

**ST MARY'S CATHOLIC COLLEGE
FAMILY CONNECT
GENERAL MEETING MINUTES – 20 APRIL 2021**

Meeting opened 5.20pm

Attendance: Janine Papamichael, Paul De Boom, Samantha Currey, Joanne Atkinson, Robert Atkinson, Craig Blackburn, Irene Blackburn, Kristina Cannon, Lisa Galvin, Alison Krause, Wayne Wood, Cathy Zeiger, Peter Hume, Renee Grima, Jason Miller, Andrew McLean, Marina Dunstan and Michael Papamichael

Apologies: Carola Price

Acknowledgement of Country – Paul De Boom

Reflection – Paul De Boom

Minutes of previous meeting:

Moved by Kristina Cannon and seconded by Joanne Atkinson that the previous minutes be accepted as read. Motion passed.

Business arising from previous minutes:

- **Parent Portal Workshop** - Feedback received on workshop held in March was very positive and thank you to all College staff involved.
- **Choir Camp Sponsorship** – Members approved to financially support students in February who were attending the Choir Camp subject to receiving approved application form. An Executive decision was approved after reviewing the application form since that meeting to financial support the students attending choir camp to the value of \$3500. Moved by Marina Dunstan and seconded by Andrew McLean that this be reflected in the minutes. Motion passed.
- **Year 12 Early Exit Memorabilia** – CLT have discussed this further and have decided at this stage that the preference is that students receive memorabilia at the end of the year. Too many variables to consider if student leaves prior to end of school year but considerations could be made on a case by case basis.
- **Open Night** – Thursday 13 May 2021, 4.00 – 6.30pm, Family Connect members are asked to attend to help out on the night. Please email Janine times members are available to assist on the night, a roster will be drawn up and sent out. Any help will be greatly appreciated. Marketing material for Family Connect needs to be updated prior to the night – Wayne Wood will speak with Alison Krause about assisting with this.

Correspondence:

- **Social Cycling Funding Application** - Andrew McLean submitted a request for funding approval of organising a SMCC social cycling group and be part of the Cardiac Challenge Event – Cairns to Cooktown ride raising much needed funds for the Far North QLD Hospital Foundation. All members thought that this was a great initiative, but concerns were raised about insurance of riders on weekend rides. Further investigation and discussion to occur and Andrew will engage further with College and ask for Expressions of Interest from within the school community in forming this group.
- **Confraternity Rugby League Funding Application** – An application seeking funding was received to support the SMCC Confraternity Rugby League team. In previous years, Family Connect have supported students to attend this event and agreed to financially

assist. Moved by Janine Papamichael and seconded by Renee Grima that Family Connect financially assist with a \$2500 sponsorship. Motion passed.

- **QISSN Netball Funding Application** – An application seeking funding was received to support the SMCC QISSN Netball team. In previous years, Family Connect have supported students to attend this event and agreed to financially assist. Moved by Janine Papamichael and seconded by Kristina Cannon that Family Connect financially assist with a \$2500 sponsorship. Motion passed.
- **Family Connect Travel Assistance/Grant Sponsorship – Application for Funding Policy** – It was agreed that the current Policy needs to be reviewed and updated for more flexibility. Policy will be forwarded to all Family Connect members to review before next meeting.
- **CSPQ 2021 Invoice** – Invoice received prior to meeting, due 31 March so payment made. Moved by Janine Papamichael and seconded by Craig Blackburn that the payment made to CSPQ of \$5802.73 be approved. Motion passed.
- **CSPQ Parent Engagement Grants 2021** – Suggested that Family Connect could access funding to assist with creating a video about Immersion Day. Another idea suggested is to promote Family Connect within the school community – Who we are now, and what we are doing in the school community.
- **Volunteer Grants 2021** – Applications close 29 April 2021

Several opportunities are available for Grants, possibly an avenue to seek funding for the Cycling Group – Andrew McLean will follow this up.

Treasurer's Report:

Kristina Cannon presented Treasurer's report; approx. \$29,000 approved this year to date, including CSPQ Annual Levy (\$5800), Choir Camp Sponsorship (\$3500), Disability Stage Ramp (\$12000) and Outdoor seating (\$6925). Moved by Janine Papamichael and seconded by Bob Atkinson that the report be accepted. Motion passed.

SMCC Green Leaf catered at the recent Parent Portal workshop, an invoice for \$275 has been received and submitted for payment from Family Connect. Moved by Kristina Cannon and seconded by Marina Dunstan that this payment be approved Motion passed.

To avoid annual payments needing to be raised at monthly meetings for approval, it was agreed to add these items to the Annual General meeting agenda and preapprove for the following year so payments can be made promptly.

Principal's Report:

Wayne Wood presented his Principals Report to the meeting including an update on Staffing, HOB Update, Parent-Student-Teacher Interviews, Project Compassion, QCAA SMCC staff contributions, Strategic Priorities for Teachers, Pastoral Priorities and People of Welcome. Further discussion with Family Connect in regard to Pastoral Priorities will take place. Principal's report to be circulated with minutes.

Board Feedback: Welcome to new Board Chairperson, Jason Miller who was in attendance. Jason is very keen to be part of the Board and chair the meeting next week. Thank you, Jason, for attending our meeting.

Wayne Wood also mentioned that the Board have reviewed the Enrolment Policy, in preparation for the first round offers of Enrolment for 2022 being sent out on the 14 May 2021. Recently new Board members had a walk through the College to showcase various learning environments.

Diocese Feedback: Marina Dunstan provided feedback on the recent CSPQ Diocese of Cairns meeting held on 21 March.

Cathy's Council Corner:

- Windarra/Rigg Streets changes will occur, funding received but a few obstacles to overcome before work commences.
- Bursary Program information provided to SMCC.
- Repeated ongoing traffic issues in Stop, Drop and Go area, and surrounding areas, poor behaviour by motorists, Cathy will organise officers to visit site again. Traffic lights at intersection of Anderson Road and George Cannon Drive, it was asked whether the timing could be changed for a set period or on school days to allow more motorists to exit Anderson Road, very quick light change, may reduce traffic build up. Cathy to follow up and advise.

General Business:

- **Year 7 Communication** – Renee Grima acting as spokesperson for many Year 7 parents asked if teachers could support parents with more information regarding assessments, subject matter students have. Parents not coping with transition to High School from Primary School, where there was only one teacher to liaise with. Conflicting messages from students to parents. Current HOY has been communicating with parents but asked if teachers could provide more information. Wayne Wood appreciated feedback and College is looking at locking in a dedicated Year 7 Head of Year, for consistency each year.
- **School Finish Times** – Renee Grima questioned why the school times had remained changed for this year. Changes made originally for COVID-19 on the Wednesday and Thursday, but have continued, this is due to bus issues as well as staff timetables.
- **Open Night** – Family Connect support the Open Night at the school each year with a lucky door prize of a laptop computer to the value of approx. \$1500. Moved by Renee Grima and seconded by Craig Blackburn that this purchase be approved. Motion passed.

Reminder if any Family Connect members can support the Open Night on Thursday 13 May 2021 from 4.00pm – 6.30pm it would be greatly appreciated. Please provide times you can assist to Janine so that a draft roster can be drawn up by Friday (8 May) prior to Open Night and emailed out to members.

We are currently organising in conjunction with the school two parent sessions to attend in May (18 May) - an QCE/ATAR Information Session and a Guidance Counsellor workshop. Parents will be given the opportunity to attend either one on the night, and then in July will be able to attend the other session if interested. Once details have been finalised an invitation via Edsmart will be emailed out, please respond as attendance numbers are required. College staff will also organise catering.

Next General Meeting will be held on the Tuesday 15 June 2021.

Meeting closed at 7.06 pm.

Secretary: Janine Papamichael