



FEDERATION
of Religious Institute
and Ministerial PJP
Catholic School Authorities
in NSW and ACT

Minutes of the Meeting of Councillors held at 2 Thames St., Balmain NSW
on 6 March 2019 at 10am

Present: Br Paul Oakley (Chair)
Kitty Guerin (Secretary and Councillor)
Paul Mastronardi (Deputy Chair)
Marita Winters (Councillor)
Frank Malloy (Councillor)
Leonie Keaney (Treasurer)

In Attendance: Greg Smith (Executive Officer)

Welcome: Br Paul welcomed those present.

Agenda Items -

1 - Apologies: Nil

2 - Acknowledgement
of Country: Br Paul acknowledged the traditional owners of the land on
which the meeting took place.

3 - Prayer: Kitty led the meeting in prayer.

4 - Conflicts of Interest: In response to enquiry from the Chair, no person present
declared any conflict of interest in relation to any agenda
item or other matters relating to the Federation.

5 - Section 127
Corporations Act: In response to enquiry from the acting Chair, the
Executive Officer reported that since the last meeting, no
documents had been executed in accordance with Section
127 of the Corporations Act.

6 - Previous Minutes: RESOLVED that the minutes of the meeting held on 26
November 2018 be adopted.

7 - Business Arising
from the Minutes: **Catholic Schools NSW (CSNSW) Service Offering
Survey** – The Council considered the paper presented by
the Executive Officer and provided input for its revision.
The Chair referred to his meeting with Bishop Randazzo
during late 2018, advising that he had been well received,
and that the Bishop had indicated his openness to
developing a relationship with RI/PJP schools.

Education Policy Committee Meeting Frequency –

Kitty informed the meeting that the Committee had agreed to retain the current meeting schedule but that they would dispense with one meeting each term should there be insufficient business to progress.

Directors’ & Officers’ Insurance – The Council noted the copy of the current policy, provided as requested.

PIT Scores – Recurrent Funding – Greg advised that advice from AGDET to schools was not expected until July 2019.

Bank Signatories and Commbiz – Greg advised that finalisation with the bank was pending.

Executive Officer Contract – The Chair informed the meeting that the contract for 2019 had been finalised.

8 – Correspondence:

Nil

9 - Website:

Greg reported that the site’s development was progressing slowly and that he would report further developments to Councillors.

10 – Espirito:

Greg reported that an issue was planned with a focus upon the work of the Education Policy Committee.

11 – Education Policy Committee:

Kitty reported that work had been progressing on the Principals’ forum, planned for 8 April 2019, and that a meeting with Sydney Catholic Schools was to be arranged to take place prior to the retirement of Dr Dan White.

The Council noted the draft minutes of the Education Policy Committee meeting held on 1 March 2019.

16 – Executive Officer’s Report:

Greg reported on the following matters:

- The financial summary and cash flow showed the Federation to be in a sound financial position.
- All documentation was to be forwarded to the auditors prior to the next meeting, for completion in advance of the annual general meeting.
- All insurances had been renewed at existing levels.
- The issuing of members’ subscription notices for 2019 was awaiting publication of 2018 school enrolment data on the MySchool website, and that 2017 data may need to be used should there be any further delays by ACARA.

17 - Other Business: Greg undertook to communicate with the Gonski Institute to introduce the Federation and seek participation in future events that they may hold.

18 - Next Meeting: Wednesday 5 June 2019 – Balmain

Closure: There being no further business the meeting closed.

Read and Confirmed as
a true and correct record

Chair

Dated

ACTION ITEMS

Minute 7	Survey of Schools' Requirements from CSNSW	CSNSW
	Meeting with Bishop Randazzo	Br Paul
	Meeting with CSNSW	Br Paul, Kitty, Greg
	PIT Scores	AGDET
	Commbiz	Greg
Minute 9	Website	Greg
Minute 10	Espirito	Greg
Minute 16	2018 Audit	Greg
	Subscriptions 2019	Greg
Minute 17	Gonski Institute	Greg