

**St Raphael's School Education Board**  
**Tuesday 17 October 2017 at 7pm**

Attending: Damian Howard, (Principal)  
Jeremy Richards (Chair)  
Tracey Pace (Secretary)  
Filippa Brugliera (Treasurer)  
Carol Coloe (Building/Landscaping)  
Fiona Garnham Grants/Funding)  
Andrew Aquilina (Grants/Funding)  
Liliana Varvarigos (Fundraising)  
Sally Di Martino (Fundraising)  
Pauline O'Connor  
Franco Costa

1. Apologies: Fr Benneth Osuagwu  
Paula Moussa (Marketing)

2. School Report (Damian)

- Confirmation that Fr Benneth is unfortunately leaving St Raphael's in January 2018. Both the school and the SEB acknowledge the positive contribution and impact Fr Benneth has had on the students and the school as a whole. It is very sad to have to bid him farewell but we certainly wish him all the best in his new role. Fr Simon Grainger has been appointed parish priest and will likely take over from late Jan 2018 and we look forward to welcoming him to our school community.
- Uniform change presented at assembly. Special thanks and recognition to the uniform shop mums, who have done a great job of sourcing the uniforms. The "parent voice" of these volunteers was most important in arriving at the decision to update the uniform.
- Year 5/6 School Camp - 2018  
Teachers spent time on the school holidays, exploring various locations. Plan is to run a Leadership Camp early in the year - 1 night (Queenscliff)  
A second camp would take place later in the year. The Melbourne Experience – 2 nights, would form part of the Civics and Citizenship module of the curriculum.  
Note: Camp Rumbug to remain – in alternating years.
- Staffing  
Annie McNaughton stepping away from PE. Hire of new PE teacher about to take place.  
St Raph's is in a fortunate position – student numbers are increasing in 2018.  
Foundation 2018 – currently 45 enrolments  
Net 285 for the whole school versus 268 this year.  
Projection for 2019 is to have 300 students.
- Fee increase in 2018  
Message to be communicated to parents with regard to the increase (before the end of the year). Note – fees did not increase in 2017.
- Parent info night – Christine Daicos. Monday 23rd Oct 7pm  
Resilience in kids. Coping with adversity. Social and emotional wellbeing of the child. SEB supports the schools approach to helping develop resilience – particularly in this day and age.

3. Outdoor Learning Space Redevelopment Update (Carol)
  - Stages 1 & 2 complete – has been fabulous for the kids, contribution of the parents was huge. Carol's efforts have not gone unnoticed. Thank you Carol!!!
  - Breen Street mural to be completed. Competition is going to be organised by the Year 6 Leaders to design this. Artist will be guided by the winning entry.
  - Stage 3 – hopeful that Plans will be locked in this term  
Biggest learning through Stages 1 & 2 is how much time is required to plan, seek quotes etc before implementation takes place.  
Fund raising will continue to take place in 2018.  
In terms of Outdoor Learning Space - Special mention and thanks to Catherine Talarico and Aldo (Liliana and Orlando's nonno) for taking the time to build a chook shed for the schools newest recruits!
4. Treasurer's Report (Filippa)
  - Official reports attached to these Minutes.
  - Father's Day and Bunnings Sausage Sizzle made a great contribution
  - Year to date - \$26,925 of fund raising.
  - Current Bank Account Balance: approx. \$18,000
5. Grants (Fiona & Andrew)
  - Leader Community Grants win! Well done to Andrew and Fiona for organising this application and the school community for voting! There were 326 applicants and only 26 winners - \$1,000 straight to the Outdoor Learning Space!
  - Darebin Council's Octopus program. Staff member to liaise with Council to develop safety of kids traveling to and from school. Damian has applied for a Breen Street crossing and the redevelopment of the Breen Street nature strip.
6. Fundraising (Liliana & Sally)
  - To be renamed the St Raphael's Community Events Group
  - St Raph's Kitchen in 2018 is being explored and a calendar to be developed in consultation with parents and Catherine Talarico. Note – the St Raph's Kitchen mums have been fabulous – their time and effort is much appreciated by students, staff and the parent community.
  - Doctor Pizza has offered to run the pizza oven once per term.
  - Comedy Night – 17<sup>th</sup> Nov. Will promote Happy Hour, raffle a couple of tickets at the Bush Dance. Promotion to be ramped up.
7. IT (Damian)
  - Introduction of Seesaw – to potentially be rolled out in Term 1, 2018.
  - IT upgrades across the school will need to be explored in 2018.
8. Other business:
  - Local Bendigo Business Bank, link to Preston Market. Slowly building a network of resources. Andy Walsh has been a great referrer.
  - St Raph's Alumni... discussion with Tony de Bolfo... touching base with former students of the school... bringing them back to the community.  
Damian and Pauline to work on an approach to make this come together – with the use of social media. Note – appears a Facebook Group exists today, with former St Raph students.
  - Camp Australia - doorbell issues. This is being explored – potential magnetic gate or alternate entrance.
  - Tracey raised the question of "Health and Human Development" and what is/isn't included currently.

Damian to discuss in greater detail with principal of Holy Name who we understand is hosting an external provider of this information – to kids and parents (??) – out of hours and completely optional.

Meeting closed at 9.30 pm

**Final meeting for 2018 : Tuesday, 5<sup>th</sup> December at 7pm**

## Treasurer's Report (for SEB meeting on Tuesday 17<sup>th</sup> October 2017)

Prepared by Filippa Brugliera

A summary of the funds raised is shown below:

EVENT	FUNDS RAISED
Sushi Days (external) (x5)	\$1,440
Piccolo's Bakery (external) (x2)	\$323
Baker's Delight (external) (x2)	\$409
Two boys lunches (external) (x4)	\$445
St Raphael's Kitchen (x6)	\$2,070
Vintage Car Community Day	\$2,691
Second hand uniforms	\$251
Kid's Disco	\$1,125
Mother's Day Stall and free afternoon tea	\$950
Uniform shop donation	\$10,000
Entertainment Books	\$574
School Building Fund Donations	\$1,850
Movie night	\$1,172
Father's Day Breakfast and raffle	\$1,277
Bunning's Sausage sizzle	\$2,348
<b>Total raised to date:</b>	<b>\$26,925</b>
<b>Funds used for:</b>	
Landscaping (Breen St entrance)	\$812
Uniform shop donation	\$10,000
Fencing and gate upgrades	\$3,198
School Building Fund	\$1,850
<b>Total to School (2017- to date)</b>	<b>\$15,860</b>

**The current bank balance (NAB Account held with Catholic Development Fund) is \$18,866.97.**

Outgoings from 16<sup>th</sup> August to 17<sup>th</sup> October were \$951.18  
Incomings from 16<sup>th</sup> August to 17<sup>th</sup> October were \$5698.50

### **Signatories to the account (at 17/10/17)**

Filippa Brugliera (Treasurer), Tracey Pace, Liliana Varvarigos, Father Benneth (Parish priest)

### **Changes in progress (2 email requests but no progress since last meeting):**

Add Damian Howard (Principal) as signatory, Lynette Gamble to view accounts online and correct Tracey's email address on account.