St Bernadette's
Catholic Primary School

Kindness, Honesty, Respect

2014

School Community
Annual General Meeting

Reports
7:00 pm: Welcome [Board Chair, Kylie Henning]

- Prayer and Parish Priest Report [Fr Gavin]
- Board Chair Report [Kylie Henning]
- Board Treasurer Report [Lee Cousins]
- Election of Board Members [Kylie Henning]

- P & F President’s Report [P & F President, Robyn Cantatore]
- P & F Treasurer’s Report [P & F Treasurer, Tracey Grljusich]
- Election of P & F Office Bearers [Kylie Henning]
- Principal’s Report [Steve Gibbs]
- 2014 School in Review Powerpoint presentation [Catherine Flynn]

- Conclusion followed by drinks and nibblies.

Thank you for making the effort to attend tonight.
Welcome/Introduction  
St Bernadette's Catholic Primary School AGM 2014

Good evening to you all, and thank you for your time in attending our St. Bernadette's Catholic Primary School AGM of 2014.

Here tonight we are being presented with a number of reports. We will also elect new members for the School Board and the P&F Association. We will also receive a school budget briefing for the 2015 school year.

To start the evening I would like to hand over to Father Gavin Gomez for our opening prayer, and have him follow on with his Parish Priest report.
Chairpersons Report 2014

Good evening everyone. Thank you for your attendance during this very hectic time of the year. It is very much appreciated.

I am Kylie Henning, Chairperson and member of the School Board, in which I have had the great pleasure to be part of.

I would like to firstly acknowledge the professionalism and commitment of the wonderful, passionate staff who under the leadership of the Principal, Steve Gibbs, provide a high level of education in a safe, encouraging and nurturing environment. Thank you, every one of you, for what you provide for our children.

Thank you to the P&F Committee who always work hard to improve the amenities and programs throughout the school. These parents are fabulous role models for our children.

My fellow Board members who always place the needs of the students and staff as the highest priority, thankyou, for the time and effort you give to all discussions and decisions that are made. Special mention must go to the Principal, Steve Gibbs, Finance Officer, Kirstine McDonnell and jack of all trades, Annie Redburn for providing timely and relevant financial or administrative information to the Board. Without this information and support the Board is unable to make decisions that support the strategic direction of the School.

Recently we received the resignation from our Board member, the lovely Barbara Nash. Apart from being a very dear friend she has been a dedicated, valuable Board member for the last 5 years. Originally the resignation was due to the family relocating to Canberra however they are remaining in Port Kennedy but Barb is going back to study and making a career change. Although she will be sadly missed on the Board we are rapt she is remaining part of our community. Thank you Barb, for being you.

Highlights of 2014

No BER build but still plenty of action around the school.

In the January holidays the Pre Primary had new flooring and furnishings installed.
The IT infrastructure has been completed. Fibre optic cabling has now been run to all blocks and switches upgraded to support this change. This was a necessary first step in our overall IT upgrade.

A new IT lease was signed. Not quite a 1:1 program however each class received 8 ipads giving each block a class set of 32 to use and all teaching staff were given an ipad each.

We have started replacing the whiteboards as they die with 60 inch flat screen tv’s. This transition will continue.

Earlier this year Staff, Board members, Students and selected Parents of the School were invited to complete a QCS survey. This survey is for the school to receive data to assist in understanding how well our school is operating. The results showed there was an improvement in most areas. The culture of the school many felt was more positive. Area’s identified for improvement have had action plans implemented.

Everyone likes to be appreciated. Principal, Steve Gibbs recommended introducing ‘Commendations’ to Staff for that ‘something’ that should be recognised. This has been very successful. Many recipients have emailed, sent a card or grabbed me at school to say thankyou and how grateful they are for that bit of recognition. Good on you Steve, great idea.

Well, that was 2014 in a nutshell. In a few weeks’ time, many of you can sit back, put your feet up have a cold refreshment and think, I deserve this. Thank you to all involved for making this year another successful one.

Take care. Cheers to you all.

Kylie Henning

Chairperson
On behalf of the St Bernadette’s School Board, I will now like to present the 2014, Treasurer’s Report.

Firstly, I wish to recognise the efforts of the Finance Officer, Kirstine McDonnell and School Secretary, Annie Redburn. Under the direction of Mr Gibbs, both Annie and Kirstine have worked tirelessly in helping to oversee the management of a very tight budget this year, which has enabled the School Board to make informed financial decisions.

The 2015 school budget will be tight, with minimal increases in both expenditure and income. In fact, the overall increase in income, mainly via school fees, will be the smallest increase over the past seven budget years.

Continuous disciplined financial management, the most significant of which has been on the collection of school fees, has met with mostly successful results. The school has maintained closer communications with families to ensure fees are paid in a timely manner, with most achieved via direct debits and through repayment schedules. This has helped the school maintain a consistent cash flow this year. However, there are still some parents who have difficulty meeting the obligations or fail to come to workable arrangements. These situations are carefully and pastorally monitored and, where deemed necessary by the School Board, have resulted in outside legal collections.

As can be seen from this chart, other than for salaries, the school’s key expenditures for the year to date have centred on the grounds, buildings and information technology (IT). The school has also honoured its ongoing commitment to share the refurbishment of the parish car park, and there have been continued paving upgrades around the school.

At this point, I would like to acknowledge the continued support of the P&F. The implementation of the $50 P&F levy has assisted them in providing funds for various items, including the recent purchases of musical equipment for the school’s rock band. Such support is much appreciated by both teaching staff and the School Board.

Under the instructions of the Catholic Education Office, the 2015 budget will include:

- An increase in tuition fees of 3% for K-Yr6.
- An increase of the Building Levy to $ 232.80 per family, which is the recommended level from the Catholic Education Office, based on 20% of the tuition fee.

The Health Care Card Subsidy Scheme will provide assistance for more than eighty students whose families qualify for the program.

As can be seen from the summary slide, the 2015 initial budget shows a small surplus. The School Board is confident that this is a realistic target, acknowledging tight financial management is still a priority.

This next chart shows the loans and the dates at which they finish. It illustrates that the school’s finances should steadily improve over time.
The main expenditure items in 2015, which includes items from the second stage of the School Board’s Maintenance Sub-committee Refurbishment Program, will be:

* A new undercover/verandah to the Pre-Primary area.
* The replacement of some flooring to the Year 1 classes. This will include new lino.
* The continued replacement of electronic whiteboards with Apple TVs and LCD displays (4)
* New furnishings to the Year 1 classrooms.

Eventually, the refurbishment program will cover the entire school.

Thank you.

Lee Cousins

On behalf of the St Bernadette’s Catholic School Board

November 25th, 2014.
St Bernadettes Catholic Primary School 2014 AGM
P & F President’s Report

Welcome everyone to St Bernadette’s Catholic Primary School 2014 Annual General Meeting. The P&F is about building a sense of school community and raising funds for the ongoing improvement of the education of our children. Your attendance and support today and throughout the year is greatly appreciated.

2014 has seen the P&F continue to support St Bernadette’s Catholic Primary School, contributing to the school and most importantly, supporting the students, with a goal to bring together the school community through initiatives and events that have sustained throughout previous years.

I would like to take this opportunity to mention a few of our favourite events held throughout the year and to thank the many parents and friends who volunteer their time, knowledge and good-will to support the activities provided by the P&F Association. These events could never happen if it wasn’t for their hard work and assistance and I must apologise in advance if I forget anyone.

We started the year with our Annual Welcome Morning Tea. It’s a fantastic introduction for new parents and families to get involved in our wonderful school community. Thank you to all who came along, with special thanks to Paula Britten and Kim Pages who helped to set up and pack away.

The Easter Raffle is always a favourite event each year and a massive thank you goes to Kat Bunce for organizing, preparing and storing the eggs and prizes.

As most of you are aware, each year we provide a Mothers and Fathers Day Stall for the children. A great deal of work goes into preparing and running the stalls each year. Thank you to Fiona Perry, Jamie Dabinet and their many helpers for all of their arranging and preparation skills. The children love choosing a special gift for their mums and dads and the feedback from the parents regarding the gifts are nothing but positive.

An enormous thank you goes to Rodney Robinson from Redicut Butchers in Warnbro for donating sausages for our various Sausage Sizzles held throughout the year. What a terrific support he and Redicut Butchers continue to be for our school community. Also, the sausage sizzles would never happen without the help of John Kursar, Kat Bunce and a fantastic team of parents, thank you all.

The School disco continues to be the highlight of the year for all the children. We have a fantastic ‘Disco Team’ headed by Bob Henry and Lee-Anne
Seuren, who diligently put in their own time to provide a fantastic experience for all St Bernadette’s children to enjoy. A very special Thank You goes to you both and to all our 2014 disco helpers.

The Parent Class Representatives perform an important part of the P&F committee, keeping their class up to date with social events and school information. Thank you for all of the effort throughout the year.

I would like to thank Steve Gibbs, Catherine Flynn, Deborah Addison and the teachers at St Bernadette’s for their continuing support of the P&F. A special thanks goes to the administrative staff, we sometimes forget that our events create additional work for them – particularly for Annie Redburn and Kirstine McDonnell. Thank you all.

Lastly, but by no means least, to my fellow executives I thank you for your time and dedication throughout the year. Raelene Tully, Tammy Priestley, Tracey Grljusich, John Kursar, Nicola McLean and Paula Britten. The 2014 Executive Committee has been an amazing team and I commend them for their untiring support and commitment throughout the year. It is with a heavy heart that we say goodbye to Tracey, Nicola and Paula who have resigned from the Executive Committee. Your hard work and enthusiasm will be missed. Their resignation now leaves the door open for new fresh members to step up and take on the challenge and welcome in 2015.

2015 brings with us a new capital project – The Nature Playground. The beginning stages are already underway, with Raelene Tully, John Kursar and Tammy Priestley heading up the challenge. Raelene, John and I visited St Jerome’s Catholic Primary School and Assumption Catholic Primary School during Term 3 to get ideas on costs and design. It is a huge project and will require support and assistance from all areas of the school community, but I know the St Bernadette’s parents and friends will be there to help.

I encourage all school parents to become involved in your P&F. Come along to a meeting, an event or a social activity. Being involved in even the smallest way throughout the year helps the P&F to contribute towards the improvement of St Bernadette’s and to the benefit of the entire school community.

All P&F Executive Committee positions are now vacated and there will be elections for 2015 Executive Committee at the conclusion of this meeting.

Thank you.
### St Bernadette's Catholic Primary School

#### P & F

**As at 25th November 2014**

<table>
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<th>Description</th>
<th>Revenue</th>
<th>Expenses</th>
<th>Net Revenue less Expenses</th>
</tr>
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<tr>
<td><strong>Opening Bank Balance as per P &amp; F General Ledger as at 1st December 2013</strong></td>
<td>$2,220</td>
<td>$1,555</td>
<td>$665</td>
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<tr>
<td>Mother's Day Gifts</td>
<td>$2,220</td>
<td>$1,752</td>
<td>$469</td>
</tr>
<tr>
<td>Father's Day Gifts</td>
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</tr>
<tr>
<td>P &amp; F Levy 2013</td>
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<td>$4,595</td>
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<tr>
<td>P &amp; F Levy 2014</td>
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<td>$7,987</td>
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<tr>
<td>Payment to St Bernadette's for Books and Music Equipment</td>
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<td>School disco</td>
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<td>Sausage Sizzles</td>
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<td>Melbourne OPC School Contribution</td>
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<td>School Commission School Banking</td>
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<td>Other Revenue raising activities</td>
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<td>$285</td>
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<td>P&amp;F Federation Annual Fee</td>
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<tr>
<td>Gift to Breakfast Club for a new Toaster</td>
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<td>-$118</td>
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<td><strong>Closing Balance as per P &amp; F General Ledger as at 25th November 2014</strong></td>
<td><strong>$20,932</strong></td>
<td><strong>$11,320</strong></td>
<td><strong>$9,377</strong></td>
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</table>

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<thead>
<tr>
<th>Revenue</th>
<th>Expenses</th>
<th>Net Revenue less Expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>$20,698</td>
<td>$11,320</td>
<td>$9,377</td>
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This year I have had the pleasure of having my first full year as Principal of St Bernadette’s. It has been a busy yet rewarding and successful year in which much has been achieved with the help of many of you who are here this evening.

This report is a combination of past, present and future. As part of System and Government regulations I am required to report to the community on a number of key performance indicators. Whilst this is published in June annually on the school website, I will take the opportunity to report to you on some of this information that relates to the 2013 school year. I will also talk about the year that has been and highlight some of the activities of the school and staff, this will also include a brief presentation on NAPLAN results past and present. Finally I will share the future direction for the school, including some financial commitments and staffing for 2015.

At the conclusion of the 2013 school two staff left the school and the staffing qualifications were as follows; Diploma of Education (2), Bachelor degrees (16) Masters of Education (8). Student attendance in 2013 was at an average rate of 93% with this being spread relatively evenly across year levels. 90% of graduating Year 6 students went on to attend Kolbe Catholic College with the remainder attending a variety of Catholic and Independent schools, with a small percentage going on to a DET school. This is a brief snapshot of school performance indicators and the full report is available on the school’s website.

This year has seen the staff involved in a variety of professional development activities. Continued whole school professional development around the school focus of phonological awareness and spelling was undertaken, a religious education day centred on prayer and time was spent on the new Western Australian Curriculum and AITSL professional standards for teachers. We also continued our focus on teaching strategies shown by research to have an impact on student learning. The school also attending the two day Curriculum Conference which is held bi-annually. This was a fantastic opportunity for staff to engage in presentations around their own interests whilst also hearing key system addresses. The PowerPoint chart shows a breakdown of staff professional development for 2014.

Students achieving above the national benchmark in NAPLAN testing continues at a stable rate. Our 2014 Year Three cohort is again strong and have this year performed exceptionally well across the board. It is pleasing to see this result as it is the second year running we have had a strong Year Three result. Our Year Three results this year have also improved upon last year’s cohort results. This national test must be looked at in context however as it provides information on a limited aspect of a child’s learning and development and is but one piece of the assessment pie.

This year has seen a number of developments occurring within the school. Our Pre Primary classrooms were refurbished with new carpet, lino and furnishings. Our IT infrastructure was upgraded so that all areas of the school have fibre optic wireless network access. All teaching staff received an iPad mini and each class a set of 8 iPads. Our library received a lab of new ACER notebooks. The technology investment in conjunction with a successful Curriculum Conference has led to much learning and a trial of a 1:1 program in Year 4. This trial is to continue next year in our Year 6 class and is the beginnings of an investigation into a future 1:1 program at St Bernadette’s.
Whilst last year I spent a lot of time meeting with staff and parents as a process of getting to know the school community this year I have been able to work on the consolidation of initiatives we implemented as a staff in 2013. It has been pleasing to see the growth and development within the school and I look forward to continuing this journey with staff, parents and students.

Funds have been allocated for next year to continue our process of refurbishment of our Pre Primary block. The final stage will see the old verandah replaced with a new structure and blinds to allow the children to utilise the outdoor areas more regularly. The refurbishment program will also start in Year One with some lino being laid in the classrooms to allow for more art and outdoor flow activities. New furniture will also be purchased which will reflect a more contemporary and flexible style of educational options for the children. We will continue to upgrade our older electronic whiteboards as required with flat panel screens and Apple TV units. Funds have also been set aside to honour our ongoing commitment to the parish car park.

Our staffing for 2014 is as follows. (See powerpoint slides). At this point I would like to acknowledge staff members who are leaving. Kilian Buffier will be leaving us at the end of this year. Kilian is one of our most highly regarded and respected teachers and she will be greatly missed. It has been a long term goal of Kilian’s to work at Kolbe in the capacity she has successfully applied for and our students will benefit from her appointment as they progress to secondary school. Taryn Davies will be taking maternity leave and I wish her every success and joy in the special time that her and her husband Andy are soon to experience.

I would like to thank the Assistant Principals, Cath Flynn and Deb Addison for the way they have continued to support and assist me in decision making and direction for the school. Teresa McFarlane and Maureen Wall have also been invaluable as the second tier of leadership in the school and their support has been very much appreciated. The frontline staff of Annie Redburn, Lynne Sadler and Kirstine McDonnell have been a pleasure to work with and have been a great help in keeping me relatively organised. Our school is fortunate to have a dedicated, hard-working, professional and supportive staff. It is often the case that in the busyness of the year there is little time to stop and reflect on the roles we all play in children’s lives every day and how important this role is. I very much appreciate and thank every one of you for your contribution to the education of the wonderful children in our care.

The relationship the school has with the parish is a tangible and real connection with many of our staff being parishioners. I have had the pleasure of continuing to work with Father Gavin and his support of our students and staff is outstanding. I look forward to continuing to develop and strengthen our important relationship with the Parish.

I have again had the pleasure of working with a fantastic Board and P&F and have appreciated the encouragement, support and sound advice from this dedicated and professional group of people. Schools cannot function without these important volunteers and I thank the new board members for nominating for a position. During the year Sean Gardyne resigned and I would like to formally acknowledge his leadership of the board. Unfortunately Barb Nash our secretary and long standing board member is stepping down. I would like to thank her for her tireless work and dedication to the board.

I very much look forward to another year and working collaboratively to get the best results for the wonderful students of St Bernadette’s.

Thank you and God bless

Steve Gibbs
Principal