

Annual Report



2017/2018

A word from the President and Vice-President

The 2017/2018 academic year saw the Help Us Grow (HUG) Association of St Francis College (the College) firmly establish itself as an important part of the College community. It makes sense therefore to start this report by thanking the many parents, teachers and staff of the College who are devoting their time, money and effort to making this possible.

We have been overwhelmed by the level of support our programmes have received. Of particular note is the incredible response to the appreciation initiative for maintenance staff during the festive season. In addition, the various tuck shops – often accompanied by a raffle – which have been organised to complement school plays and other events, have been generously supported.

Consequently, we are pleased to report that our finances continue to be very healthy. This year we have raised a total of R\$ 292,327 and contributed a total of R\$ 81,936. This leaves an impressive R\$ 210,391 in our current account and we are currently exploring how better to keep this amount invested.

The HUG Executive Committee continues to meet monthly to oversee the running of the association, and to discuss existing programmes as well as ideas for new programmes.

This year we were delighted to expand HUG's programmes to include an Appreciation Programme for all of St Francis staff, a Work Shadowing Programme for DP1s and the early stages of HUG International, which plans to help to welcome new international families to the school.

Existing programmes have gone from strength to strength, including Drama, Sports, Young Entrepreneurs, Workshops and Social.

We invite you to read on to find out more.

We continue to look for self-motivated parents who would like to involve themselves in any of these areas and help us take these programmes to another level. If you would like to become involved, please be in touch!

We look forward to another fruitful year, all joined together on one campus.

Oliver Hudson
Parent
HUG President



A handwritten signature in blue ink that reads "Shirley Hazell".

Shirley Hazell
College Principal
HUG Vice President



Financials

HUG's finances continued to be administered by parent and executive committee member Denise Coopman, whose tireless efforts – that often go beyond her official role as Finance Officer – mean that HUG finances are professionally managed. In addition, HUG continues to work with EP Contábil as its accountant.

Following the system approved last academic year (2016/2017), all purchases are approved by three members of the HUG Executive Committee before payment.

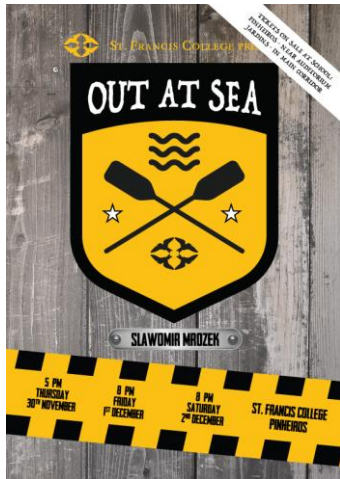
The 2017/18 accounts and budget for the 2018/19 are below (in Brazilian reais). Both were approved by the Annual General Meeting that took place on 5 June 2018.

Receipt of Funds :		Use of Funds :	
	Amount	Allocated	Spent
Opening Funds:		Programs:	
Yearbook 16/17	22700	Primary Play	25356,38
Primary Play	8450	Secondary Play	10999,23
Secondary Play	703,24	Cocktail	7800
Other	44706,96	Yearbook 16/17	22700
Total Opening Funds:	76560,2	Yearbook 17/18	31000
Projects (Funds Received):		ADM Appreciation	17900,03
Cocktail	7800	Sports	191,9
Out at Sea (Ticket + Tuck Shop)	9695,99	Alumni Social	0
Associates Fundraising	1200,01	Young Entrepreneur	0
Donors	108480	Parental Workshop	3332,25
Hawk Shop	3000	Charity	0
Interest Received	955,17	Total Programs:	73054,24
Sports	191,9	HUG Operations	
Workshop 22/08	2359,07	Bank Fees	0
Workshop 28/09	973,18	Accountant	0
Sponsorship Primary Play	1200	Establishment of HUG	0
Sponsorship Secondary Play	600	Digital Certificate	0
Yearbook 17/18	31000	Rede Fee	0
ADM Appreciation	17900,03	Total Operations:	8882,56
Bazaar	14705,56	Total Use of Funds:	
Matilda (Ticket + Tuck Shop)	15706,38		81936,8
Total Projects	215767,29		
Total Receipt of Funds:	292327,49		
Cash at End Of Year			210390,69

HUG Programmes

College Plays

HUG's involvement in the College Plays, continues to be an important part of our year. This year Luciana Belli coordinated efforts to sell tickets for both the Primary (Matilda) and Secondary (Out at Sea) plays – resulting in a full house every night.



The money raised from ticket sales is used to offset production expenses (staging, costume hire, light and sound etc).

In addition, a committed group of parents and teachers worked hard to source (often from generous parents who donated items for sale) and sell refreshments during both plays, adding important revenue. During Matilda we also sold books related to the play due to a partnership with a parent bookstore. This kind of commitment is felt by the children involved and helps make the experience even more special for them.



Sports

Led by Valeria Berlfein, the Sports Committee has worked hard this year to understand how to best match parent and College interests. Valeria and her team have had regular meetings with the College sports department and developed a strategy that they think would best serve the school (based on the questionnaire that was sent out and the involvement of the sports team). This was presented to Senior Management at the end of this academic year, where it was agreed that HUG Sports needs to focus on generating parental interest and support during extra-curricular games – we therefore encourage all parents to support their children during matches.

The Sports Committee also organised for Fernanda Venturini, the Olympic volleyball player, to visit the school and share her experience with secondary students and parents. She talked about the challenges of her career and how we must be persistent to reach our objectives. The response from students – with many asking questions – showed how much they enjoyed her presence.



In addition, HUG Sports worked with a graphic design agency to design flags for the school gymnasium – featuring the House logos, the school’s logo and the Hawk mascot. These have now been put up and are sure to help develop an even greater sense of team spirit amongst our children.



College Yearbook

HUG was happy to be asked by the school to be the financial vehicle by which money for the College Yearbook is collected. Christina Karam worked tirelessly to ensure that a total of R\$ 30,500 was raised, ensuring that each student received their own copy of this important memento of their school career.

Young Entrepreneurs

The young entrepreneurship programme, led by parent and entrepreneur Craig Bell and St Francis College Member Veronica Kang-Portillo, continued to evolve with new students joining the group to learn the basics of entrepreneurship and existing students continuing to develop a central business idea, namely and a sustainable urban garden. Several students attended a multi-school entrepreneurs weekend at Chapel where one of the St Francis groups won the best project, a point of pride for the group!

Work Shadowing

HUG Work Shadowing was a new programme for HUG and came about as a result of a group of committed HUG parents led by Veronica Devoto Blanco & Vivian Bradshaw Rocha. 16 DP1 students were given the opportunity to gain invaluable work experience in January 2017. They were placed in different industries ranging from media, to consumer products, to healthcare, to hospitality. Aside from understanding what it means be part of the workforce, the experience is useful for the students as they apply to universities, which increasingly look for student participation in initiatives such as this when deciding to make an offer. Students also attended two preparatory workshops led by Tatiana Loesch from Itaú about dress code, behavior standards and how to prepare a CV.



Social

In June 2017, the first HUG cocktail was held. We welcomed over 150 parents and staff for an evening of good music (from the teachers' band the Internationals), fine food and drink and excellent company. A raffle was held which helped pay for the event with a huge number of prizes donated by a wide range of individuals and companies. The evening encapsulated what HUG is about – bringing the community together. We look forward to making this an annual event.



Workshops

The HUG Workshops got off to a great start in the first semester, which saw two workshops take place on child development.

The first focussed on Positive Discipline, led by the expert Fernanda Lee. Attendees had the chance to learn and participate in small group discussions on how we can rethink and improve the way we teach our children to become responsible, respectful and resourceful members of their communities. The second workshop was delivered by Adriana Friedmann, an expert in childhood development. Together with Adriana parents discussed the theme of “Childhood today: Understanding children to help them face new challenges”. We also arranged for a specialist healthcare practitioner to come to talk to parents about the childhood condition of lice. We had thought this would be of interest to parents given the school receives many enquiries about the subject, however the event was eventually cancelled due to lack of interest.

We will continue to search for interesting speakers as we believe this is one of the best ways of bringing the community together.



Appreciation

Another new programme for HUG this year has been the Appreciation Programme. We organised three events, with the objective of showing the parent body's appreciation to the staff of the College. There were two teas – one for the teaching staff and one for the administrative staff, and we also collected almost R\$18,000 to buy holiday hampers for staff from the maintenance, kitchen and security departments. The sentiment behind the programme was well received. We will therefore make this programme a permanent HUG programme and we will seek different ways of communicating our appreciation to the College staff, all of whom work so hard and enrich our children on a daily basis.



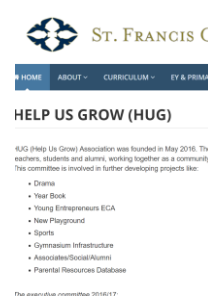
Charity

This year HUG was approached by secondary students to purchase art materials for a project between St Francis and Godofredo Public School. The project was to paint the school court. A student presented their ideas to the HUG executive committee and we were happy to support this.

In addition, we organised a successful raffle and tuck shop during the December Bazaar – we are very grateful to the many parents and business that donated items to be raffled. This raised a considerable amount of funds, of which 10 per cent was donated to charity in July 2018. The detailed information will be available in the next report.

Communications

Communications continues to be an area that we want to improve on. This year we sent out a newsletter each semester, but we would like to increase the regularity of this. In addition, we made presentations to all parents at the start of the academic year about what HUG is and a summary of our main activities. The feedback from these presentations was positive, and we believe this channel of communication should be maintained going forward. We continue to have a page on the College's website: <http://www.stfrancis.com.br/Content/Index/10>.



Focus Areas for 2018/2019

Aside from improving our communications, in 2018/2019 we would like to focus on growing alumni support, welcoming international families and using our resources to further support charitable causes.

Executive Committee and General Assembly

Elected by the General Assembly, the Executive Committee is the executive and administrative body of HUG and meets monthly to agree initiatives and execute its functions as approved by the HUG General Assembly, which takes place annually around June of each year. As well as the five members of the Executive Committee, the Primary and Secondary heads are also present at the monthly meetings to ensure the school is fully involved with all elements of HUG.

The Executive Committee is composed of a minimum of two and a maximum of five members who are elected for a period of two years. The 2017/2018 Executive Committee was elected in a meeting of the HUG assembly in June 2017 with Oliver Hudson, parent, as President; Shirley Hazell, College Principal as Vice President; and Denise Coopman, Lica Melzer and Maria Zanforlin, all parents, as members.

Lica Melzer's two year mandate expired in 2018 and she did not want to stand for re-election and Maria Zanforlin left the Executive Committee due to personal commitments. We are very grateful for all their efforts, and look forward to continuing to count on their support.

On 5 June 2018 the annual general assembly took place. Luciana Nascimento Belli and Tereza Machioni were both elected to the Executive Committee for 2018/2019. We are delighted to welcome them to the Executive Committee and their election reflects their incredible efforts since the inception of HUG. For full contact details of all members of the Executive Committee, please see the following page.

Contact Information

Below are the key members of the HUG team. Please feel free to contact us if you want further information or to support our initiatives:



Oliver Hudson
President
HUDSONOLIVER@HOTMAIL.COM



Shirley Hazell
Vice President
OFFICE@STFRANCIS.COM.BR



Luciana Belli
Executive Committee
LUNASCI@HOTMAIL.COM



Denise Coopman
Executive Committee
denisecoopman@gmail.com



Tereza Machioni
Executive Committee
machionitt@gmail.com



Valeria Henriques
HUG Sports Programme
val_berlfein@me.com



Craig Bell
Entrepreneurship Programme
craig@delicari.com.br



Andres Suarez
Head of Secondary
Secondary School Liaison
andres.suarez@stfrancis.com.br



Carolina Giannetto
Head of Early Years and Primary
Primary Liaison
carolina.giannetto@stfrancis.com.br