

*Kindness, Honesty, Respect*



**St Bernadette's  
Catholic Primary School**

**2016**

**School Community  
Annual General Meeting**



# St. Bernadette's Catholic Primary School

Grand Ocean Boulevard, Port Kennedy, W.A., 6172



**St Bernadette's  
Catholic Primary School**

Fr Gavin Gomez  
(Parish Priest)  
Phone: 9593 4670

## **School Community Annual General Meeting**

Mr Steve Gibbs  
Principal  
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Warnbro WA 6169  
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### **2016 AGENDA**

**7:00 pm: Welcome [Board Chair, Paul Onoforo]**

- **Prayer and Parish Priest Report [Fr Gavin]**
- **Board Chair Report [Paul Onoforo]**
- **Board Treasurer Report [Robyn Cantatore]**
- **Election of Board Members [Paul Onoforo]**
  
- **P & F President's Report [P & F President, Angela Dugouchet]**
- **P & F Treasurer's Report [P & F Treasurer, Tracey Morandin]**
- **Election of P & F Office Bearers [Paul Onoforo]**
- **Principal's Report [Steve Gibbs]**
- **2014 School in Review Powerpoint presentation  
[Catherine Flynn]**
- **Conclusion followed by drinks and nibbles.**

*Thank you for making the effort to attend tonight.*

# **Welcome/Introduction**

## **St Bernadette's Catholic Primary School AGM 2016**

Good evening to you all, and thank you for your time in attending our St. Bernadette's Catholic Primary School AGM of 2016.

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 2017 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.

Lord

We are asking you to be among us,

To show us the way,

To help us recognise our direction,

To have us wait on your will

And not upon our own or others' expectations

To help us remain sensitive to each others'

needs, so that when we are strong

We may dare to give

And that when we are weak

We may be able to share our need

And not to fear to receive . . . . .

Lord

May we become an open, welcoming community

May others find us genuine and loving,

May others share our joy;

And may they feel safe to share with us their riches.

We ask this in your name.

Amen

## PARISH PRIEST AGM REPORT 2016

### 1. CHURCH REPAIRS

A tough first 10 months of the year whilst the Church was being repaired because of fire damage. Masses were held in the Parish Hall and also in the School Undercover Area and Library. Due to the unavailability of the Church, attendance numbers declined, but, now that the Church has been reopened, we remain hopeful that the numbers will increase.

### 2. NEW PRESBYTERY

After looking at all our options for a new presbytery an opportunity arose to purchase an ex-Salvation Army Church Office premises. The Parish has now purchased this building after it was found that it met all our requirements for priest's accommodation and administration workspace. Approval for the purchase was received from the Archbishop.

### 3. WEEKLY CONTINUOUS CATECHISM

Very well attended by state school children and coordinated by Angela Bregger

### 4. 9AM SUNDAY MASS - CHILDREN'S LITURGY

Has recommenced and Co-ordinated by Angela Bregger

### 5. WEDNESDAY MORNING MASS for SCHOOL CLASSES

Very good attendance and participation at Mass and question time.

### 6. TEACHING STAFF & CHURCH

Very good attendance and ministry support such as Choir, Extraordinary Ministers, Readers, Children's Liturgy & Sacrament preparation.

### 7. YOUTH GROUP - Year 6 - 12

"24:7 South Youth Group" (Rockingham, Baldivis, Port Kennedy and Kwinana parishes)  
Every Friday night @ 7-9pm in the Kolbe College Gym. Nearly 40 attend.

### 8. STATISTICS FOR 2016

- Infant Baptisms : ..... 61  
Slightly down on Last year: 72
- Adults received into the Church: ... 3

On behalf of St Bernadette's Parish, thanks to all who have supported the Church in this last year, Principal Steve Gibbs, Teaching Staff, Board Members and P & F members.

## **Chairman's report 2016**

The 2016 year has again been a very rewarding year for all of us involved here at St Bernadette's. As Parents I think we are not fully aware of how much work is involved in managing a school with close to 500 students ranging in age from 3 to 12 years. Whether it is daily teaching activities, school masses, preparing for assembly items, arranging excursions or tending to our children's needs, there is significant expertise, planning, flexibility and at times patience, that is required by the teaching staff at this school.

As Board Chairman and with our board members we have the honour of seeing some of the behind the scenes operations and the planning that takes place to ensure our children receive a quality Catholic Education. The school board plays a small but important role in assisting in the management of the school. Our role is primarily to act as a sounding board for Steve Gibbs and execute on matters of a financial and commercial nature.

The Board would like to thank Father Gavin and the Parish for amazing achievement of working with an insurance company and bringing the church back on line within a year that alone deserves a special mention. We know that our church is the envy of many and the School is very proud to be part of this Parish Community.

The Board would also like to acknowledge the P&F for their contribution. We are extremely fortunate to have such a committed group of parent volunteers who strive to provide the best environment possible for our students. We thank you greatly for the efforts of this year.

We should also take this opportunity to thank our Assistant Principals. Your support and hard work throughout the year has also been greatly appreciated. We thank you for your ongoing contribution to the Board meetings especially your insightful nature which remind us all of why we are all really here.

## **Highlights 2016**

Introduction of the iPad 1:1 program into Year Four

Commencement of the Nature Playground – supported by the P&F

Work to the Church being completed

Ongoing refurbishment program for classrooms – Furnishings, flat panel TV's.

In closing, I'd like to note for the Annual General Meeting that St Bernadette's Catholic Primary School continues to be in a very strong spiritual, educational and slowly turning around to be in a fruitful financial position. We continue to have strong enrolments for 2017 and with the ever present support of Steve Gibbs, his management team and Father Gavin, our Catholic Community will continue to flourish and grow. This was my last year serving on the school it has been an honour and privilege to serve in your school.

Thank you

Paul Onoforo

## St Bernadette's Catholic Primary School – 2016 Treasurer's Report

On behalf of the St Bernadette's School Board, I would like to present the Treasurer's Report for 2016.

Firstly, I wish to recognise the efforts of both Kirstine McDonnell and Annie Redburn. Under the direction of our Principal Steve Gibbs, Annie and Kirstine have effectively managed a tight budget, which has enabled the School Board to make knowledgeable and sound financial decisions this year.

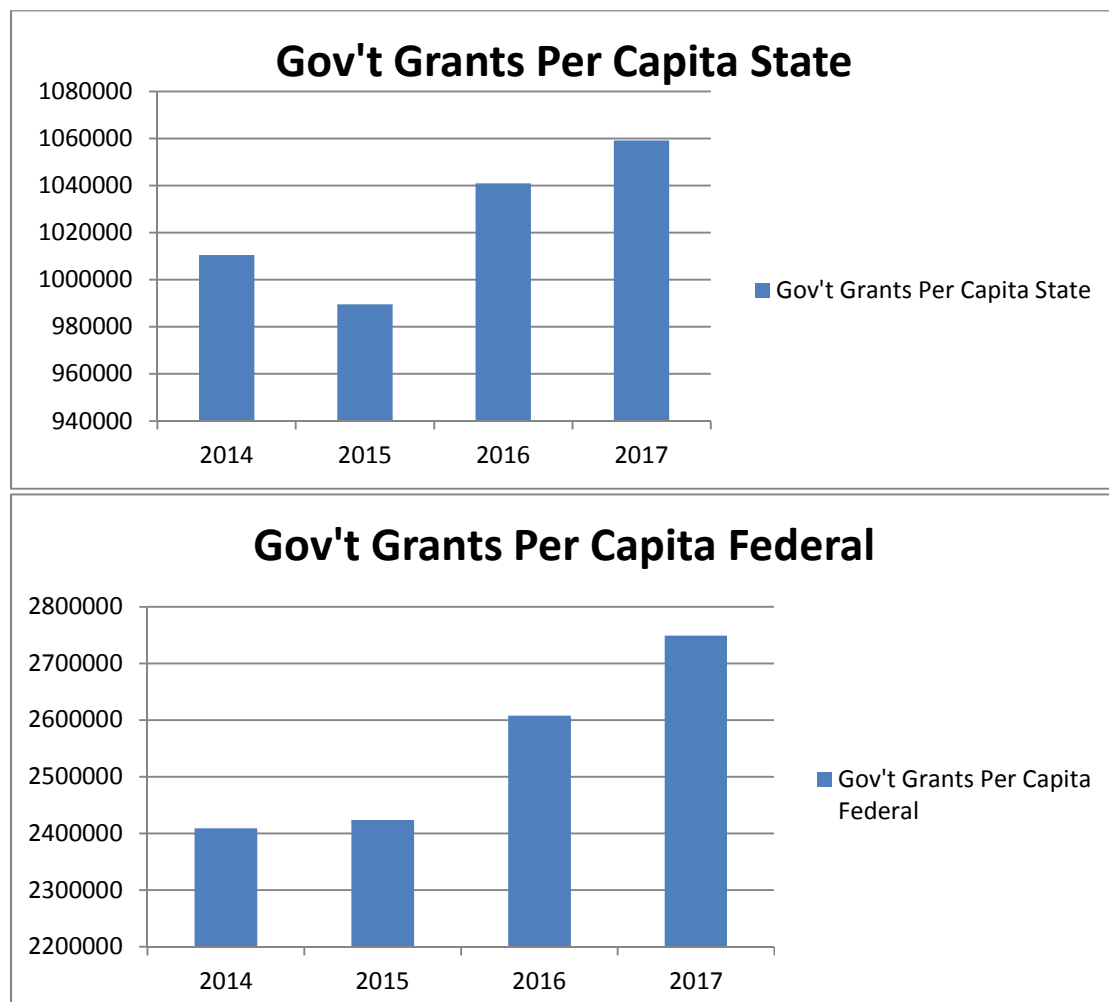
This has been a successful year. We had budgeted for 452 students between Kindergarten and Year 6 for 2016 and we have finished the year with 459. As a result the school received an additional \$11,254 in Per Capita Grants from the Commonwealth Government.

Receipt of school fees has slowed during the year as the effect of the economic downturn was felt by our families. As always, Mr Gibbs has been active in assisting parents to seek payment options that will help them maintain their child's place at the school until they can recover from their difficulties. At present, there is approximately \$7,000 more outstanding in current Fees and Charges than at this time last year. The Board is kept fully informed of the situation and is monitoring it.

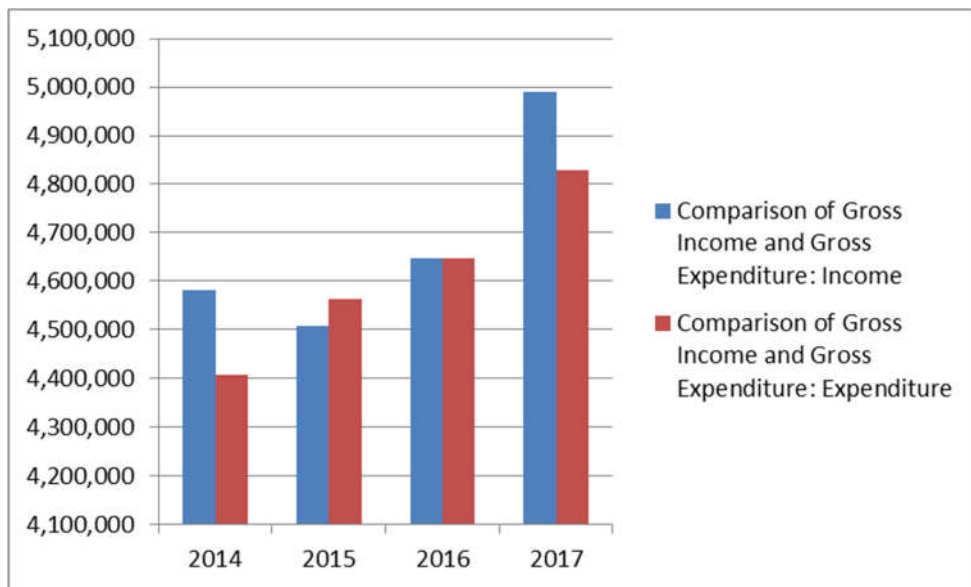
However, the school has been very active in keeping close control of expenditure. As a result there are currently no areas of expenditure that are over budget for the year. The school's level of expenditure has also been reduced because we have retired another Loan – the second fully paid loan in 18 months.

It is anticipated that the small budgeted surplus of \$19,000 will be achieved, and possibly exceeded.

The school has been helped a great deal by the increase in the Government Grants. In 2016 we have received a total of \$3.543 million in per capita grants from the State and Federal Governments. In 2015 we received a total of \$3.345 million in Per Capita Grants and are expecting the Grants to rise again in 2017.



The Catholic Education Office of WA has issued the school with a “Capacity to Contribute” figure. This is the recommended amount of fees which each school is required to charge. At present our fees are slightly more than that. In view of the increase in Government Grant funding for the school, the Board has decided to maintain the Fees and Amenities charges at the 2016 level.



### **Budget 2017**

As mentioned above it is anticipated that the school will receive substantially more in Grant Funding in 2017. It is my pleasure to announce that the budgeted surplus for 2017 is \$153,550.

However, it should be noted that CEO requires that school’s finish the year with enough funds in the bank to cover the first 2 pays of the following year. When this is taken into account, the school is still showing a deficit result as in previous years. The deficit is expected to be \$161,992. However, it should be noted that the deficit for 2016 was \$234,750 so we will have substantially improved our position. The Board is hopeful that with a further year of conservative spending the school will shortly return to an overall surplus, and can begin to save for future developments.

Thank you,

Robyn Cantatore



Welcome to this evening's Annual General Meeting. As president of the 2016 St Bernadette's Parents and Friends Association I am pleased this evening to speak to you about what we have accomplished this year.

The school year commenced with Robyn Cantatore as Caretaker President. She did a great job of holding the events until two executive positions could be filled later in the year. Robyn was responsible for organizing the welcome morning tea and the swimming sausage sizzle at the beginning of term one. Her leadership is to be commended and these events were both important in building community. Thank you Robyn for your service in making these events happen.

The two executive positions of President and Vice President were filled in May of this year with Margie Gray taking on the role of Vice President. I thank her for her support and in committing to this important role. I sincerely thank her for her skills in teamwork and cooperation. You are greatly appreciated.

Term Two saw the Easter Raffle that Katherine Bunce is instrumental in organising. Thank you to Katherine and her team of expert collectors, wrappers and sorters. The school community is always abuzz at Easter time with students looking forward to the prospect of a raffle prize.

Mother's Day also happens in term two. To Fiona Perry and Jamie Dabinet, the school community thank you for the time and care you take in ensuring all children have a choice of thoughtful and precious gifts on the Mother's Day stall. This is a huge undertaking and they both willingly volunteer to arrange all gifts ahead of time, to bring happiness to families. To those who assist on the day and in arranging the presents into class groups, thank you. Every class had orders taken with over 300 gifts purchased. This is a great example of a community event that is aimed at reaching many families in the school.

### Term Three

Before we knew it we were in term three which is the time of the year for the Father's Day stall. Jamie Dabinet and Fiona Perry again made sure all students had an excellent range from which to choose. We are grateful for the time and effort you give and that it takes to arrange the stall as it brings so much joy for students to think about the person they love; to give a gift. All grades placed orders, which shows the popularity and importance of these stalls. The gifts are good value for money and are affordable for students. To those who helped on the day and 'behind the scenes,' our thanks extends to you also.

Next, to one of our favourite events for the year, the movie afternoon. Over 200 tickets were sold with students from our school filling a cinema, sharing popcorn, lollies and choc bombs. The Secret Life of Pets was a massive success especially with Tracey Morandin securing a movie member deal and bonuses for all who attended. Thank you to Caroline McMullen and her helpers for her patience and attention to detail in ensuring all tickets were delivered to the correct classes and families. The students who attended were so excited to see their friends in an 'out of school' environment that was fun, happy and relaxed.

So here we are in term four. The term that always seems to fly by quicker than any other I am sure you will agree. The Parents and Friends held our annual

school disco. The junior disco and the senior disco accommodated over 300 students that danced, sang, wore themselves out and had a marvelous time with friends. To Bob Henry and Lee-Anne Seuren you have continued to manage an efficient, enjoyable and hugely positive event. We thank you as you hand the reins over to the new disco committee of Lisa Law, Narelle Kenly, Nicola Evans and Jenni Smith.

The most recent Parents and Friends run event was the bike raffle and sausage sizzle. These events are only successfully run with a large number of helpers who continue to volunteer their time, enthusiasm and energy. To all who helped out yesterday, thank you. Special mention to Rodney Robinson from RJ Butchers in Baldivis, for providing the sausages at cost, to Katherine Bunce for organising the volunteers and to Tracey Scott and her helpers for arranging the raffle. Our Thank yous would not be complete without mentioning Paul Papalia who donated the BMX bike to our school.

Next week the Parents and Friends will be welcoming in the newest Parents and Friends members: the kindy parents. We will be hosting a morning tea in the library to encourage community within the school.

Two ongoing projects that run for the full four terms of the school year are the scholastic book club and school banking.

On average there are 80 weekly bankers. Apart from encouraging student to take a positive interest in money and saving, Lorelle Kursar and Caroline McAndrew are welcoming and friendly to all students they meet. Testament to their dedication and diligence is the fact that St Bernadette's sits in the top ten for schools who bank in the program. Thank you to them both for their dedication to this task each week in ensuring the money is balanced, that rewards are ordered and that students enjoy the banking experience.

Book club runs each term and would not be possible without the commitment and initiative of Katherine Bunce with the help of Margie Gray. Through book club student are encouraged to choose books and to read for enjoyment.

For all orders placed, St Bernadette's accrues credit that can be used with scholastic to purchase lexile readers, teacher resources and a range of fiction and non-fiction texts. This year alone the value of book club benefit to the school has been in excess of \$2400 with over \$700 accrued for 2017 already.

All fundraising efforts and commissions across all terms and including banking has been directly allocated to the major capital works involved in the Nature playground. The Parents and Friends of St. Bernadette's are pleased to be part of this new structure and look forward to the students engaging in play in this new space.

None of these events would have been possible without the teamwork and commitment of our Parents and Friends committee, class representatives and the many parents who give their time freely. From counting money, sending out notes, cooking sausages, ordering books and gifts, to attending meetings; our parents are a wonderful group. Thank you to all the parents and family members who have helped the P and F in 2016. The school community working together has made our year a successful one.

Two people that deserve individual mention are two of the executive committee. Lee-Anne Seuren our secretary and Tracey Morandin our treasurer.

Lee-Anne Seuren took up the role of secretary last year and in that time has worked behind the scenes to link the school and parish through communicating the events of the Parents and Friends through the minutes. She is the first one to lend a hand in sausage sizzles, morning teas and setting up for all meetings. She volunteered for the disco committee, shed clean out and always can be relied upon. We will miss you in this role though know that you are a valuable member of the school community that will still be volunteering for many events. We sincerely thank you for all you have done for the Parents and Friends.

For every event that is organised by the Parents and Friends, Tracey Morandin has been involved in the counting of funds, reconciling books, banking of funds and making sure change is available. She is approachable, efficient, and dedicated to making the St. Bernadette's Parents and Friends a professional organisation that makes a difference. We cannot thank you enough for the hours that you have given to this role. You have been such a valuable asset to the executive team and we are sorry to see you leave this position. Thank you sincerely for your expertise.

The treasurer and secretary positions are now open and at the conclusion of this meeting we will be electing these 2017 executive committee members.

Thank you

**St Bernadette's Catholic Primary School**

**P&F**

**As at 9 November 2016**

**Opening Balance as per P & F General Ledger as at 21 November 2015** **\$ 46,104**

	Revenue	Expenses	Revenue less Expenses
Mother's Day Gifts	\$ 2,604	\$ 2,263	\$ 340
Father's Day Gifts	\$ 2,484	\$ 2,303	\$ 181
P & F Levy 2015	\$ 6,402	\$ -	\$ 6,402
P & F Levy 2016	\$ 6,430	\$ -	\$ 6,430
School Disco	\$ 1,589	\$ 933	\$ 656
Sausage Sizzles	\$ 1,528	\$ 678	\$ 850
Movie Afternoon	\$ 3,255	\$ 2,215	\$ 1,041
School Banking - Commission	\$ 1,829	\$ -	\$ 1,829
Bank Interest	\$ 52	\$ -	\$ 52
Misc commision from suppliers	\$ 100	\$ -	\$ 100
P & F Federation Annual Fee	\$ -	\$ 1,743	\$ (1,743)
P & F Conference/Dinner Crown	\$ -	\$ 260	\$ (260)
P&F Shed Cleaning, Shelving	\$ -	\$ 443	\$ (443)
Sausage Sizzle Trolley	\$ -	\$ 451	\$ (451)
Skipathon - Icy Poles	\$ -	\$ 161	\$ (161)
Kindy Orientation/P & F Meetings	\$ -	\$ 89	\$ (89)
	<b>\$ 26,272</b>	<b>\$ 11,539</b>	<b>\$ 14,732</b>

**Closing Balance as per P & F General Ledger as at 9 November 2016** **\$ 60,836**

Please note revenue and expenses for sausage sizzle on 21 November 2016 has been excluded from the above



## Principal's 2016 AGM Address

2016 has been another very busy and rewarding year. It seems this date comes around quicker and quicker each new year and I am surprised by the amount of time that passes by so rapidly and the events that we manage to fit in. The AGM is very much about reflection on the year that was and an opportunity to look forward with optimism and enthusiasm to the new year ahead.

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 2015 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 2017.

At the conclusion of the 2015 school year one staff member left the school and the staffing qualifications were as follows; Diploma of Education (4), Bachelor degrees (13) Masters of Education (8). Student attendance in 2015 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. Whole school professional development around the school focus of grammar and punctuation and writing was undertaken in the form of two whole school professional development days, a shared religious education day occurred with schools in our region and some time was spent on our school focus of feedback. We also continued our focus on teaching strategies shown by research to have an impact on student learning. We also took part in a regional conference for Peel region schools at Assumption Catholic Primary School.

Students achieving above the national benchmark in NAPLAN testing continues at a stable rate. Our 2016 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 fourth year running we have had a strong Year Three result. Our Year Five results show the amazing work we do in lifting and supporting the students in the lower end of our cohort. Looking at the percentage of students above the minimum standard it is clear that our school is progressing in this area every year. Our challenge as a staff that we have identified is to find a way to replicate this strong growth for all of our students. This will form the basis of our focus in 2017. 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.

Our staffing for 2016 is as follows. (See powerpoint slides). At this point I would like to acknowledge staff members who are leaving. Gail Anton will be leaving us at the end of this year. Gail is a highly respected long term member of staff who has been at the school since 1997. Gail will be retiring to her dream property in the Perth Hills. We will all miss Gail's experience, professionalism and ability to speak her mind with clarity and confidence. I wish her all the best for the future. Recently Deborah Glorie was successful in obtaining a teaching position at Hammond Park CPS. This will be an exciting opportunity as Hammond Park is still a school in its infancy. We wish Deb all the best.

Claire Bennett will be taking the year off in 2017 as part of a salary sacrifice arrangement. I'm sure she will enjoy her time away even though it may be busier for her with all of her commitments to her grandchildren booking up as we speak.

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. Unfortunately both of these highly experienced and valued members of staff are leaving the role. Cath is stepping back from AP and Deb is moving to Star of the Sea Rockingham. To start at a school and have such wonderful support has been fantastic and one of the reasons our school operates so well is due to the team nature and approach of our leadership group. Words will not adequately express how much I will miss these two wonderful ladies and the support and advice they have given me. It has been an absolute honour to work with them and I wish them both every success for their new roles.

Teresa McFarlane and Maureen Wall have also been invaluable as part of the wider leadership team in the school and their support has been very much appreciated. Teresa will also be changing her role next year and I know she will do a wonderful job with our Kindergarten cohort.

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 the office running smoothly and efficiently. They are also often the first taste visitors and new families get of our school and they do a great job at building a welcoming and inviting environment. 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. This is something I discuss as a strength in our school at enrolment interviews and recently when speaking with Father Gavin and Bishop Don Sproston. 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. This year Kylie Henning, Lee Cousins and Paul Onoforo all finish their time on the board. Kylie and Lee have continued on even though their children have finished at the school. This is an indication of their dedication and desire to assist the St Bernadette's community. Schools cannot function without these important volunteers and I thank the new board members for nominating for a position.

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