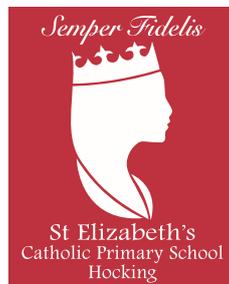


Annual General Meeting

2020

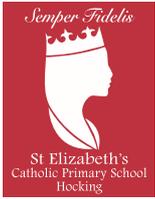


Principal's Report – Carmel O'Shaughnessy

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

Principal's Report

Good evening and welcome to our 2020 Annual General Meeting. Unfortunately, due to social distancing of COVID-19 and our lack of space we have only minimal staff and parents attend. However, the reports will be placed on our website www.stecps.wa.edu.au for you to read at your leisure. If you have any questions please contact me on carmel.oshaughnessy@cewa.edu.au and I will be more than happy to reply at my earliest convenience.

Thank you, Rick Goodfield for presenting the School Board Chair Report. On behalf of the staff and parents, thank you and the St Elizabeth's Catholic Primary School Board members for giving up your personal time with your families to meet monthly and support myself as the Principal in assisting with our school community, particularly financial matters and remaining informed with our current Capital Development Plan. Our continued open and honest relationship has added value to our discussions and decision making. God bless you all!

Unfortunately, we only managed one Catholic School Parent WA meeting due to COVID-19. This meeting was very fruitful and events were organised for the 2020 school year. Yes, the events were put on hold for the year and will be rolled over to 2021. However, this is dependent on the decision of the Health Minister and the Premier, Mark McGowan's cabinet decisions.

The CSPWA managed to support our 2020 kindy parents by inviting them to a very delicious morning tea and a "get to know you" chat. This is an important community building activity. Thank you to Belinda Stewart, our CSPWA President for your regular communication throughout the year. Thank you also to Helen Sykes, Secretary and Clinton Ayres, Treasurer for your support. We also thank our parents who when able attend meetings and we look forward to your active participation in 2021.

Thank you once again to Alana Marshall and Karen Bone our Banking Coordinators, you were both ready to take up the role when banking recommenced. Alana and Karen, both of you have so many hats to wear, we wonder at times how you do all your extra roles. Lunch Orders only prevailed for a short while. Thank you to Eliana Galante for your support in organising the lunch orders. Alana, bless you for assisting in keeping our school out there in the community through Facebook and Instagram.

Caroline Southern-Upton spent many hours organising our advertising runner along Wanneroo road and also spent two hours erecting it with the help of Peter Reeves. What a magnificent display.

Unfortunately, we were unable to have grandparents or parent help in the classroom this year. We look forward with anticipation to a bright “normal” 2021!

This year has of course with out saying, has been an unusual school year. We commenced the year not realising our school routines as we know them! By mid March the majority of our children were withdrawn due to COVID-19. The last three weeks of Term One we remained open for parents who were required to work, it was a delightful time for the 15-20 children who attended – school became multi-aged! Term Two re opened with the majority of our students returning. By week three we were almost back to all children on board.

Our Staff, Administration Team, Teachers and Education Assistants worked tirelessly to ensure the parents were kept informed through regular telephone calls and updates through emails, See Saw and Dojo. We introduced personalised drive through service loading and unloading the students. We welcomed the students return with banners and dress up days.

Work material was prepared and sent home to enable the children to continue with their learning. Our Semester One Report comments focused on each child’s emotional state identifying the importance of our programs we were using to address the uncertainty of the times. Well done and thanks each and every one of you!

So many of our families presented us with gifts of strawberries, cakes, biscuits and very heartwarming emails expressing your thanks for going beyond the call of duty. An upside of the valet service has enabled us to establish a kiss and drive. We have also established strong community ties having had the opportunity to chat to all our grandparents, mums and dads.

CECWA Strategic Direction

Catholic Identity – Inspiring Christ-centred Leaders

Education – Catholic Schools of Excellence

Community – Catholic Pastoral Communities

Stewardship – Accessible, Affordable and Sustainable System of Schools

St Elizabeth’s Catholic Primary School – School Improvement Plan for 2020

Community – Focus Area, Evangelization

Unfortunately, the basis of our success was involving parents in the classrooms and whole school activities. However, whilst this did not occur the emails, conversations and interviews with the majority of our parents and new parents the community atmosphere is very strong.

Education

Our Aboriginal Education Plan was the focus, to do this we engaged with CEWA consultants to develop the plan and Sue Curtis and Jade Baxter ensured we celebrated NAIDOC Week. Sue applied for funding and the children shared a hands on activity painting Aboriginal designs on smooth rocks. The children have also experienced the teaching and learning about our Indigenous culture together with an incursion.

Early Years Focus – NQS

Curriculum Focus

Discipleship

Catholic Identity

We demonstrate a consistent level of Christian Service through supporting parents financially, involved in Life Link, St Vincent de Paul Christmas Appeal which is always extremely well supported. Telethon, in particular children experiencing disabilities especially hearing loss. We teach Religious Education in the classrooms at the appropriate age level. Throughout the year each class celebrates Liturgies involving prayers and hymns. We also celebrate our St Elizabeth Feast Day. Catholic children in years three received the Sacrament of Holy Communion with Father Ben Lee together with children from St Anthony's School and the Catechist group at St Anthony's Church.

Stewardship

We support and respond to the diverse needs of students through differentiated programs. We provide Scholarships and Fee Discounts. Our Budget is transparent and inclusive to build equity and respond to the needs of our families and students. We provide extra learning opportunities to support children who need small group or one to one learning. Summary of our Assessment Results 2020 NAPLAN and the Bishops Religious Literacy Test were both cancelled this year. However, the following results identify the progress of learning from Pre Primary to Year Five.

Staff Allocations for 2020. We welcome Justine O'Malley to our 2021 team.

We look forward in anticipation to a wonderful 2021 School year. On behalf of the Staff, I wish you a Holy Christmas, Happy New year and hopefully safe and happy memories during your holidays.

Carmel O'Shaughnessy

Principal

Treasurer's Report

2020



Prepared by Alana Marshall, Board Treasurer

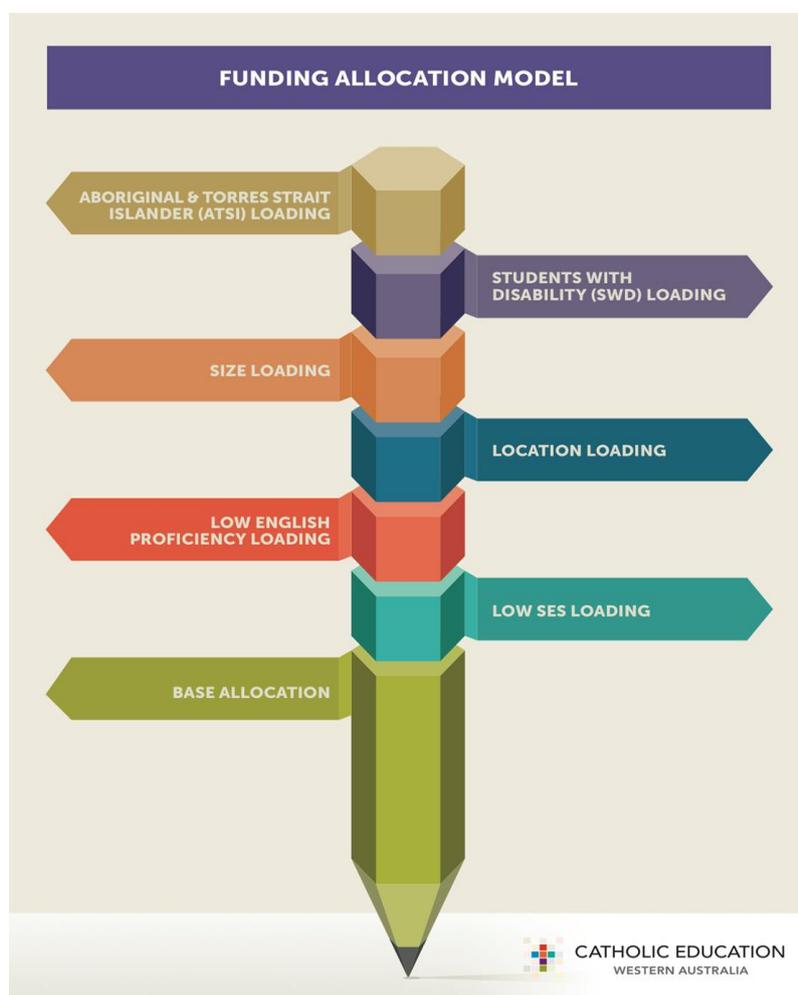
2021 Budget Information

2021 Enrolments

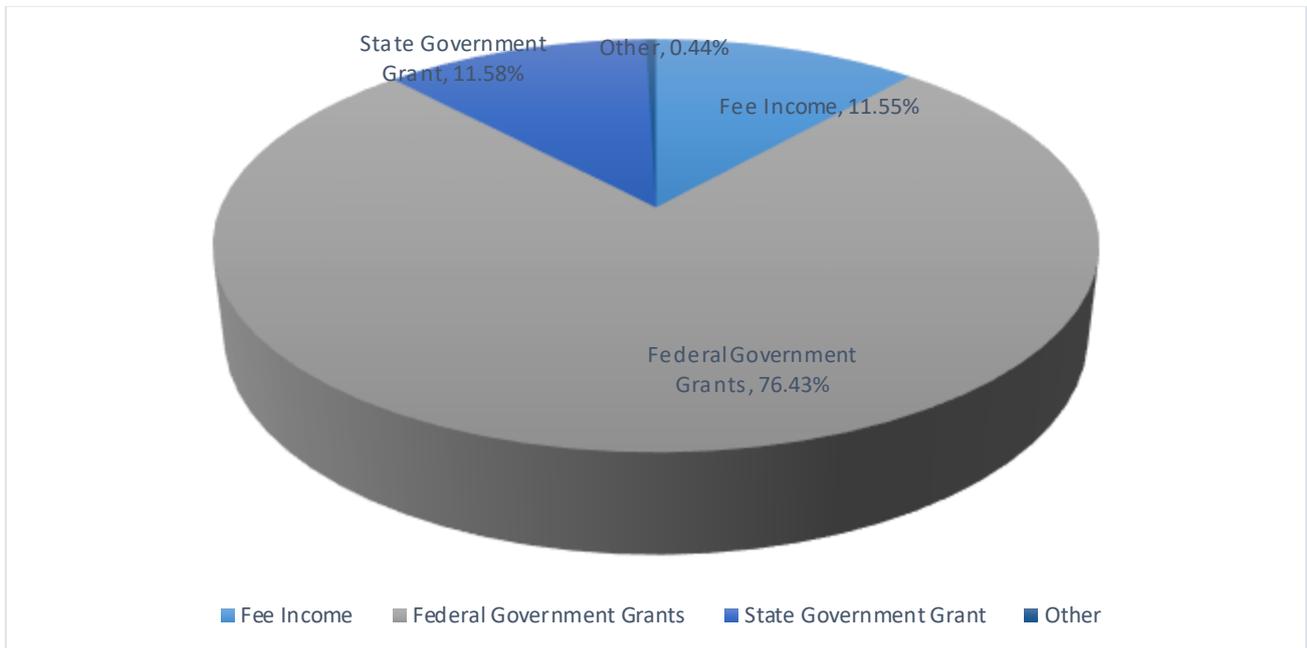
- 14 Pre Kindergarten Students
- 24 Kindergarten Students
- 16 Pre Primary Students
- 32 Year One Students
- 24 Year Two Students
- 24 Year Three Students
- 11 Year Four Students
- 16 Year Five Students
- 3 Year Six Students

2021 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)

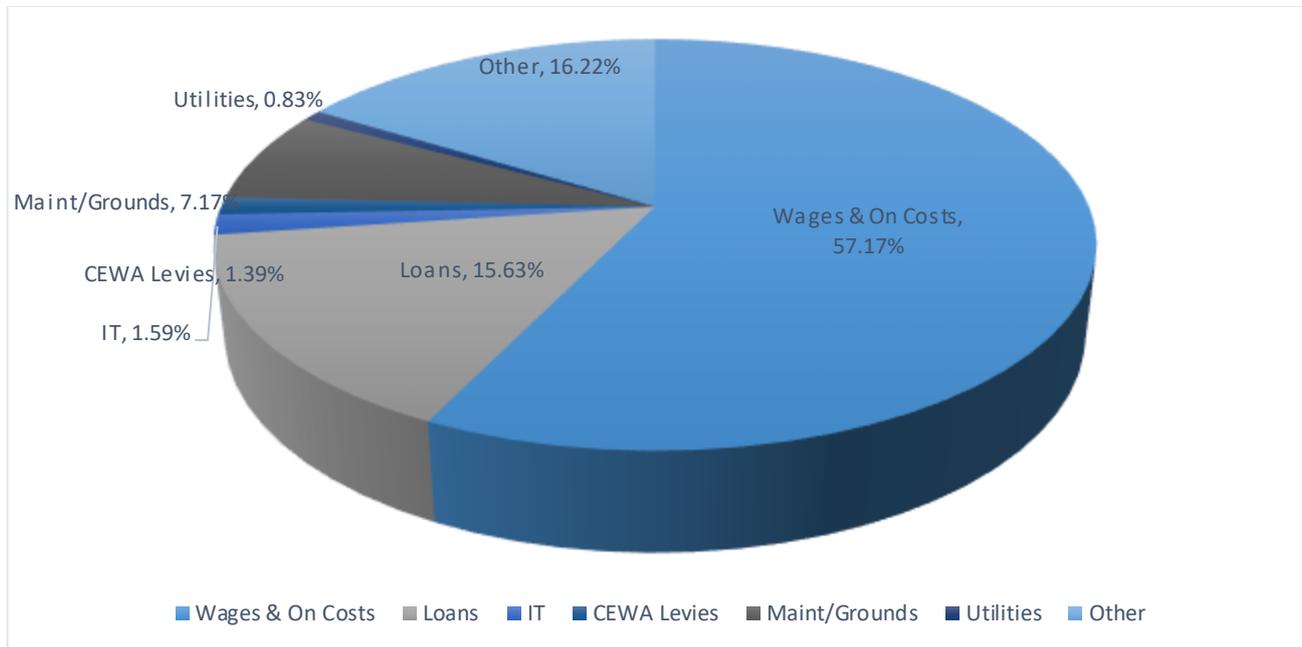


Budget for Income 2021



- ✚ **Fee Income** (School Fees) is 11.55% of our budget.
- ✚ A 0% increase on all school fees and charges has been mandated by CECWA for 2021.
- ✚ **Federal Government Grants** - this is made up of various grant allocations and is 76.43% of our budget. (The Australian Government Recurrent Funding grant is (\$7,671.00 per PP-Yr6 Child)
- ✚ **State Government Grant** is 11.58% of our budget. (State Government Funding is based on \$3,170.00 per Kindergarten Child and \$2,112.00 per Pre Primary to Year Six Child)
- ✚ **Other** is 0.44% of our budget. (Application Fees, Bonds, Interest, Donations, Uniforms)

Budget for Expenditure 2021



- ✚ **Wages and On Costs** (Staff Salaries) is 57.17% of our budget.
- ✚ **Loan Repayments** is 15.63% of our budget.
- ✚ **IT, Computer and Internet Costs** is 1.59% of our budget.
- ✚ **CEWA Levies and Charges** is 1.39% of our budget. (Copyright, Audit and Accounting Fees, CEO Levies, Co-Responsibility)
- ✚ **Maintenance, Grounds and Improvements** is 7.17% of our budget.
- ✚ **Utilities** is 0.83% of our budget.
- ✚ **Other** Expenditure is 16.22% 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.

Tuition Fees 2021

	Pre Kindy	Kindergarten	Pre Primary	Year One to Year Six
Tuition	\$2,800.00	\$730.00	\$1,200.00	\$1,200.00
Amenities		\$150.00	\$150.00	\$150.00
Excursion and/or Incursion Levy		\$50.00	\$80.00	\$80.00
PE (Swimming)				\$150.00
ICT Levy		\$90.00	\$150.00	\$150.00
Insurance		\$20.00	\$20.00	\$20.00
Booklist Items		\$140.00	\$140.00	\$140.00
Language Screening		\$85.00		
Occupational Therapy Screening		\$85.00		
Building Levy (Family Charge)		\$146.00	\$240.00	\$240.00
CSPWA Association Levy (Family Charge)		\$30.00	\$30.00	\$30.00
Yearly Total	\$2,800.00	\$1,526.00	\$2,010.00	\$2,160.00
Fees per Week (based on 40 weeks)	\$70.00	\$38.15	\$50.25	\$54.00

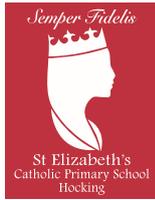
Note: School fees are subject to change.

Sibling Discount

The level of sibling discount is determined by Catholic Education WA.

1 st Child enrolled	0%
2 nd Child enrolled	20% of that child's tuition fee
3 rd Child enrolled	40% of that child's tuition fee
4 th Child enrolled	100% of that child's tuition fee

All students and families are eligible for sibling discounts including families who receive automatic tuition fee discounts as holders of eligible means tested family concession cards. Sibling discounts apply to kindergarten students.



St Elizabeth's Catholic Primary School

Annual General Meeting

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 2020 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 or 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 who has the overall responsibility of staff, students and all who come on site to assist making our school a community friendly one.
- CECWA recommended school fees remain at the current rate.
- I wish to thank our Groundsman 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 a 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 2020 for their commitment to robust discussions and decision 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, Helen Sykes the CSPWA Secretary and Clinton Ayres the CSPWA Treasurer. We thank the parents who have in the past attended meetings regularly, we also thank the parents who work behind the scenes. 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 2020

Due to the restrictions created by COVID-19, meetings were cancelled. However, the activities planned for 2021 will, if all is well, roll over to next year.

We are delighted to see the current new buildings surging ahead. The enclosed undercover area will be of great value throughout the seasons. The library will be a great asset to the staff, students and parents. We look forward to being able to take possession which should be early next year. The last portion of the build includes terrace work, landscaping and the ramp to the library.

Staffing

Justine O'Malley commences in 2021 as a shared teaching role in Pre Primary and will also take on a part time role as Social Worker. Justine comes to us from CEWA where she has been training teachers throughout the state in Catholic Schools the Keeping Safe Program. We welcome Justine into our Community. Tanika Farmer is returning from Maternity Leave to a teaching role two days a week. Welcome back Tanika.

We say goodbye to Lucy Roberts who was working as an Education Assistant in Pre Primary.

Catholic Education has become incorporated as of 1 January 2020 and is now known as Catholic Education WA Ltd (CEWA LTD). Therefore, as I mentioned in my report last year, School Boards in schools will no longer exist under this name. They are now referred to as The Catholic School Advisory Council. The Catholic Education Commission has directed CEWA to redraft the existing CECWA Catholic Board Constitution to reflect its new governance structure. Transitional arrangements will be in place for 2021, the new Terms of Reference for the Catholic Advisory Council will be effective from 1 January 2022.

A special thank 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 Treasurer 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 2020.

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 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.

Thank you for your time, support and attention tonight.

Rick Goodfield

School Board Chair



St Elizabeth's Catholic Primary School

Annual General Meeting

CSPWA Association President's Report

Unfortunately, due to the constraints of COVID - 19, Meetings throughout the year were cancelled. There were no activities conducted by CSPWA.

We are hoping 2021 will prove a successful and vibrant community to support the school.

Belinda Stewart

President CSPWA