

## **AGENDA**

Welcome	Mr Mar Hube
Prayer	Fr Minh-Thuy
Apologies/attendance sheet	Mr Mar Hube
Housekeeping	Mr Mar Hube
Acknowledgement of Traditional Ownership	Mr Mar Hube

### **School Board:**

Treasurer's Report	Mr Mar Hube
Chairperson's Report	Mr Mar Hube
Principal's Report	Mr Greg Martin

### **No Board Election – no vacancies**

### **P&F:**

Treasurer's Report	Mrs Abbie Ehrhardt
President's Report	Mrs Jen Debono

P&F Election

Conclusion:	Mr Mar Hube
Election of Office Bearers:	Board & P&F Meetings

## **OFFICE BEARERS**

### **Board**

Chair	Mar Hube
Secretary	Paul Shanahan
Treasurer	Greg Armstrong - seconded

### **P&F**

President	Jenn Debono
Secretary	Verity Donovan (P&F representative on the School Board)
Treasurer	Abbie Ehrhardt

## **Welcome**

My name is Mar Hube. I have one boy at this school. You might recognise me as the father of Roman from year two green. He is one of two Roman's in year two.

<Photo of Roman>

Please take this opportunity to introduce yourself to other parents. May I suggest you say hello and introduce yourself to someone you do not know.

At the end of this Annual General Meeting there will be the chance to meet other parents, and teachers at this school. Please take this opportunity to say hello to the teachers. I also encourage you to mingle and introduce yourselves to someone that you have not yet met.

Interaction with P&F, Parish council/finance committees, Parish Priest, Principal and Bayswater community

## **Prayer – Fr Minh Thuy**

## **Apologies/Attendance sheet**

### **Housekeeping**

Toilets – this side of the classrooms. Male first floor, female ground level

Mobiles on silent

In case of emergency please proceed to the muster point located on the oval

### **Acknowledgement of Traditional Ownership - Slide**

I respectfully acknowledge the past and present traditional owners of this land on which we are meeting, the Whadjuk people. It is a privilege to be standing on Noongar country.

I also acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the education of all children and people in this country we all live in and share together – Australia.

### **Acknowledgements**

- Stephanie Coates, parent & Councillor West Ward, City of Bayswater
- Dan Bull, parent & Councillor West Ward, City of Bayswater
- Chris Cornish, parent & Councillor Central Ward, City of Bayswater
- Fr Minh-Thuy, Parish Priest & Deacon Truc
- Greg Martin, Principal
- Fellow Board members
- Members of the Parish Council
- Teachers
- Representatives from the Parents & Friends committee
- Parents
- St Columba's School Bursary Board of Trustees

- Mr Ross McLean, former Federal Member of Parliament, former member of the Australian Broadcasting Corporation Board of Directors, and former Chairman of the Fremantle Dockers Football Club
- Fr Minh Thuy, Parish Priest of St Columba's Bayswater
- Mr Michael Shanahan, Partner at McGrathNicol
- Mr Greg Da Rui, Pharmacist and Proprietor at Pharmacy 777, and former School Board Chair
- Mr John Murphy, former teacher at St Columba's with 30 years' service.
- Sr Mollie Wright, Mercy Sister and former Principal of Mercedes College

### **Format of the meeting**

- As per agenda
- Information session - no questions
- Treasurers report – no questions

### **Role of the Board - Constitution**

1. Planning for the present and future of the school
2. Dissemination of information about the school and catholic education
3. Liaising in all matters relating to the financial management of the school
4. Managing all the finances associated with the school
5. Advising the Principal with respect to School policy

### **Membership**

The Board comprises:

- a) Principal of the School as an Ex-Officio member;
- b) Parish Priest as an Ex-Officio member
- c) between four and six persons elected
- d) Parish Council representative
- e) Parents and Friends' Association representative
- f) Seconded parents

### **Mercy Values**

St Columba's School is founded on four Mercy Values. They are: Justice, Service, Compassion and Excellence;

In 2014 the school celebrated the Mercy value of Compassion, where children were encouraged to be thoughtful and considerate when someone is sad or troubled and actively try to make a difference.

This year we are celebrating the Mercy value of Justice.

As human beings we like to look out for each other. We have looked after and cared for others since the dawn of time. We are social beings. We rely on other people to make these relationships and to work together. We are encouraged rather than being egocentric to think about other people.

At St Columba's Primary we believe that justice is a core value that encourages children to think beyond themselves and look towards the other.

Next year, 2016 we celebrate the **Mercy value of Excellence**

"There is nothing of greater importance than the perfect discharge of our ordinary duties." Catherine McAuley

Excellence is the state of achievement of the highest possible standards.

Excellence calls us to do well and to give our very best in our service to others. We have a responsibility given to us by God to use our gifts and talents well

At St Columba's we encourage all to do your best so that you will make a positive difference in your own and in someone else's life.

## **Board report – 18 November 2015**

Acknowledge fellow Board Members

1. Greg Martin, Principal
2. Fr Minh-Thuy, Parish Priest
3. Verity Donovan, P&F representative on the Board
4. Steeve Lee
5. Paul Shanahan, Secretary
6. Heather Marrapodi
7. Natalie Campbell
8. Ann McGill, Parish representative
9. Phil Wild, seconded
10. Karen Meleca, School Bursar

As Chair of the School Board I set a very clear direction for this year 2015 and beyond. In addition to the constitutional obligations mentioned earlier, my priorities were:

1. To engage in the now and plan for the future
2. Ongoing implementation and review of the school strategic plan for 2013 – 2016.
3. Monitor the implementation of the out of school hours care program
4. Implementation of stage six school building plan – four classrooms. I believe that the years fives & sixes have already moved in.
5. Reduce canteen losses with the aim to break even
6. Lobby the Catholic Education Office for funding to build a new Administration building (stage seven)
7. Finally, and most importantly, the St Columba's School Bursary.

Before I go on and detail the achievements over this past year, I would like to take a moment to generally acknowledge our school and St Columba's Bayswater Catholic Community.

I announced earlier this year, following a Principal Review Process, that our Principal, Mr Greg Martin has had his appointment endorsed by Archbishop Timothy Costello for a third period of four years as from 1 January 2016.

On behalf of the School Board and St Columba's School community, I would like to again congratulate him on his re-appointment and many achievements.

I would like to express my appreciation to Greg for his enthusiasm in promoting St Columba's and his dedication and passion towards the education of our children.

A couple of months ago, I attended a meeting of the School Board Chairs conference in Perth. This is held every two years. Some weeks later the Parish had the pleasure of welcoming His Grace Archbishop Timothy Costelloe to the school as part of the preparation for confirmation.

I say this because the key messages raised from both these events were that:

- schools and parishes should work together more closely
- there should be more leadership and Catholic Identity
- more Community Engagement,
- and, enhancing our understanding of what makes a Catholic school Catholic.

I was pleased to say that our community of St Columba's can proudly boast in achieving these aims. It was publically acknowledged that St Columba's Community is a role model for most schools.

### **Achievements:**

- 1. To review and implement the school strategic plan for 2014 – 2016. It mirrors the Catholic Education Office of WA (CEOWA) Strategic Direction LEAD (Learn, Education, Accountability & Discipleship), formally the Quality Catholic Schools framework (Catholic Identity, Community, Education & Stewardship). School Improvement Plan**

The plan was finalised and approved in 2014 providing the school with a clear direction for the next three years. The Plan has been aligned with the Catholic Education Office Strategic Direction - LEAD (Learning, Education, Accountability & Discipleship), allowing both the Board and Principal to better coordinate activities and to assist with clearly reporting to the Catholic Education Office Western Australia outcomes.

This plan is reviewed regularly, once a term, to ensure that we are following an agreed path rather than having an ad hoc approach. To better achieve our goals, the plan has been distilled into the School Improvement Plan. This is a simplified document that picks a few key issues to address in a year.

The challenge for the next Board will be to commence work on the 2017-19 Strategic Plan.

- 2. Ensure and monitor the implementation of the Out of School Hours Care program.**

Following extensive consultation with parents in 2013 the Board approved the implementation of the Out of School Care program. The program commenced at the beginning of 2014. It is now licenced to accommodate up to 40 children. We are running at an average of 28 children per session (70% capacity).

Under the supervision of Miss Rebecca Shaw and now Ms Jess Scott, it continues to provide care before and after school, on school grounds. It is planned that this service will grow and continue to support the Mercy values in a more relaxed environment. Parents and teachers know what a success it is, but the real and best litmus test is feedback from our children. I know that when I pick up my child earlier than 5 PM he complains that I have arrived too early. He even wants to attend vacation care during the school holidays to play with his mates!

With the new building program completed, the service will move into the refurbished undercroft area, where we are now.

The Board also agreed to increase the Out of School Hours Care fees. This was a result of increased operating and staff costs, in particular the recently ratified Enterprise Bargaining Agreement. Surplus funds are used to support the school in purchasing equipment.

### **3. Stage six Capital Development Plan (CDP).**

We now have four new classrooms and a refurbished undercroft area.

In 2013 the Board held a number of meetings with the Catholic Education Office and the architects to design the best outcomes for Stage 6 i.e. a four class room block with toilets, enclosed undercroft area (new home for the Out of School Hours Care program) a new administration building and covered court. Funding was only available for stage six – the four classrooms!

Plans have been approved for a new administration building and covered court.

Discussions are ongoing with the Catholic Education Office to seek the additional funding to complete the administration building (Stage 7) with a covered court, and therefore finally complete the school building program with minimal disruption to the school. It must be noted that the stall working conditions are cramped and there are Occupational Health and safety concerns.

### **4. Canteen**

After much deliberation the Board made the decision that unless the canteen does not break even by the end of 2016, then it will be closed.

For a few years the school canteen has been making a financial loss. Many efforts by the Board, Parents & Friends and the school community have been made to assist in reducing or minimising this loss.

The Catholic Education Office of Western Australia (CEOWA) has a requirement that all school trading accounts like the School Canteen or the Out of School Hours program operate at break even or run a surplus.

It has therefore been decided that other school trading accounts cannot further carry the losses that are being made by the canteen.

With support from the school community and recommendations from the WA Schools Canteen Association we have been able to half the loss to an expected \$7,000 for this year. With further work, we plan to reach a breakeven point by the end of 2016.

## **5. Bursary**

Last year the School Board made the decision to make the St Columba's School Bursary a priority for implementation. The Bursary presents an opportunity for the School, the Parish and the wider local community to work together closely to influence and enrich the spiritual, social and economic fabric of the school and wider community. The Bursary is aimed at identifying a child in the local community whose financial circumstances would normally prevent them with the opportunity to have a high-quality education - underpinned with a Catholic ethos in a caring, supportive and secure environment.

With pro bono assistance from Herbert Smith Freehills we are progressing to setting up a tax deductible status.

Paul Shanahan has been leading the Bursary project. He has been instrumental in making sure that the Board are focused.

I would like to publically acknowledge the Parish Council and the Endersby family.

The Parish has agreed to support the Bursary to the tune of \$2,500 per annum for the next ten years.

The School and Board are very grateful to the Endersby family – Mark, Helen and Lily. Lily is a student in year three. Sadly, Helen Endersby passed away earlier this year from cancer. She has requested that \$15 000 be donated to the school to help the disadvantaged children in our community.

## **P&F**

Under the leadership of Jennifer Debono, President of the P&F, I would like to acknowledge the P&F and all the parents that attend the meetings and help out doing in so many things around the school, the fund raising, tuck shop, uniform shop, class helpers and in particular, Pastoral Care group etc. Your dedication and enthusiasm makes this school. Thank you.

## **Close**

This brings my report to an end. I would like to thank the parents of the year sixes who will not be returning next year. I hope that in part, this community, our community has assisted you in raising and educating your child and developing the foundations for their graduation to high school, but more importantly, strengthening them as a young person to meet the challenges and awes of life. I hope high school and the new phase of education is a fulfilling and fruitful as has been here at St Columba's.

I also, on behalf of the School Board would like to wish you happy and safe holidays, a holy festive Christmas, and a prosperous New Year 2016.