

2022

**School Community
Annual Meeting**

Reports

Welcome/Introduction

Sacred Heart Catholic Primary School ACM 2022

Good evening to you all, and thank you for your time in attending our Sacred Heart Catholic Primary School ACM of 2022.

Here tonight we are being presented with a number of reports. We will also elect new members for the School Advisory Council and the P&F Association. We will also receive budget information regarding 2022 and 2023.

Sacred Heart Annual Community Meeting



Sacred Heart Catholic Primary School

2022 AGENDA

7.00 pm: Welcome [Principal, Steve Gibbs]

- **Prayer**
- **Acknowledgement of Country (Braid Bouffler)**
- **Previous Minutes (Steve Gibbs)**
- **Parish Priest Report [Fr Minh Thuy/Paula Elder]**
- **School Advisory Council Chair Report [Emma Seaman]**
- **School Advisory Council Treasurer Report [Kaylene Shepherd]**
- **Election of School Advisory Council Members [Steve Gibbs]**
- **Combined P & F President's Report & P & F Treasurer's Report [Nadene Rowe and Serena Li]**
- **Election of P & F Office Bearers [Steve Gibbs]**
- **Principal's Report [Steve Gibbs]**

Thank you for making the effort to attend tonight.



SACRED HEART SCHOOL THORN LIE

2020 ANNUAL COMMUNITY MEETING MINUTES:

24 November 2021

MEETING OPENED: 7.01pm **75 attendees and 2 apologies**

OPENING PRAYER AND ACKNOWLEDGMENT OF COUNTRY: Steve Gibbs

1. BOARD CHAIRPERSON'S REPORT

- Report was presented at the meeting

2. BOARD TREASURER'S REPORT

- Report was presented at the meeting
- School Fees for 2021 – no increase. Increase in Amenities K-2 to reflect change in billing stationary booklists.

DESCRIPTION	2021	2022
Annual Tuition Fee		
• 1 Pre Primary / Primary Child	1411	1440
• 2 Pre Primary / Primary Children	1129	2592
• 3 Pre Primary / Primary Children	847	3456
• Kindergarten Tuition Fee	775	792
Amenity Fee		
• Kindergarten (speech \$70)	345	351
• Pre Primary (OT - \$50)	495	510
• Year 1	460	475
• Year 2	513	505
• Year 3-5	390	395
P & F Levy		
• Annual Fee per Family	100	100
Building Levy		
• Annual Fee per Family	283	285

3. PRINCIPAL'S REPORT

- Principal's Report was tabled at the meeting

4. ELECTION OF 2021 BOARD MEMBERS

Renomination – Michelle Brissett

Signature of Chairman: _____

5. P & F REPORT INCLUDING TREASURER'S REPORT

- Report was presented at the Meeting
- Election of 2021 Committee

President	Nadene Rowe
Vice President	Lauren Cunnane
Treasurer	Serena Li Pan Koh
Secretary	TBA

6. GENERAL BUSINESS

- Announcement of staff allocation and farewell and thank you to staff leaving us at the end of this year.

7. NEXT MEETING

The Next Annual Community Meeting is Wednesday 23 November 2022

MEETING CLOSED: 7.36pm

Report from the Parish Priest Father Minh-Thuy Nguyen 2022

Since September 2021 until the New Year 2022 the Covid-19 pandemic one way or another has affected our activities in spiritual and social areas. In February the school came back for the beginning of 2022 but the school was not allowed to gather for whole school meetings or attend liturgy in the church. I was able to enter the school grounds to bless the members of staff.

On Ash Wednesday 2nd March the teachers celebrated the liturgy and distributed ashes for students in their classrooms. It was not until the 2nd April, the 5th week of Lent before Holy Week when we were able to come back to full capacity in the Church for celebration of the Sacraments.

The positive relationship between the parish and the school has continued to develop this year. A highlight of each year is the Sacramental celebrations which are always prepared beautifully and meaningfully. It is always such a pleasure and an honour to share the children's reception of the Sacraments and the celebration of these in our community.

The Year 6 students received the Sacrament of Confirmation on Friday 3rd and Friday 10th of June. The Year 3 students participated in the Sacrament of Reconciliation for the first time on Thursday 18th August. The Year 4 students received the Eucharist for the first time on Sunday 11th September. Thank you to all the staff for their work in preparing the students and to the parents for their understanding to cooperate with the teachers. Our obvious connection to our parish having the Church and school sitting side by side, adds to the positivity.

Our school and parish are involved in an outreach partnership to support refugees and migrants in the local community. The Draw Near Project involves both the school and parish working together to make care packages for these people in need. The Draw Near Project started on 15th August at the Feast of the Assumption Mass which all the school staff attended and were witness to principal Steve Gibbs and the Parish Priest signing a document together for this project before spending the rest of the day engaged in faith development.

As we come to the close of this year, I would like to sincerely thank each one of you for your contribution in whatever way to the life and growth of our Sacred Heart Catholic School. Although teaching and learning has been a challenge this year, I would like to congratulate the staff for the work they have carried out this year. They are hardworking, dedicated, and diligent in their work and our school community is very lucky to have them here.

To the students, may you continue to bring life and joy to our community. May you be open to all the opportunity that is afforded to you and may you grow to love learning, all your days. I wish all our Year 6 students all the very best as they leave our school to move to secondary school. I also acknowledge the contributions of those families who have entrusted their children to our community. May what we teach here at school reflect what you have and will continue to teach at home.

So, as the beautiful season of Advent begins, I wish you and your families every blessing of the infant Jesus in the manger and hope that your Christmas and New Year is filled with Love, Peace and Happiness.

Best Wishes

Father Minh-Thuy Nguyen

SAC Chairperson's Report 2022

Good Evening

On behalf of the School Advisory Council or SAC as we more commonly refer to the group, it gives me great pleasure to provide you my last Chairperson's report. For those who do not know me, my name is Emma Seaman and I have been a part of the school community since 2009. Though both of my boys have long left, my sense of connectedness and community has not changed to our wonderful school.

What a year it has been. We started the year, holding our collective breaths as to what COVID-19 would hold for us. The year started with mask wearing and a 2 square metre rule, no parents in classrooms, with teachers and students knocked around with catching COVID, to name a few. But as the year progressed, we were gradually allowed to let go, to almost be back to our new normal. With all the interruptions and living on the edge of what could be, once again, our staff and community thrived with their heads held high.

A significant amount of work goes into overseeing the functions of a school of this size and the SAC attend two meetings a term, to be a sounding board for Steve and the school executive on such matters as the financial health of our school, the Early Learning and OSHC centres, among other items. Some matters discussed this year include:

- Ventilation audit and subsequent works
- Routine maintenance of gutters, reticulation, trees and play equipment
- Discussion and finger crossing of proposed capital works
- The endorsement of the 2023 budget and the small decrease in our school fees next year.

Though this list is not exhaustive, it does give you an indication of the variety of topics we discuss at our meetings. We are privileged to also gain insight into the tremendous workings of our school staff. Not only do we talk money at our meetings, we also revel in the wonderful achievements of our school – from sporting and artistic endeavours, to academic achievements, to sharing our programs with other schools and to the support our school provides to the wider community, we should be very proud of ourselves, our children and our school staff.

Our Early Learning and OSHC centres have been functioning extremely well this year and our numbers have remained strong, with our licence approved to provide care to more students. This is a testament to Amanda McCorkill and her staff who have once again excelled in providing exceptional care to our children. We know this is a very hard industry to keep staffed but the outstanding workplace you provide will surely encourage your staff to stay that little bit longer! Thank you.

Now to the thank you's on behalf of the SAC –

Once again and as always thank you to Steve, Lisa and Shane who are a formidable leadership team. The cohesion you have shines through and works seamlessly in our school.

To the entire school staff community – you are amazing individuals. Your innovation, support and genuine care for our children, confirms that our choice to send our children to this amazing school is the right choice. From the ground staff, office, canteen and library ladies you are all influential to our young ones.

Thank you Fr Minh Thuy, your spiritual guidance, commitment to celebrating the sacraments with our children and promoting the relationship between the school and Parish is appreciated.

To the P & F – I know the year started slow for you but you hit the ground running when gatherings were allowed again. I know that it is tough to raise funds in today's climate, but the community joy that you bring is sometimes more important than the money you raise. Thank you.

To the SAC – thank you for the dedication and commitment you provide to our school. To Michele Brissett, Kaylene Shepherd our Treasurer, Paula Elder Parish and P & F representative thank you. To the outgoing members of Damian Cunnane our Secretary and Rob La Roche who both have resigned thank you for your service and commitment to our school community. And tonight after 20 odd years of being apart of the Sacred Heart community, Janine Creighton and myself, an alumnus of 14 years, have finished our terms of being a part of the SAC. Thank you all for the difference you make to your children's lives. What will we do on that occasional Wednesday night now?

And finally thank you to the staff who are spreading their wings and taking on new adventures in new schools or are finishing their contracts at Sacred Heart.

Now on a purely selfish note, I wish to extend my own personal thank you to you the Sacred Heart community and the opportunities you gave to my family. My two boys Luke and Jacob, thrived here at Sacred Heart. With Luke heading into Year 12 and Jacob into Year 10, I am more than pleased that their education started here in 3-year-old kindy. It is evident the strong foundation they received here at Sacred Heart. From the moment Troy, my husband, and I walked through the gates, we knew we wanted to give back to the school community and did so by joining the P & F and the School Board. We both held executive positions on these committees and have enjoyed every second of watching our school go from strength to strength. I don't know what I will do now that I don't have to attend monthly meetings here at Sacred Heart, it has been my life for 14 years!

On that note, I wish you all the very best for the years to come and wish you all a Merry Christmas and God Bless.

School Advisory Council Treasurer Report – Kaylene Shepherd

It is my role as the Treasurer of the School Advisory Council to present the Initial Budget for 2023.

My sincere thanks to Steve Gibbs & Lindy Munnings for their work in preparing the budget for presentation to the school community.

The Budget Summary

Recurrent Income for the year is broken down into three components.

Operating Income (School Fees, Discounts & Other) \$669,995.

State Government Grants (Per Capita & Needs Support) \$1,241,170.

Australian Government Grants \$4,593,670.

Capital Income (P&F & Building Levy) is budgeted to \$88,065.

The major Recurrent Expenditure categories for the year are

Employee Benefits \$6,181,302.

Curriculum & Departmental \$205,000,

Administration & General \$360,230.

Property Maintenance and utilities amounts total \$356,464

Depreciation \$410,000.

The trading accounts have budgeted trading income of \$1,195,967 and expenses of \$1,153,898 for a surplus of \$42,069

Overall the budgeted deficit for 2023 before depreciation is \$478,027 and after depreciation a deficit of \$888,027.

Recurrent Income

From the income graph we can see majority of the income comes from the federal government. The state government contributes a quarter with school fees and capital income make up the remainder.

The funding pencil ensures every student is funded at a level of the Student Resource Standard (SRS). Our Primary Base Funding is \$8,691 per student. Sacred Heart is fortunate to receive SES loading of \$372,668 & SWD loading of \$887,287. Also included is an ATSI loading of \$14,332 to specifically address the unique learning needs of indigenous students.

The State Government also fund schools by per capita, students with disabilities and intensive support needs. We have budgeted for a decrease in state government funding per capita and an increase for students with disabilities. The per capita total is \$899,892 and SWD total is \$341,278.

Enrolments for 2023 are predicted to be 44 in Kindy and 394 Pre-primary to Year 6.

A total school enrolment of 438.

This slide compares the School Fees schedule for 2022 & 2023.

I would like to acknowledge and thank, Lindy Munnings and Amanda McCorkill for their outstanding work this year.

Finally, I would like to thank Steve for his support and being open and accountable with the school finances and for his guidance throughout 2022. I look forward to working with you and the new Advisory Council members next year.

Thank you

Annual Community Meeting - P&F Presentation 2022 (Combined President and Treasurers report)

In 2022, The Sacred Heart P&F Association comprised of 13 committee members including our Executive Committee, Nadene Rowe as President, Lauren Cunnane as Vice-President, Taryn Compton McNeill as Secretary and Serena Li Pan Koh as Treasurer.

P&F purpose

The purpose of the Sacred Heart P&F is to:

- Strive to develop a school community, consisting of parents, teachers, and students, which reflects a true Christian ethos
- Work closely with the School's Principal and teachers to achieve common goals for the good of the children
- Encourage all parents to enjoy the exciting experience of their children's formal school years by active participation, volunteering and personal involvement in activities and events run by the P&F
- Provide a healthy forum for ideas and discussions on relevant issues that benefit the education and wellbeing of the children
- Where necessary, conduct fund-raising to provide additional resources for the benefit of the children or to assist teachers in their professional work.

Events and Activities

Unfortunately, due to Covid Restrictions we were unable to host the annual Evening on the Green this year.

Our fundraising efforts began in Term One with the Easter Raffle raising \$784.40.

Term Two saw our first Election Day Sausage Sizzle which raised \$2771.52, Sacred Heart Day raised \$188.00, the Mother's Day Raffle raised \$1164.90, Crazy Hair Day raised \$239.55 while the Mother's Day Stall ran at a loss of \$244.25.

In Term Three the Father's Day Stall raised \$105.30, the Father's Day Raffle raised \$1600.60, the Sports Carnival raffle raised \$442.00 and Pyjama Day \$271.05.

Term four is underway and we have just finished running the Billy G's Gourmet Cookie Dough fundraiser selling a total of 331 tubs with a profit of \$1324.00. The school disco raised \$2004.93, and the term will be finished off with the Christmas raffle, which will be drawn at the Christmas concert.

Term One

- ✓ Easter Egg Raffle

Term Two

- ✓ Mother's Day Stall
- ✓ Mother's Day Raffle
- ✓ Sacred Heart Day
- ✓ Election Day Sausage Sizzle
- ✓ Crazy Hair Day

Term Three

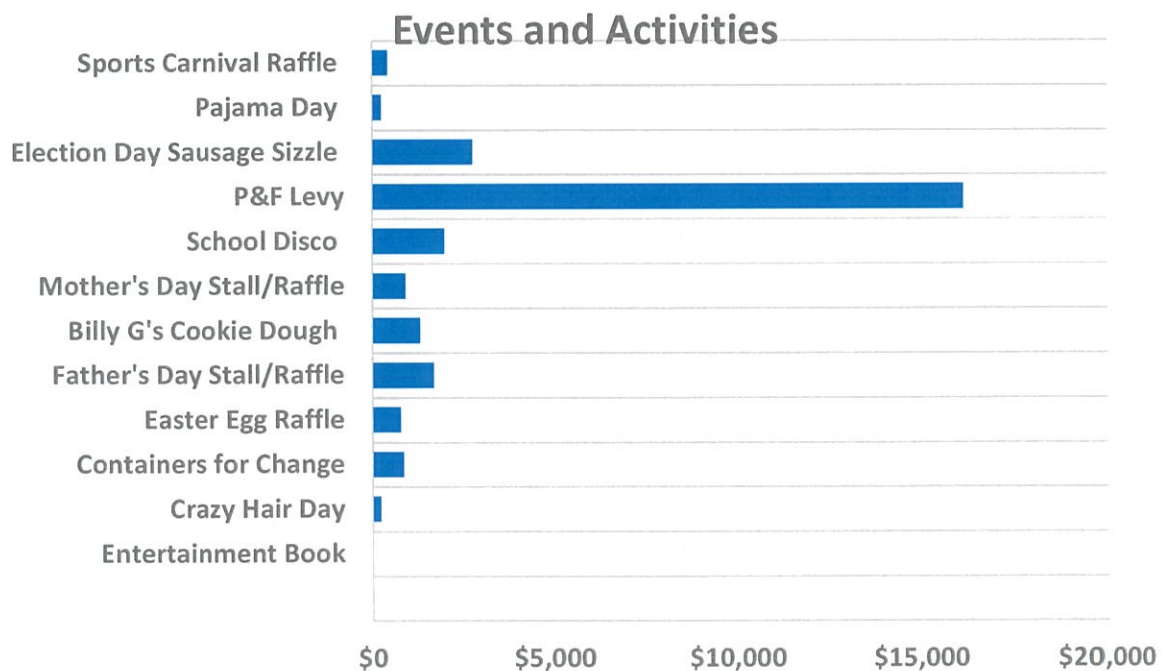
- ✓ Father's Day Stall
- ✓ Father's Day Raffle
- ✓ Pyjama Day
- ✓ Sports Carnival Raffle

Term Four

- ✓ World Teacher's Day
- ✓ Christmas Raffle
- ✓ Cookie Dough Fundraiser
- ✓ School Disco

P&F Funds raised

This year \$16,181.00 was received from the P&F levy and a total of \$11,587.55 raised from events throughout the year. Once the Christmas raffle has been finalised all money will be transferred into the school's bank account.



Direction of Levy and Additional Funds Raised

- ✓ \$1,848.00 – P&F Affiliation Fee (462 students)
- ✓ \$1,620 – Contribution towards Year 6 Graduation Dinner
- ✓ \$255 – Replacement element for the popcorn machine
- ✓ \$95 – World Teacher's Day
- ✓ \$27 – General Expenses
- ✓ \$89,950.00 – New Playground
- ✓ \$221.60 – Music Concert
- ✓ \$188.00 – Sacred Heart Day

Ongoing Fundraisers

The My School Rules program run by the Forest Lakes Shopping Center has generated \$1600.00 in vouchers to be spent within the shopping Centre. To date \$440.00 worth of vouchers have been used. \$180.00 towards the disco, \$200 at the Butcher to purchase gift vouchers for the sports day. Father's Day and Christmas raffle prizes and \$60.00 towards the Music Concert. The remaining vouchers have an expiry date of 30th June 2023. It is envisioned they will be put towards purchasing items for next year's Easter Raffle along with the Mother's and Father's Day Raffles.

Containers for Change has been a profitable scheme again this year raising \$865.30. During Term 3 we ran a raffle to encourage families to donate more containers. Bunnings in Maddington donated a BBQ smoker with the retail value of \$198.00 that was used as the prize. The Entertainment Book has raised \$14.00 this year.

The P&F's bank balance as of 14th November is: \$41,900.03 with the Cookie dough profit yet to be received and Christmas raffle still to be held.

Thank you!

- To the P&F Committee and ALL Association Members who attended our meetings throughout the year.
- Our Principal Steve Gibbs, all Teachers and School Staff.
- To the many, many people who did so much for the P&F throughout the year.
- The P&F's success is only possible because of the combined efforts of all involved.

P&F Association Levy 2023

The P&F Levy will remain unchanged at \$100 per family. Please do not hesitate to contact Steve Gibbs should you wish to discuss how you can support the P&F's valuable work.

No nominations have been received for the executive positions at this stage so the process will be held over until 2023:

Our first Event for 2023 is...

The Evening on the Green, to be held February 10

Principal's 2022 AGM Address

This year WA faced the Covid pandemic and a real outbreak within our community. The first half of our school year was hugely disrupted with many rules implemented and changing regularly. There was a large administrative burden placed upon schools to manage reporting of COVID cases and, at the peak of the crisis, also conduct contact tracing. It was very pleasing when things began to settle down and thankfully the second half of our year has progressed relatively normally. I cannot underestimate the hard work and flexibility of our staff and school community in navigating a very challenging year.

Tonight, I will share with you some information from last year that is also available on our school website. I will talk about the highlights of our school year, and I will share some initiatives and projects earmarked for 2023.

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 2021 school year.

At the conclusion of the 2021 school year six staff members left the school and the staffing qualifications were as follows; Diplomas of Education (7), Bachelor degrees (16) Masters of Education (6). Student attendance in 2021 was at an average rate of 92.31% with this being spread relatively evenly across year levels; however, Pre Primary had a low rate of 88.8%. Graduating Year 6 students went on to attend 16 different secondary schools with the majority (42 students) attending a Catholic school and 12 going on to a DET school. The remaining students went on to attend Christian or Care schools.

This is a brief snapshot of school performance indicators and the full report is available on the school's website.

In 2021 the percentage of students in Years 3 and 5 achieving NAPLAN minimum standards were:

Year	Reading	Writing	Spelling	Grammar & Punctuation	Numeracy
Three	100%	100%	96.5%	98%	100%
Five	93.5%	93.5%	95%	85%	91%

This year our results were as follows:

Year	Reading	Writing	Spelling	Grammar & Punctuation	Numeracy
Three	95%	97%	92%	96%	95%
Five	93.5%	95%	95%	96%	95%

This year our school continued our partnership with Fogarty Edvance to assist with school improvement and strategic planning. A major part of this plan has been the introduction and implementation of the Talk 4 Writing program. Our staff have worked tirelessly to implement this challenging way of teaching writing and we are now seeing the green shoots of success. Our Year Three NAPLAN results for all literacy areas were above the national, state and Catholic schools' averages. Our Year Five writing results were above these benchmark averages as well. This year we concluded our involvement with Fogarty. The improvement processes we have learned will guide us into the future.

Other professional development days undertaken this year were: Religious Education, Aboriginal Perspectives and Reading. Although our wellbeing PD was cancelled due to Covid it remains a priority within our school.

This year work was undertaken in a number of areas around the school. Some of this important work included:

- Tree lopping and trimming
- Roofing repairs
- Alarm upgrades
- Paving repairs
- Installation of new playground
- Refurbishment of garden beds

The school continued to be actively involved in many activities that give our children further opportunities. Children took part in Interschool sports, homework club, running training, choir, Christian dance, podcasting, Catholic Performing Arts Festival, Interschool Technology Challenge and many other activities made possible by our hard-working staff.

Next year we will continue to focus on the key Curriculum areas of Reading and Writing. We will continue to strengthen the Talk 4 Writing program in our school whilst also continuing to implement Origo as our Maths program. We will reinvigorate our reading practices considering current research around the science of reading.

Some of the work that will be undertaken next year is:

- Upgrade to playing surfaces
- Continuation of the school's Capital Development Plan process. Upgrade of ISC, K/PP, Senior Toilets and Administration block.

Our staffing for 2023 is as follows. (See PowerPoint slides).

At this point, I would like to acknowledge staff members who are leaving. Anita McCardle finished with us earlier in the year and has been a long-term staff member whose contributions have been important to our school. I thank her for the significant impact she made in the lives of so many of our community members. From our teaching staff we say goodbye to Ms Ruth Henderson, Mrs Kerry Miller, Miss Stephanie Dunsire, Miss Lilli McAuliffe and Mrs Nadia Thomas. Could they please come forward to accept a gift from the SAC. Mr Jarod Allen and Mrs Annie Tankersley also complete short-term contracts and I thank them for their service. They have been fantastic additions to our school, and I wish them all well for the future.

I would like to thank the Assistant Principals, Lisa Ripley and Shane Landers for the way they have supported and assisted me in decision making and direction for the school during the year. It has been a pleasure working with these talented people and the important role that they play in the school cannot be overstated. They are vital to the successful operation of the school and I am blessed to have such hard working people in the role. I thank them for their support during the year particularly during the height of COVID when my attention had to be predominantly on managing the administrative aspects of the pandemic. Lisa Ripley is sadly moving to a new position at Salvado Catholic College and will be greatly missed. Lisa can you please come forward to accept a gift from the SAC.

Many thanks to Chloe, Marg, Lindy and Claire our wonderful administrative staff who ensure the school is running smoothly on a day to day basis and that parent and child concerns are directed and addressed appropriately. They are a wonderful 'first impression' of our school to our families and visitors.

I acknowledge our Child Care staff in both the Early Learning Centre and Outside School Hours Care (OSHC) for their enthusiasm, energy and passion in the provision of these 'one stop' services to the school community. Our services continue to provide exceptional quality and are greatly appreciated by our school community. Particular thanks to our director of services, Amanda McCorkill and nominated Supervisors/Co-ordinators Rebecca Wates, Megan Rowland and Brianna Jones. They have had the additional burden of assessment and rating of the OSHC service this year and we look forward to the result.

Our school is fortunate to have a dedicated, hard-working, professional and supportive staff. I am blessed to work with a number of wonderful teachers and ancillary staff. I have been so impressed by the way our staff have managed another topsy turvy year and continued to learn and adapt their teaching to get the best results for the students at Sacred Heart.

The relationship the school has with the parish has continued to blossom as highlighted by the hard work required to ensure Sacramental celebrations run smoothly. I have had the pleasure of working with Father Minh Thuy and his support of our students and staff is outstanding. Many thanks to Lisa Ripley for her work in coordinating the Sacramental Program with the parish. This year we undertook a joint project as part of WACMRO's Draw Near initiative. This led to us working together to make care packages for refugees and migrants in the local area.

I have the pleasure of working with a fantastic School Advisory Council 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 SAC and P&F members for nominating for key positions. Keep doing the wonderful work that you are doing. At this point I would like to acknowledge our SAC members who have concluded their time of the council – Emma Seaman, Janine Creighton and Damian Cunnane. A big welcome to our newly elected members.

I wish you all a happy and safe Christmas and holiday period and I look forward to the continued thriving of the Sacred Heart community next year.

Thank you and God bless

Steve Gibbs

Principal