Meeting Minutes 21st October 2014

Meeting open: 7.05 pm

Attendance: Lee Sternberg (President)(Yr 9), Suzanne Kavanagh (Principal), Liz Kayrooz (Deputy Principal), Melani Bernes (Vice President) (Yr 9), Annaliza Oliva (Treasurer) (Yr 9), Andrew W (Yr 7); Carmel D (yr 9 & 7); Trish De Pomeroy (Secretary) (Yr 9).

1. Welcome from President and School Principal
2. Meeting opening prayer
3. Apologies: nil

4. Confirmation of Minutes of previous meeting.
   Proposed: Liz Kayrooz
   Seconded: Lee Sternberg

5. Business arising –
   a. Minutes – Secretary updated, Hyperlink to be included from newsletter to P&F minutes within the P&F tab on the website to enable the wider parent community access to these minutes.

Action – Liz Kayrooz to follow up

b. ICLT - Suzanne has been researching devices that may be suitable for students. East Gosford is trialling Chrome book. A possible option is for Yr7 2016 start with this and upgrade in Yr 9. Consideration needs to be made to ensure this option is viable for all families. Discussion noted that these devices have a limited life until they’re superseded.

Students have been surveyed on the type and availability of IT devices at home – this will assist with determining the type of device selected at school. Suzanne will be meeting with chair of the ICLT committee to review these results. MCC will continue to provide internet access and maintain the school server. Students’ families would be required to supply their own device. Students currently save on the school server and backup their work onto a USB or email to their home email address. Suzanne is uncertain about whether remote access to school server will be arranged. In the future the only thing supplied by the CSO will be the internet access. MCC will also look at hire purchase plan to assist families who require this option.

Membership of the ICLT Committee comprises – an IT technician, staff skilled in Edumate, teacher/librarian (ICLT co-ordinator), various interested staff. Once there is more clarity about what the CSO is going to provide, results of trials and available options. Expressions of
interest from parent representatives will be sought in early 2015 to be invited to the Committee.

c. Canteen healthy food options – we meet the requirements of the healthy schools guideline criteria – for example: pies are reduced fat, salads and sushi is provided. Slices are available in small portions, however, the approach is to educate students about healthy choices rather than ban sweet options as these are readily available at many shops on the way to and school anyway. The Committee agreed to close this item.

d. Contribution by the P&F to the cost of the shade sails. Sails will provide shelter from the sun and light rain from the chessboard to the balcony to cover the stairs. Suzanne has provided quotes and is requesting the P&F fund the cost of the sails: $20,500. Sails have been ordered, pylons constructed in the next week and will be erected soon after. The existing sail (erected in 2007) needs repairs and this will occur at same time.

Proposal: Suzanne Kavanagh: That the P&F contribute the full amount of $20,500 to provide and repair the sails.

Seconded: Allene O

Passed unanimously

e. MCC 125 Celebration – gala dinner date has been set 13th June 2015. All girls will receive a commemorative badge. Suzanne is gathering history. The student diary for 2015, and a section within the yearbook has been designed to commemorate the 125 yr anniversary. Suzanne is attempting to arrange a public reception for civic recognition and has the support of Willoughby Council however the council doesn’t have the funds in their budget for this. However, they are open to ongoing ideas for how this might be achieved. Suzanne is establishing an ex-students database to develop the contact network for this event and in the future.

Parent support – SK asked whether we open the gala dinner to current parents as well as past students and teachers? Lee S suggested we revisit this next meeting once the invitees - ex teachers and students have responded and the invite the present parent community if more spaces are available.

6. Correspondence – Nil

7. Treasurer’s report

Allene O tabled the Bank reconciliation as of 17 October 2014: $40,237.70.
Mothers’ Day financials have been included.
Deposit for cocktail night next year has been paid.
One more P&F levy to be deposited this year in December 2014, prior to the school holidays.

Action – Lee S would like to do a cost breakdown of each event to provide an itinerary for future events and table the spreadsheet at the next meeting.
8. Principal/ Vice Principal’s report and discussion
   a. HSC – is going well so far. Today’s Modern history feedback was that questions were a bit narrow. Apart from this, feedback has been that the papers have been quite reasonable.
   b. Activities Club – the history is that this was started to run the sporting activities for the students representing MCC. This is an incorporated group and is designed to run independently of the school. It has been difficult to obtain parent commitment to the Executive. Unfortunately now the Activities Club is at crunch time Suzanne is organising a meeting on 27 November 2014 to seek volunteers for this parent executive committee – President / Vice President / Treasurer/ Secretary. At least 3 of these positions plus one parent to convene each sport is required – without an Executive however, the club will fold and there will be no MCC school sport teams. Suzanne will send an email to the parent community about this. Lee S suggested sending a précis of what’s involved, however without an Executive the Activities club cannot continue.
   c. Update to Privacy laws – in March 2014 the laws were tightened and penalties increased significantly. The impact for the P&F is that we need to be clear that we only use the information for the purpose it was provided – for example the social event it was collected for and only accessible to persons who have control of this information. Will follow up with new parents to ensure permission is obtained. Melani B suggested something specific be written on the year co-ordinator list and provide them with guidelines. Suggested that something be added to privacy policy. TDP suggested that CSO may have something already drafted by legal and if not perhaps they could supply some guidance as all schools in the diocese will need to follow a consistent approach.
   d. Year 9 and 10 are doing an exam block with study time in between each exam. This has been the process for the last 3 years. The timetable will be coming through shortly for students. Yr 9 do these exams and stay at school. Yr 10 with signed permission can go home after each exam.
   e. Friday 14th November 2014 – new parent orientation night. Year 9 students need to attend

9. President’s report and discussion
   a. Past events –
      i. Fathers’ day – speaker was excellent, food choices was successful. Moving the location of the speaker to the centre addressed the sound issues and the banner in the centre behind was excellent.
      ii. Yr 12 graduation – was a great success. Carmel did an excellent job preparing the food. Yr 10 food tech girls were an excellent help. The chocolate fountain and fairy bread were a great success – a good theme to keep the afternoon light and with a tea party vibe.
   b. PA – Lee has suggested a name change to better reflect the inviting and familiar nature of this Committee. This will also make the Committee’s title consistent with the bank account title.

10. General business
    Nil
    • Next meeting : AGM
    Meeting closed: 8:00 pm