Chrism Mass - Celebrated at St Patrick’s Cathedral – 21 March • St Joseph’s Feast Day – 28 February • St Patrick’s Feast Day – 20 March <p>EDUCATION</p> <ul style="list-style-type: none"> • Café Kaya - Grand opening on Monday, 18 March • NAPLAN 		

	<ul style="list-style-type: none"> • Y06 Student Leader Breakfast • High Achiever’s Lunches • Have Sum Fun (Maths) • Mock Trials <p>COMMUNITY</p> <ul style="list-style-type: none"> • Swimming Carnivals <ul style="list-style-type: none"> - ACC - ‘A’ Division - Primary A Division • Y11 Mother and Son Dinner <p>STEWARDSHIP</p> <ul style="list-style-type: none"> • Evacuation Drill • QCESR • Audit (Financial) • Tea with Troy
10.	<p><u>TREASURER’S REPORT</u> Please see attached.</p>
11.	<p><u>SCHOOL ADVISORY COUNCIL REPORT (To be Tabled)</u></p> <ul style="list-style-type: none"> • Additional member, Benjamin Jones (Co-opted). • Paschal McCarthy presented ATAR results to the Council. Each Term there will be a different Leadership presentation, ie, Term 2 Mary-Anne on Pastoral Care and Term 3 Lisa King on Fogarty.
12.	<p><u>WISH LISTS</u> To be reviewed next meeting.</p>
13.	<p><u>GENERAL BUSINESS</u></p> <p>13.1 Containers for Change (SW) SW enquired whether the College is involved in this. Discussion took place and explained the College does encourage and some staff take it on themselves to collect. There is an account with Containers for Change (maybe advertise this to families).</p> <p>The College has a newly established Sustainability Committee who is driving this space.</p> <p>13.2 Families and IT / Phone Set-Up with College APP etc Some discussion about some families still not understanding or knowing where to look for information. This tied in with Information Nights and low attendance. Discussion that maybe our families do not want more of the types of Information Nights offered but more information sessions on College App, where to get info etc with IT/MPR Staff.</p>
16	<p><u>FUTURE MEETINGS</u> Term 2 / Week 3: Wednesday, 1 May at 6.00pm</p>



TREASURER'S REPORT

Parents and Friends Association

Interim Report 21st March 2024

Banking Summary

Opening Balance General Ledger	14/02/2024	\$123,797.39
+ deposits		\$ 1,682.60
- payments		\$ 20,941.00
Combined Balance		\$104,538.99

Details of Deposits

Date	Details	Amount
28/02/2024	Michelle Campbell Easter Raffle Tickets	\$ 10.00
05/03/2024	Mikaela Palmer - Easter Raffle	\$ 10.00
06/03/2024	Alison Kennedy - Easter Raffle Tickets	\$ 10.00
07/03/2024	Easter Raffle Tickets	\$ 573.60
11/03/2024	Easter Raffle Tickets	\$ 490.00
14/03/2024	Easter Raffle Tickets	\$ 589.00
	Total	\$ 1,682.60

Details of Payments

Date	Details	Amount
01/02/2024	Ponies 4ao - Sundowner	\$ 990.00
01/02/2024	CSPWA - 2024 Affiliation Fees	\$ 6,637.80
05/02/2024	Transfer Seek Truth Award to P&F	\$ 1,000.00
14/02/2024	MTA - Lego P&F Wishlist	\$ 9,699.75
20/02/2024	Reimb Rikki Khon -Easter/Meeting	\$ 215.43
20/02/2024	Reimb Rikki Khon -Easter/Meeting	\$ 108.79
22/02/2024	Fu Gift Co - Mothers Day	\$ 1,055.82
27/02/2024	Reimb R Khon - Mothers Day	\$ 626.36
28/02/2024	Reimb R Khon - Mothers Day Stall	\$ 607.05
	Total	\$ 20,941.00

Total Financial Summary

TOTAL FUNDS	\$104,538.99
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Proposed Expenses for 2024		Actuals for 2024
Seek Truth	\$ 1,000.00	\$ 1,000.00
Art Exhibition Award	\$ 100.00	
Guest Speakers (Bi-annual budget \$10k year 1)	\$ 5,000.00	
Behaviour Tonics (Primary Night)	\$ 4,000.00	
CSPWA Registration	\$ 7,000.00	\$ 6,637.80
Welcome Event	\$ 8,000.00	\$ 6,980.00
Primary Playground	\$ 85,000.00	
Wish List Lego	\$ 11,000.00	\$ 9,699.75
Incidentals (Potential Projects)	\$ 4,000.00	
Storage Unit	\$ 2,000.00	
Meetings and P&F Incidentals	\$ 1,000.00	\$ 324.22
TOTAL	\$ 128,100.00	\$ 24,641.77

Our College is a learning community seeking truth by living out the Gospel values through the Catholic faith and by promoting the holistic and optimal development of each person”.