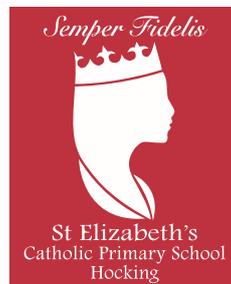


Annual General Meeting

2019

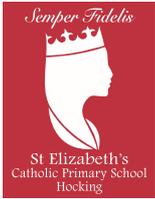


Principal's Report – Carmel O'Shaughnessy

Treasurer's Report – Alana Marshall

Board Chairman's Report – Rick Goodfield

CSPWA Association President's Report – Belinda Stewart



St Elizabeth's Catholic Primary School

Annual General Meeting

7:00pm Wednesday, 4 December 2019

Principal's Report

Welcome

Good evening and welcome to our 2019 Annual Community Meeting. Thank you to our School Board Members, Catholic School Parents WA (CSPWA) Members, families, friends and staff for taking time in your busyness to join us tonight.

Thank you, Rick Goodfield for presenting the School Board Chair Report. On behalf of the staff, I thank you and the St Elizabeth's CPS Board Members for your commitment to your School Board duties throughout 2019 such as; Mark attending the Chair Board Conference, appointment of staff, moving forward with the Capital Development Plan which has been approved and will commence in January 2020. It is imperative that the Principal and School Board Members establish an honest and open relationship to enable us to work effectively for our school community, I believe we have this successful relationship.

Thank you, Belinda Stewart, our CSPWA President, for presenting your report. I would also like to thank Clinton Ayres, Treasurer and Helen Sykes, Secretary, as well as the regular attendees. The committee has been very busy this year organising both family events and some fundraising ideas. Whilst attendance at meetings has been small, there have been many cheery and helpful parents who have assisted with various activities during the 2019 school year for example; Parish morning teas after Sunday masses, on roster for cleaning the church, donating to charity, cake stalls, Grandparent's Day, Community Open Day, the Mother's Day and Father's Day stalls with delicious cakes at almost every event. We thank the many families who brought in items for the stalls, the children found it extremely difficult choosing one present out of so many lovely items. Your support for the cake stall and morning tea at our Sports Carnival was amazing for such a small number of parents.

These examples of parent participation assist us in building community and establishing positive relationships which is paramount for our school to create our Catholic culture. Open and honest relationships enable all participants to feel safe, be heard and to actively participate in our community. Our school values; Charity, Service, Humility and Compassion are clearly identified by Jesus. "Love one another as I have loved you".

Thank you, Alana Marshall and Karen Bone our Banking Coordinators, who have become the teaching gurus to enable the children to begin to understand money and the importance of saving. A great pity I didn't experience such wisdom! They also taken on extra roles; Alana as our Social Media Officer and Karen along with Eliana have taken on the role to service our lunch orders. Caroline Southern has been very proactive in organising advertising ideas. We bless the cleaners in the church, the bakers for morning tea in the parish and the untold cakes made for so many occasions.

It is difficult to single out people, however the following people require a special mention: Jason and Antonietta Hastie for their time as our official NetSetGo coaches. We know you have a busy work schedule and bless you for taking this role on to enable our children to participate in this activity. God bless you and thank you for your support. Marsha Longo for organising Yoga classes for children afterschool on a Wednesday. Marsha had up to 20 children participate on any given Wednesday. Thank you, Marsha Longo for taking on this role at our school.

We thank the mums, dads and grandparents who spent many hours assisting in the classroom, the children of course, love to have you in their classroom and the teachers appreciate the extra hands! It works both ways, parents and grandparents get first-hand experience of daily life at school. Parent support has been amazing in the library with covering books and of course our families who have donated many books over the year. We truly appreciate your support! Our Grandparents Day was a huge success with around 80 grandparents in attendance, this was combined with the celebration of our St Elizabeth's Feast Day. The teachers did a 'mighty job' organising activities with the grandparents and then moving the children around the school to experience all the afternoon activities. Yes, there is no doubt you all slept very well that night!

Catholic Education (of) Western Australia Strategic Direction is outlined by **LEAD** – Learning, Engagement, Accountability and Discipleship.

Learning

We continue to strengthen our teaching and learning capacity with all staff involved in research and consistent professional learning opportunities to share best practice in using and sharing teaching and learning strategies. These experiences assist in creating effective learning opportunities to meet the needs of our students. We continue to work towards differentiating our teaching to encompass the learning styles of each student. Differentiation is supported by our inquiry-based learning which encourages the students to use questioning techniques, critical thinking and problem-solving skills.

We also undertake SPRINTS – a powerful process which is evidence-based consisting of 3 phases, Prepare, Sprint and Review. Teachers work collaboratively in support of each other to maximise the benefits for individual children.

Summary of our Assessment results for the standardised testing completed in 2019

Pre Primary - On Entry Data

Year 3 NAPLAN

It would be fair and reasonable to say we were absolutely thrilled with the students NAPLAN results. Whilst we are delighted with the results, our focus in terms of the national testing is about creating a caring Catholic environment, consistent excellent teaching and learning practise, and reassuring the students. NAPLAN is just another way of discovering what they know and understand and how we support them to develop their academic skills in Literacy and numeracy.

Our 2019 cohort achieved the following results in each area;

- Reading - 70% above the minimum achievement standard
- Writing - 77% above the minimum achievement standard
- Language Conventions (Spelling) – 70% above the minimum achievement standard
- Language Conventions (Grammar) – 70% above the minimum achievement standard
- Numeracy - 75% above the minimum achievement standard

Whilst we thank the current Year three/four staff; Chris, Jasmine, Krystal and Katie, we acknowledge all teaching and non-teaching staff from kindy to year three for their contribution to the results we see today.

Year 3 BRLA (Bishops Religious Literacy Test)

Our year three cohort completed the BRLA testing for Religious Education earlier in term three. The assessment consisted of multiple-choice questions and answers and short and extended question scoring a mark out of 50. Whilst we have a small number of Catholic children in this cohort, the following results were achieved;

- 38% were above achievement standard
- 33% were at or slightly below achievement standard
- 27% were below the achievement standard

Of course, learning is not bound by the four walls of the classroom, students attended both incursion and excursions to enhance their knowledge, skills and understandings across the curriculum. There were also fun times; celebrating Book Week with the joy and love of reading, Bunnings workshops, the Mother's Day activities, Kindy and Pre-Primary Father's Day BBQ and the Years One to four having time with their dads to name a few.

Naomi Clarkson and this term, Marsha Longo continue to amaze us with their supportive approach in getting the very best out of the children in both The Arts and Physical Activity – the bar is high! The children have performed very prayerful dances in the Performing Arts Festival over the last two years and demonstrated their PE skills during our Sports Carnival. Swimming lessons continued, an initiative requested by our parents and were conducted over a nine-day period. Auslan learning continues to go from strength to strength, the children continue to extend their signing prowess with the support of the Auslan teacher as well as, their class teachers.

We also invited parents to be active participants in their child's learning journey. This was achieved through the Parent Information Night, Mid-Year and End of Year reporting as well as, the Sacramental information night.

Engagement

Engagement and learning are different sides of the same coin; we all need to be engaged to learn. As you have already heard, we need to hook in to where the child is at, and journey with them. It is no different to adults; staff and parents also need to be present and engaged to learn from each other. We need to ensure we are present in our teaching role to provide optimum experiences for each child's spiritual, emotional, social, mental and physical development.

We continue to support research for children with brain cancer, the Archbishop's Appeal through Lifelink and St Vincent de Paul Christmas Appeal.

Accountability

St Elizabeth's Catholic Primary School undertakes the necessary reporting to Catholic Education Western Australia, the State Government and Federal Government Departments. Our reports are completed with accurate information and within the appropriate timeframe.

The School Board, Peter Reeves, our Senior Grounds person and the Leadership Team has developed a cohesive Maintenance Plan for 2020 – 2025 detailing specific ongoing yearly maintenance as well as repairs.

In late 2019 our Capital Development Plan was approved by CEWA and we have met with CEWA representatives and our new architects; Parry and Rosenthal Architects. Our propped plan has gone to tender, a traffic report has been passed and we will wait for the City of Wanneroo's approval to commence construction in January or February. We are very excited to announce we have a new library with two seminar rooms and an enclosed Undercover Area with grassed landscaping between the two areas.

Peter Reeves is to be congratulated for his work ethic, knowledge and experience in maintaining and improving our buildings and grounds. We thank Peter for his outstanding professional approach to his work and his positive cheery manner. Peter is always ready to give a hand and we appreciate his caring manner, OHS knowledge as well as his expertise in handling our snake issues when they occur, which I am happy to report are not very frequent.

Discipleship

All classrooms use the Religious Education Guidelines/Programs as directed by the Bishops of WA and CECWA Religious Education Team. Teaching and the practise of our Catholic knowledge, skills and understanding is why we call ourselves Catholic. We are developing a strong relationship with St Anthony of Padua Parish, our Parish Priest Father Ben Lee. Jeanette Keane, the Parish Secretary is the lynch pin in all shared faith experience with both St Anthony's School and St Elizabeth's Catholic Primary School. We thank Jeanette for her ongoing support.

Kindy to year four celebrated Liturgies throughout 2019, this enabled us to come together and pray as a community. Each class had the responsibility for leading the liturgy. Other celebrations include important feast days, Sacramental programs and the liturgies which are based on the Religious Education Guideline which was being taught in the classrooms. 2019 saw students and their parents attend the Commitment Mass for the Sacramental Programs for 2019, Information Sessions for the Sacrament of Reconciliation and First Eucharist (First Holy Communion) which culminated in the children celebrating the Sacrament of Reconciliation and First Holy Eucharist.

Staffing 2020

Our Staff allocations for 2020 are as follows. We welcome to our 2020 team; Donna Raykos and Sue Curtis.

Position	Staff Member	
Principal	Carmel O'Shaughnessy	
Assistant Principal	Emma Fernandez	
Administration	Melissa Dimond (Monday and Tuesday) Claire Didlock (Wednesday to Friday and alternate Tuesdays)	
Finance Officer	Melissa Dimond (Wednesday and Thursday)	
Year Level / Position	Teacher	Education Assistants
Pre-Kindergarten / Kindergarten	Simone Passera	Fin Drozdz
Pre Primary	Jade Baxter	Joan Martino and Carlie Kovacevich (part time)
Year 1	Kim Manov	Lea Hardie (part time)
Year 2	Donna Raykos	Caitlyn Irwin
Year 2/3	Chris Rebeiro	
Year 4/5	Sue Curtis	
Support / WINGS Club	Katie Hastie (Monday, Tuesday, Wednesday & Thursday)	
Support – Mini Lit	Krystal Nguyen	
Science (PP- Year 5)	Naomi Clarkson	
Auslan (PP -Year 5)	Jenny Frampton	
Physical Education (Pre Primary - Year 5)	Naomi Clarkson	
The Arts (Pre Primary - Year 5)	Naomi Clarkson	
Library	Allison Burgess (Wednesday - Friday)	
Groundsman	Peter Reeves	
Camp Australia	Krystal Nguyen	

Thank You to Staff

Thank you to the staff; both Teachers and Education Assistants for your commitment to the children, support to the parents and each other. You often go beyond the call of duty and the relationship between home and school can be quite blurred. However, I know your extra time and commitments here are much appreciated by all community members. To the office staff; Emma our Assistant Principal, life would be tough without your shared knowledge, wisdom and understanding and the ready smile even under pressure. Mel, the enormous effort you put into training and learning the new AOS system and financial structures and undertaking the responsibly for State and Federal compliances when dealing with finances and student data is unbelievable!

Claire, for also training and learning the new AOS system and for your bubbly and helpful nature which is an asset to the team and the endless cups of coffee always with a chocolate attached!

Looking forward to 2020

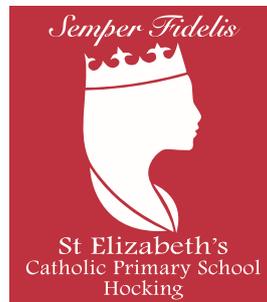
We look forward to our 2020 school year, welcoming our new families and cementing our relationships with our current parents, carers, grandparents and our beautiful children. On behalf of our staff I wish you a very Holy Christmas, Happy New Year and a safe and happy holiday with your families.

God bless, thank you for coming and please stay for some light refreshments in the staffroom.

Carmel O'Shaughnessy
Principal

Treasurer's Report

2019



Prepared by Alana Marshall, Board Treasurer

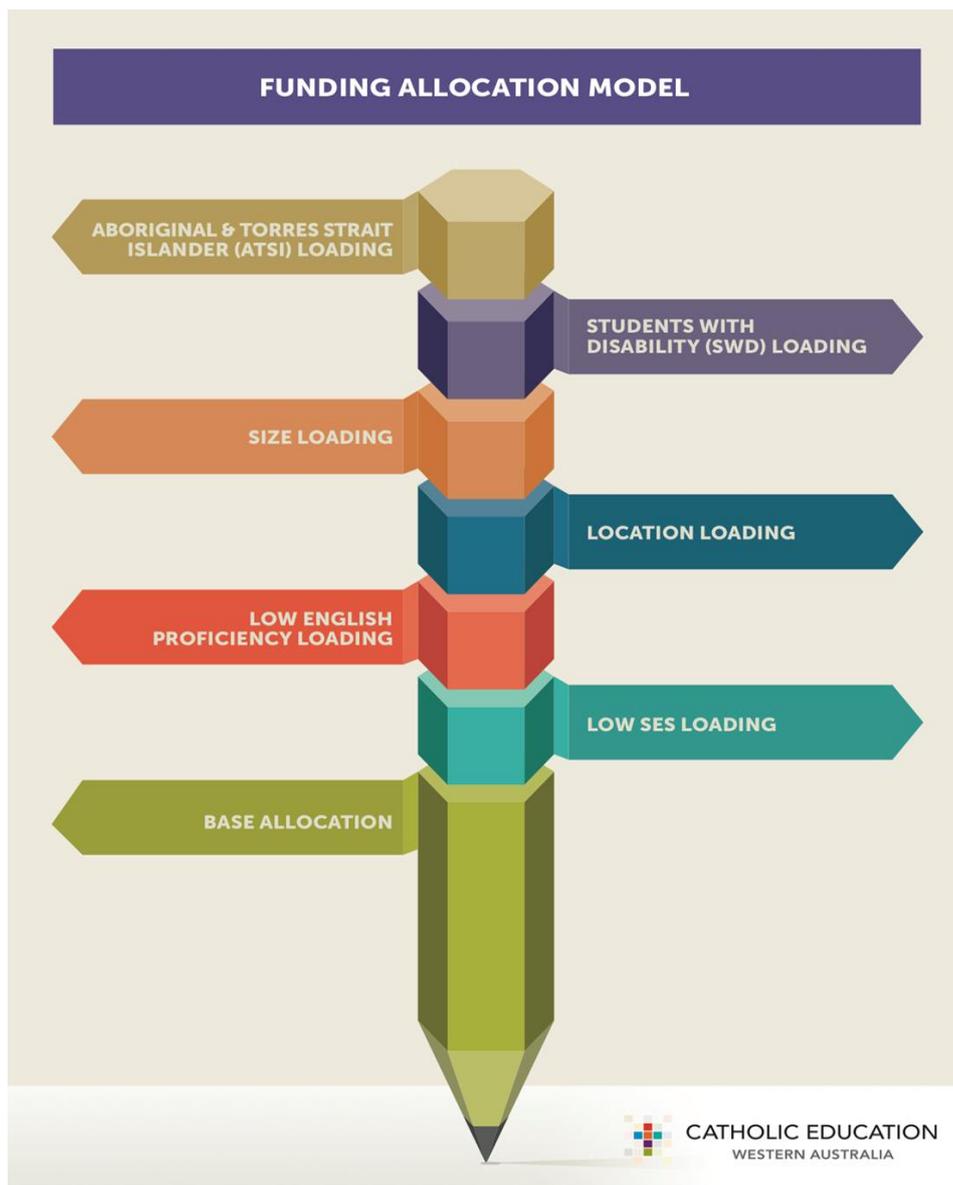
2020 Budget Information

2020 Enrolments

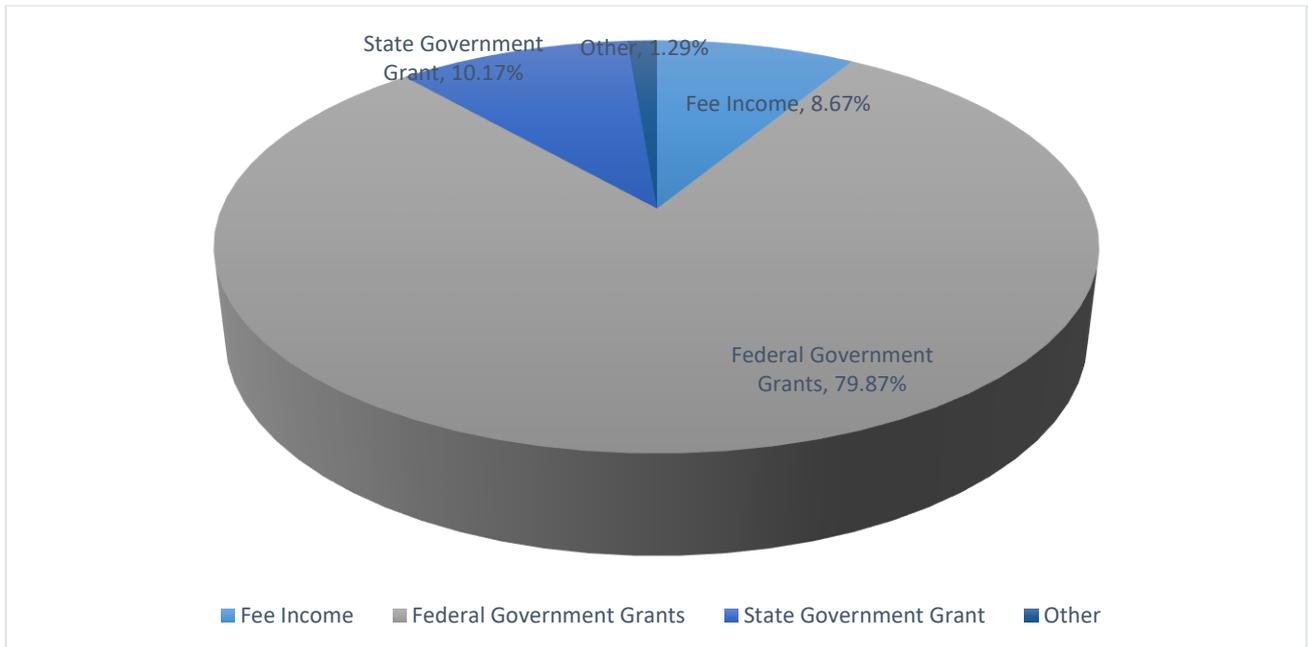
- 12 Kindergarten Students
- 33 Pre Primary Students
- 22 Year One Students
- 24 Year Two Students
- 8 Year Three Students
- 18 Year Four and 3 Year Five Students
- Out of School Hours Care (Before & After) – Camp Australia

2020 Funding - 3 Main Sources of Income

- Australian Government Recurrent Funding (AGRF) (as per Funding Allocated Model and is per student based)
- State Government funding (as per Funding Allocated Model and is per student based)
- Private Income (school fees)



Budget for Income 2020



✚ **Fee Income** (School Fees) is 8.67% of our budget.

✚ **Federal Government Grants** - this is made up of various grant allocations and is 79.87% of our budget.

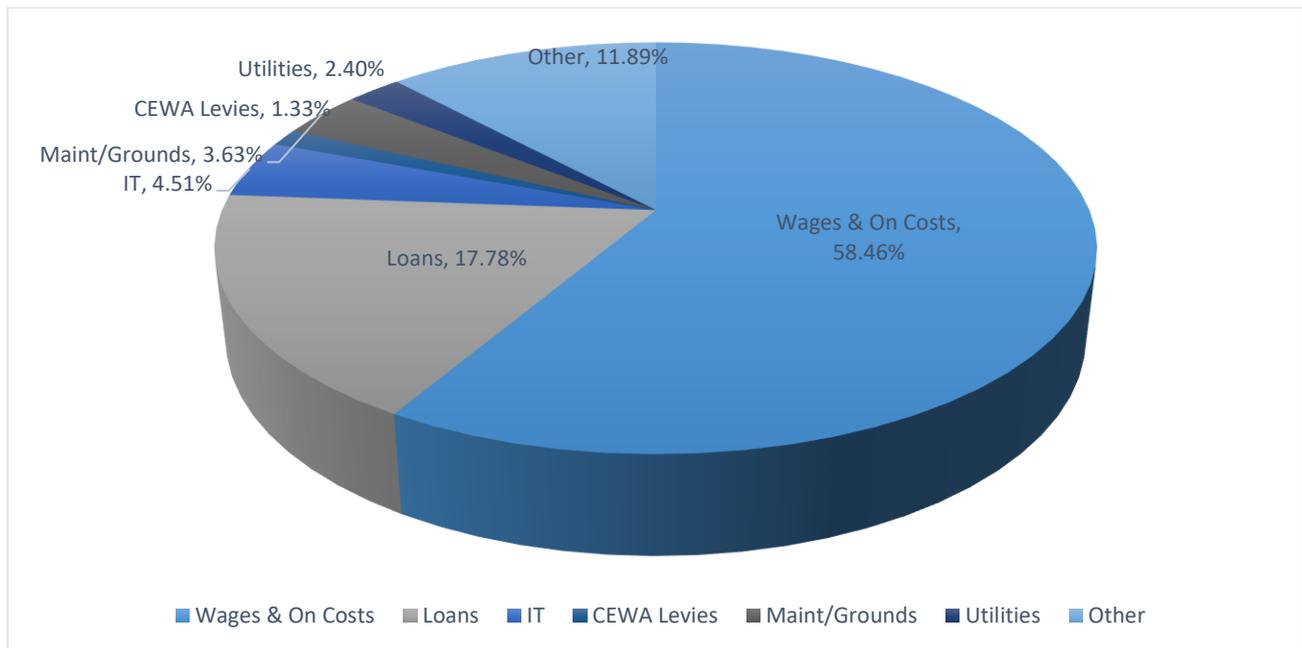
✚ The Australian Government Recurrent Funding grant is (\$7,441.00 per PP-Yr5 Child)

✚ **State Government Grant** is 10.17% of our budget.

(State Government Funding is based on \$3,260.00 per Kindergarten Child and \$2,172.00 per Pre Primary to Year Five Child)

✚ **Other** is 1.29% of our budget. (Application Fees, Bonds, Interest, Donations, Uniforms)

Budget for Expenditure 2020



✚ **Wages and On Costs** (Staff Salaries) is 58.46% of our budget.

✚ **Loan Repayments** is 17.78% of our budget.

✚ **IT, Computer and Internet Costs** is 4.51% of our budget.

✚ **CEWA Levies and Charges** is 1.33% of our budget. (Copyright, Audit and Accounting Fees, CEO Levies, Co-Responsibility)

✚ **Maintenance, Grounds and Improvements** is 3.63% of our budget.

✚ **Utilities** is 2.40% of our budget.

✚ **Other** Expenditure is 11.89% of our budget.

Includes but not limited to;

✚ Discretionary School Fee Discounts, Stationary and Materials, Library Expenses, Workers Compensations, Insurances, Security, Printing, Subscriptions, Departmental Expenses, Furniture and Equipment, Cleaning Expenses, Uniforms etc.

Overall we have a balanced budget. We have reserves in our budget to contribute towards our STEM program, Indigenous Culture and Sustainability.

Private Income for 2020

Fee increases will be determined by;

- The Principal
- Resource Team at CEWA
- The increase in the Australian Government Recurrent Funding
- The anticipated increase in school costs by a cost index each year
- The community's ability to contribute based on its Socio Economic Status

Tuition Fees 2020

	Tuition	Amenities	Excursion and/or Incursion Levy	PE (Swimming)	ICT Levy	Insurance	Total Fees per Year	Fees per week (Based on 52 weeks)
Kindergarten	\$730.00	\$150.00	\$50.00	-	\$90.00	\$20.00	\$1,040.00	\$20.00
Pre Primary	\$1,200.00	\$150.00	\$80.00	-	\$150.00	\$20.00	\$1,600.00	\$31.00
Year One – Year Five	\$1,200.00	\$150.00	\$80.00	\$150.00	\$150.00	\$20.00	\$1,750.00	\$33.00

Other additional charges

	Building Levy (Family Charge)	P&F Association Levy (Family Charge)	Language Screening (Kindy)	Occupational Therapy Screening (Kindy)	Booklist Items	Total Fees per Year	Fees per week (Based on 52 weeks)
Kindergarten	\$146.00	\$30.00	\$85.00	\$85.00	\$140.00	\$486.00	\$9.00
Pre Primary	\$240.00	\$30.00	-	-	\$140.00	\$410.00	\$8.00
Year One – Year Five	\$240.00	\$30.00	-	-	\$140.00	\$410.00	\$8.00

Note: School fees are subject to change



St Elizabeth's Catholic Primary School

Annual General Meeting

7:00pm Wednesday, 4 December 2019

School Board Chairperson's Report

Good evening staff and parents, my name is Rick Goodfield and I am the Chairperson of St Elizabeth's Catholic Primary School Board. I have been involved with St Elizabeth's School Board since 2012 and was elected as the Board Chair in 2015.

Our 2019 School Board Members were;

Office Bearers

Board Chair	- Rick Goodfield
Secretary	- Kerry Boscarino-Hunter
Treasurer	- Alana Marshall

Members

Dan Button
Mark Stewart

Parish Representative

Trish Sykes

Ex officio Members

Principal	- Carmel O'Shaughnessy
Parish Priest	- Father Ben Lee

School Board Responsibilities

- Support the planning for the present and future operation of the school.
- provide membership on selection panels for the employment of staff and Principal in accordance with CECWA.
- liaise in all matters relating to the financial management of the school and support the management of all finances associated with the school.
- Support the Principal has the overall responsible of staff, students and all who come on site to assisting making our school a community friendly one.
- CECWA recommended a 3% increase in school fees, however to ensure our fees were comparable to surrounding schools we did not use the 3% and also slightly lowered our fees.
- I wish to thank our Gardener and special consultant (Peter Reeves) for his continued support and guidance in these matters. He truly is a fantastic asset and knowledge base and worthy of special mention

I am pleased to announce we have a strong partnership with the Principal and we work together in an honest and trusting relationship. I would like to take this opportunity to thank our Board Members of 2019 for their commitment to robust discussions and decisions making at our monthly meetings and attending to pre reading which involves personal time.

As the Board Chair I want to reiterate the importance of us working together as a team. We are all responsible to adhere to our School Code of Conduct. The Principal of the school has the responsibility for the safety and education of our students as well as, the safety and care of staff, parents, contractors and anyone else who is on site. The inappropriate use of technology and negative talk could cause parents and staff to become unsettled. We are here to build community and invite new parents into our welcoming school.

Catholic Schools Parents and Western Australia

Congratulations to our CSPWA Committee, capably led by Belinda Stewart, the CSPWA President and Helen Sykes the CSPWA Secretary. Thank you to Clinton Ayres for taking on the role as Treasurer in May 2019. Whilst only a very small group you have achieved so many events and actively working towards creating a real sense of community. We thank also the parents who worked behind the scene. Well done! I encourage parents; both mums and dads to come along to the meetings or put your hand up to help. I know it is not easy volunteering your time, however you do get a lot of satisfaction out of the work!

This year 2019;

The School Board members have attended several meetings outside of our monthly meetings to;

Work with Capital Development Consultant Michael Stevenson and the Architects Leon Slattery and Jennifer Cheng representations of Parry and Rosenthal Pty Ltd.

Carmel and I have signed the official documents in terms of State and Federal Funding and various matters with Parry and Rosenthal Pty Ltd.

Staffing

Jasmine Calley and Tanika Farmer are currently on Maternity Leave; both have delivered beautiful girls. Chris Rebeiro has continued in the role of the year 3/4 teacher and his contract will rollover to 2020. Donna Raykos completed her Bachelor of Education in July and has taken on the role of our year one teacher and she will continue on staff in 2020.

We have said goodbye to Skye Sanders who was working as an Education Assistant in Kindy.

Claire Didlock has taken on the role of Administration Assistant, Claire has the biggest heart, and smile, always concerned about staff, parents and students., She makes a 'mean' coffee and always with 'chocolates' on the side. Thank you Claire for being our face of the school with your friendly and effervescent manner.

A special thanks you to Melissa, our Finance Officer. Melissa continues to ensure the monthly financial reports are on time and balanced. She has been a very big support to the two Treasurers' on the Board over the last twelve months. Thank you, Mel!

On behalf of the School Board, I wish to thank all staff members for their hard work and effort this year. We commend you for the continued dedication you have shown and in your efforts with the children throughout 2019.

We, the Board, would like to take this opportunity to thank our Principal, Carmel O'Shaughnessy and Emma Fernandez, our Assistant Principal for their leadership commitment to the wellbeing and care of all students, staff and the parents.

We thank them for their trust in the School Board members to enable us to work together closely in our shared decision making for the benefit of our school community.

2020, it appears will be the last time a Board of this type, will be a part of the school. Due to changes within Catholic Education Western Australia, schools will no longer be required to have a "School Board" per say. Our current School Board members will continue into 2020.

Hopefully Principals will still be able to utilize the services of our parents in some form of advisory council or sounding board, to; assist, support and be informed of school decisions and policies as they change in this ever change climate in which we live.

In the meantime, 2020 looks to be a fantastic year for St Elizabeth's Catholic Primary school with the start of stage 2-part A of the extensions to our beautiful school. This portion of the build will include a new library with state-of-the-art facilities and the undercover area almost fully enclosed, so that staff and students can better use those facilities during the hot or inclement weather.

It is the School Board's commitment to you, the parents of St Elizabeth's Catholic Primary School, that we will endeavour to have Stage 2B commence in 2021 with the completion of the additional classrooms and landscaping to complete our school to a full single stream school.

Thank you for your time, support and attention tonight. On Behalf of the School Board I wish you a Holy Christmas and a Happy new year.

Rick Goodfield
School Board Chair



St Elizabeth's Catholic Primary School

Annual General Meeting

7:00pm Wednesday, 4 December 2019

CSPWA Association President's Report

The 2019 school year has been another successful and very busy year for our CSPWA group. We commenced the year by welcoming our new kindy families and new families with children in other year levels, to morning tea on their child's first school day at St Elizabeth's CPS. It was a great success and assisted our new families to feel they were very much part of our community. Thank you to the parents who were able to assist on the day and for those parents who sent in a plate.

Our very enthusiastic group of parents have run several events throughout the year incorporating the school values of Service, Humility, Charity and Compassion such as; several morning teas for the St Anthony's Parish after Sunday masses, Outdoor Movie Night, Mother's and Father's Day stalls, Living Fundraisers, Bunnings BBQ with St Anthony's School as a combined fundraiser for the schools in the parish. We also attended the Awesome Festival, School Open Day and Grandparents Day. We also donated to St Vincent de Paul Christmas Appeal as well as, very successful cake stalls at our Lapathon and Sports Carnival events. This Friday we will also have our Christmas Party Disco.

We have recently attended our final meeting for 2019 to plan and vote on activities for 2020. These include; Quiz Night, Bunnings BBQ and Outdoor Movie Night whilst retaining our Parish commitments and community events.

Our funds for 2019 are still to be finalised, however proceeds from the Lapathon have been used for science resources to enable more effective hands on learning. We have also worked towards becoming self-sufficient financially to enable us to have readily available funds to host community events.

On behalf of the Committee would like to say I 'Big Thank' you to the following people; Clinton who joined us as Treasurer late this year and Helen our Secretary, Mel who assists with our financials and Carmel who always provides us with the support we need to run these community events. We extend our thanks to the staff for always putting your hand up to assist us.

I would also like to thank the parents who able to attend our CSPWA meetings and offer support and work hard to make these events a huge success! Without this group of hard working and dedicated parents we would not be able to achieve all that we do in line with our school values. We also appreciate the parents who are unable to attend the meetings, never the less their hard work being involved behind the scenes is invaluable. Thank you! We welcome all members of our community to attend any of our CSPWA meetings, and we would love some new faces!

Belinda Stewart
President CSPWA
St Elisabeth's CPS