

Prayer Before the St. Andrew's Board and P & F AGM

Lord, before I go into this AGM,
I place myself before You,
for You are filled with beauty and light and care
deeply about me.

Help me to listen, before speaking.
Help me to respect and understand the opinions of
others.

Help me to value and appreciate those I am about to
meet.

May Your light enfold me.
May Your Spirit guide me.
May Your grace abound in me.
I make this prayer through Christ our Lord. Amen.



ST ANDREW'S CATHOLIC PRIMARY SCHOOL CLARKSON

SCHOOL BOARD ANNUAL GENERAL MEETING

WEDNESDAY 15TH NOVEMBER, 2017

1. MEETING OPENED:

2. PRAYER: Mr Sam Fontaine

3. WELCOME: Ms Gwen Carroll

4. APOLOGIES: Bede Callaghan

5. MINUTES FROM 2016 ANNUAL GENERAL MEETING: Ms Gwen Carroll

6. REPORT BY SCHOOL BOARD CHAIRPERSON: Ms Gwen Carroll

7. REPORT TO SCHOOL COMMUNITY, PRINCIPAL: Mr Sam Fontaine

8. BUDGET 2017 PRESENTATION TO SCHOOL COMMUNITY: Mr Sam Fontaine

9. ELECTION OF BOARD MEMBERS

Ongoing: Gwen Carroll
Glenn Barrie
Stuart Pestana
Serena Spadaro

Nominees: For 3 Vacancies
Jo Zanolli
Jen Lynch
Aideen Pelc

10. REPORT ON CURRENT STATUS OF BOARD MEMBERSHIP

P&F Representative: TBC

Parish Representative: Mrs Nancy Enriquez

(School Board elects their own Chairperson, Secretary and Treasurer.)

11. CLOSING PRAYER: Mr. Sam Fontaine.

12. MEETING CLOSED:

AGM 2018- Wednesday 14th November 2018 6.00pm P & F / 6:30pm Board

St. Andrew's Catholic Primary School

School Board

Annual General Meeting

Date 16th November 2016

Meeting opened: 6:25

Present:

Fr Robert Carrillo
Fr Israel Quirit
Sam Fontaine
Fintan Archer
Warren Smith
Nancy Enriquez
Sally Young
Larissa Rodoreda
Melanie Boschin
Melinda Leedham
Bede Callaghan
Serena Spadaro
Sam Spadaro
Aideen Pelc
Jacinta Puca
Susanna Lo Faro
Danielle Wildman
Jennifer Colyer
Tricia Ryan
Jo Zanolli

Jessica Rapley
Alison Campbell
Gwen Carroll
Jennifer Lynch
Iwona Kazmierzak
Sarah Zjacic
Natalie Belcastro
Danielle Baldock
Sara Hamilton
Allyson Wilson
Claire Morgan
Sandra Brown
Zac Waddell
Vincent Mesiti
Kate Mesiti
Sharon Safsham
Stuart Pestala
Narelle Pestala
Lesley O'Neill
Jacqui Durtonovich

Muzzie Rafferty
Julie McMillan
Caroline Quintal
Danielle Pozarowszczyk
Mary Harvey
Jo Ann Dennis
Lisa Walsh
Anne Phillips
Karen Young
Marion Kenny
Dawne Peacham
Emma Greaves
Lisa Stokes
Rachel Scaf
Kym Kilgallon
Shannon Redding
Leanne Stainton
Nicky Jaschinsky
Michelle Hendry

Apologies:

TBC

Minutes from previous 2015 AGM:

Attached

Proposed: Tricia Ryan

Seconded: Muzzie Rafferty

Report to the school community, Principal, Sam Fontaine:

Attached

Report by the School Board Chairperson, Kate Mesiti:

Attached

Budget 2016 presentation to the school community, School Board Treasurer, Bede Callaghan:

Attached

Election of board members for 2017:

No election required.

Outgoing Board members: Kate Mesiti, Nicky Jaschinsky, Trish Ryan

Ongoing Board members: Bede Callaghan, Michelle Handry, Leanne Stainton, Serena Spadaro, Jo Zanolli

Incoming Board members: Stuart Pestana, Glenn Barrie, Gwen Carroll

Report on current status of Board membership:

P&F Representative: To be nominated at first P&F meeting in 2017

Parish Representative: Nancy Enriquez to continue in this role

Other business:

Thanks to Jen Colyer for supplying treats for the meeting!

Meeting closed: 6.45pm

Next Annual General Meeting: Wednesday 15th November 2017 6.30pm

Board Chair Report 2017

I was approached by Sam towards the end of last year and asked if I would consider nominating for the position of Board Chair. He'd indicated that compared to my previous role at the school of secretary to the P&F there would be nothing to it.

Well...within the first few months I was advised that the Board had to participate in a performance review for Sam, a formality for all principals in their third year at a new school. I definitely don't remember this being mentioned Sam!!

The outcome of this I am pleased to say was that Sam was granted another five year contract by the CEWA, so congratulations to you Sam. I'd also like to take this opportunity to acknowledge the close relationship I have formed as Chair with Sam. His enthusiasm and dedication is evident and I wish you the best for your remaining years at the school and look forward to seeing where your vision takes us all.

So my role tonight is to offer thanks to some very special people.

To my fellow Board members I would like to thank you for your dedication and commitment to our school. It's no easy feat juggling work and family commitments with your commitment to the school, so thank you for your support and contributions over the year. To Bede and Jo, our treasurer and secretary, your roles come with an extra work load which needs to be acknowledged.

I'd also like to mention Bede again. He has been on the Board for 6 years and stands down as both treasurer and Board member today. Thank you for your dedication to the school. What are you going to do with yourself every third Wednesday of the month after this?! I'd like to offer a special thanks also to Jen Lynch and Nancy Enriquez who are on the Board as our P&F and Parish reps – which means double the meetings for them as they keep both groups updated. Thank you both for your commitment.

Thanks also to Sam, Warren and Fintan who attend the Board meetings each month and whose sage advice, wisdom and experience is invaluable.

I'd like to thank the P&F who work in conjunction with Board for the betterment of our children. It's been good to see under Sam's stewardship the closer linkage between the P&F and Board and I hope that we can continue to work together to make St Andrew's the school of choice for parents.

This year the school celebrated its 20th year. It's been a real pleasure and honour to have been involved with these celebrations. I was delighted to be present for the open day and participate in the mass. Sam will discuss more of the wonderful highlights of our school community but sadly we say good bye to some of our St. Andrew's family.

First and foremost I must acknowledge the wonderful service and dedication of Mrs. Judith Birchall, Our Special Education Assistant and LOTE Teacher for the past 6 years. We will miss her joviality, professionalism and friendship and wish her well in her new appointment.

We say farewell Caryn Tenney. Caryn returned from Parental Leave this year and now will be working in the country. We thank her for all that she has done for the students this year and wish her much happiness in her future endeavors.

We say a sincere thank you to Mrs. Rebecca Kerridge, who has completed 3 terms as our Year 5 Teacher. It is always difficult to assume the responsibility of a class during the school year and Rebecca has performed very well in this endeavor. We all wish her well for the future.

We welcome back a number of staff who have been on parental leave. They are Melissa Di Chesere and Brooke Allen. We wish them all a warm welcome as they re-join the school community of St. Andrew's.

Thank you to all our dedicated staff, your contributions are very much appreciated and we look forward to another successful year in 2018. It is fantastic to see such a willing and collaborative staff that work together for the benefit of all at St. Andrew's. I would like to make special mention of the Administration and Leadership teams. Lesley, Muzzie, Jacqui, Warren, Fintan and Sam. They have done a huge amount of work behind the scenes to make ensure that this school runs as well as it does.

My family has been part of the St Andrew's Community since 2010 when Cillian was granted a place in Kindy. He leaves the school this year, moving onto high school a bigger, bolder and better child as a result of his years at the school and I'd like to thank the teachers that have helped shape him into the person he has become. I look forward to the next three years I have at the school with Orla.

I still remember the first P&F meeting I attended and the wonderful relationships that I formed with the parents at the school following that decision to head out one Wednesday night to the P&F meeting. I really appreciate the sense of community we have here at St Andrew's and I have made some strong bonds that will remain for years to come.

I wish you all the best for the rest of the year and for whatever 2018 will bring.

Good luck and God Bless.

Gwen Carroll

St Andrew's School Board Chair 2017

St Andrew's Catholic Primary School - Clarkson

AGM Principal's Report 2017

It is with great pleasure that I present the 2017 Principal's Report to the St Andrew's School Community. We continue to strive to build community. That is a constant goal for every school including St Andrews. I personally feel that our community continues to grow in strength and establish very cohesive bonds. However, it is a work in progress and one that we all will and should continue to strive for.

This Year was one of special significance being the 20th Anniversary of the establishment of St Andrew's Catholic Primary School. A number of activities have been held throughout the year with one still to be completed being the St Andrew's Feast Day celebrations, including the colour run. During the early part of the year we hired a cherry picker and took an aerial picture of every children at school, which formed a considerable part of our advertising strategy. They assembled on the oval and formed a number 20. A school Mass followed by the police piper and then the Warmula Aboriginal Dance Troupe; Open Afternoon /Evening was then held. This included an Art Show and Book Fair as well. We cut a giant cake and shared this among all who attended. A special invitation was extended to the previous two Principals of the school – Mrs Sweetman and Mrs Climo to attend the celebrations. A small gift was extended to these ladies on the school's behalf. This invitation was also extended to foundation and past staff members. This provided an opportunity for our community, both past and present, to be a part of the school and its celebrations. It also provided an opportunity for those students whom have left St Andrew's a while ago, to return and examine the new facilities. A nostalgic moment for all of these students and families alike.

The work that we completed with both of our Parish Priests is one of on-going success. We work together for the spiritual nurturing of the school community and ensuring that our school sees Jesus as the greatest teacher. By living the Gospel and sharing our human experiences we become closer to God. Our Parish Sacramental Program is one whereby the children at our school have a genuine sense of belonging to the St Andrew's Parish Community. A great gift for all.

There have been a number of significant achievements this year in terms of improving the facilities at St Andrew's.

Our major goals as the Board in 2017 were the following.

- New communication system within the school;
- Contemporary learning furniture in selected rooms- standing tables, collaborative tables – especially in Year 2;
- Nature Scape Playground development in the bushland area to coincide with the 20th Anniversary celebrations as a gift from the community to celebrate and acknowledge this anniversary;
- Upgrade of the Uniform Shop to include change rooms and air conditioning;
- Replace damaged shade sails within the school with new vibrant colours;
- Year 1 veranda upgrade including enclosing rain affected areas, outdoor tables and notice-boards;

- New vibrant coloured carpet mats for the Junior Primary Classrooms;
- Perimeter Garrison Fencing along the whole western boundary of the school;
- Replacement of a new air conditioner in the school hall canteen;
- Replaced the bore on the school oval for the reticulation; and
- Water proofing and upgrading of the Year 3 Classroom block - including both internal and external work.

STILL TO BE COMPLETED THIS YEAR

- Moving of the school canteen back into the undercover area and the establishment of a new storage and learning area / room facility. Over the December / January vacation period. (budget for)

This year, the following projects were completed:

- on-going maintenance of the school;
- External painting of the school grounds;
- Upgrade of the new prayer area and garden;
- Upgrade of the year 4/5 walkway;
- New library books;
- Upgrade of ICT equipment and resources within the school;
- Upgrade of reticulation;
- Upgrading of classroom resources;
- New plants in selected areas;
- Trimming trees and safety pruning;
- Beautification of the school grounds; and
- Maintenance of the bushland area.

What an achievement that the whole community can be so proud of.

Counting; Masses, The Year 6 Camp, Open Afternoon, Interview Days, Music Performance Assembly, Excursions, Incursion, Mini Vinnies, Father's Day Breakfast, Performing Arts, School Band, Chess Club, School Choir, IN school music program, After School Hours Sports Programs, In term - Swimming, Aqua Fun Day, NAIDOC week celebrations, Sporting events both intra and inter school carnivals, significant fund raisers for Catholic charities – St. Vincent de Paul, Caritas, Life Link, Project Compassion, Missions and Father Robert's missionary work in the Philippines, we are a community that offers a lot. I especially want to mention one event, the 20th Anniversary Celebration Day, which brought our community together. The Inaugural Art Show and the Book Fair. No matter where we hold this event, the excitement and love of reading held by all students of our school was noticed.

The P&F have continued to be in partnership with the staff and students at the school. Their generosity in both time and financial assistance is one of credit to all involved. The activities that have been planned and presented to the community is one of excellence. (Noting that it is provided to the students at no cost!) A special thank you is extended to the Executive of the P&F, being Mel, Katie, Aideen, Larissa and Narelle.

The educational focus for next year will continue to be Transformation, Australian Curriculum, Early Intervention Strategies, ELYF Co-operative Learning, Contemporary Teaching Strategies (inquiry based learning) and the integration of technology into the classroom. I am very confident that the staff are delivering the best practice to your children.

The staff and I have embarked on ensuring that our policies, strategic plan, school improvement plan, quality catholic school exemplars continue to be updated and reviewed. The parents of the school have been provided with access to the strategic plan, School Performance Data and Annual Report to the School Community etc. on the school web site.

This year we offered parent workshops in the ICT Area. Parent workshops in the literacy area, Support – A – Reader and the Sacramental Program.

The BYOD Program of the school continues to be well supported and one of continuation into the future.

I would like to thank the Board members for their support this year. To Fr Robert, Fr Israel, Gwen, Bede, Michelle, Jo, Stuart, Glenn, Serena, Leanne, Jen and Nancy my sincere thanks and gratitude for all of work on sub committees and work parties throughout the year. I also extend my gratitude to any P&F members who are finishing their terms this year as well as those who have elected to stay on for next year.

We have worked very hard to keep the fee increases at our school to a minimum. 2%. While it is still an increase, it certainly will mean that we can continue to rise fees moderately and without major increases in one go.

I must make special mention of Mr Bede Callaghan. Bede retires from the Board after six years of service as Treasurer. It is with the dedication of wonderful people, like Bede, that demonstrates the example of spirit of giving, service and love of the school that our school continues to grow and thrive. Thank you so much, Bede.

I also want to say a fond farewell and thank you to Leanne Stainton. Leanne has decided to leave the service of the school board as her work commitments have changed. She is always positive, sees the good in all and has a smile on her face. Her work with the uniform shop needs to be mentioned as it was an outstanding outcome. We will miss her.

Finally, I would like to acknowledge the contribution of Michelle Hendry. Michelle commenced 4 years ago as the P&F representative on the school board. For the past 3 years she has been a substantive board member in her own right and has assumed the responsibilities of the role of Vice Chair this year. Her work on the Nature Playground committee this year has been outstanding and this can clearly be seen by the wonderful new playground that has been developed for the children in the bushland. Michelle also always has a positive attitude and smile upon her face. We will miss her.

I would now like to acknowledge the fantastic staff members at St Andrew's. They are all so dedicated and talented and I constantly receive positive feedback from the parents. It is through this collaboration that we all continue to achieve greatness. They are all great to work with and I have certainly appreciated their support this year. We do not strive to be good for our students. We actually strive to be great. To all of you, I say thank you for all of your hard work and dedication. It is not underestimating their contribution, as without this collegiality and generosity of spirit, much less would be achieved at our school.

Whilst the whole staff has been outstanding this year, I would like to make special mention of the Administration and Leadership teams. Jacqui, Muzzie, Lesley, Warren, Fintan and Karen. They have done a huge amount of work behind the scenes to make sure that this school runs as well as it does. I thank them also for their counsel and openness to implementing strategies to make St Andrew's the best place that it possibly can be.

In conclusion, I would to personally thank all of the members of our school community who contribute in so many different ways. I wish you all a safe and Merry Christmas and a prosperous New Year for 2018

Yours sincerely

Sam Fontaine

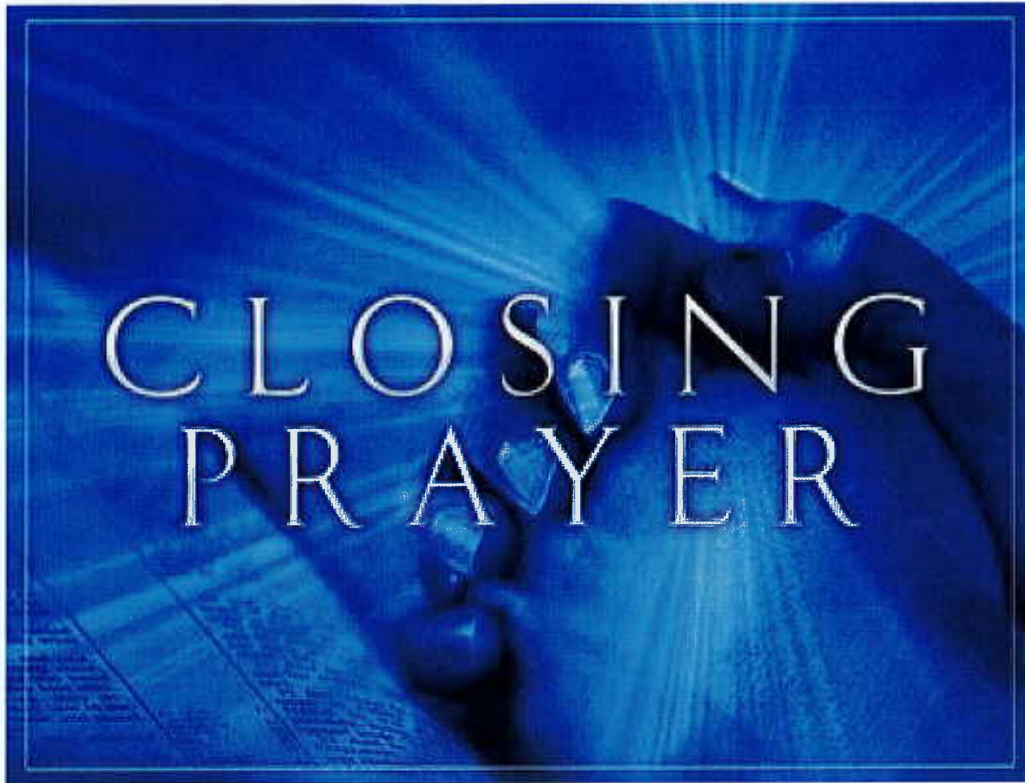
Principal

AGM Treasurers Overview 2017

- St Andrews School is sitting in a satisfactory financial position closing out the 2017 Calender Year on budget with cash reserves to cover the January salaries. This places St Andrews in a healthy position to start the new school year of 2018.
- The 2017 St Andrews Board's financial strategy of funding school improvements has been great success with a number of funded improvement delivered during 2017. This included two new playgrounds, a new Teaching office block that will be ready for 2018, the Uniform Shop upgrade, ICT & Furniture upgrades and numerous maintenance tasks around the school to name a few. We have been lucky that we have been able to put something back into the school for the Staff and pupils for the coming years.
- Again the St Andrews Board's financial 2018 strategy over and above meeting day to day school operations, curriculum requirement and student needs remains on funding ongoing capital maintenance of the school.
- 2018 budgeted operating revenue calculated at \$4.815 M with budget expenditure of \$4.815 M
- Estimated Operating Profit for 2018 is at break even after cash reserves for January 2019 salaries and 2018 provisions for building improvements, ICT, deferred maintenance and capex expenditure.
- The School Board has approved a 2% increase in school fees and charges for the 2018 school year. The percentage increases is as per the directive of Catholic Education Western Australia. All other expense increases concerning other charges for students and families have been a direct result of increases from suppliers and providers.
- As this is my last year on the school board as Treasurer I would like to especially thank all the board members and the staff of St Andrews who I have come into contact during my tenure. A special thank you must go to the St Andrews finance committee of Sam, Warren, Muzzie and Jacqui for their efforts and time in bringing not only the 2017 financials in on budget, but also all previous years. I am sure that going forward the school will remain in a good financial standing even with the future government funding changes being introduced. Good luck and Thank You.

Regards

B.A.Callaghan



CLOSING PRAYER

As we close this meeting, Lord,
We want to give honour to You.
Thank You, God, for the time we had tonight
to discuss issues and make decisions.

May You bless each person
who took the time to gather here tonight
and let Your hand of protection be on them
throughout the rest of the week.

Let the work done here tonight come to fruition,
and let it all be for Your glory.
Help us each to do our parts to bring the plans
discussed to life.

Amen