



St Peter's Primary School AGM minutes

Meeting 28th November 2017.

Attendees: See attached sign in sheet

Apologies: See attached apologies sheet

Meeting Commenced: 7.00 Meeting Concluded: 8.25

Agenda #	Minute	Action
1 & 2 Opening meeting prayer	Ingrid Kenwery (IK) welcomed the attendees and declared the meeting open at 7pm. Fr Jeromimo spoke of a theme of "working together" – The Parish and school, the school/teachers and parents and he noted and thanked the school for the great preparation work they did with the children for the various sacraments. He expressed the hope that the school and parish would continue to work together in this spirit of cooperation.	
3. Apologies and Attendees	IK drew the attention of those attending to the sign in sheet and apologies sheet that were circulating and requested all complete these and/or note apologies of friends etc who could not attend.	
4. Minutes of the Previous AGM (28 Nov 2017)	The draft minutes circulated were unanimously approved and declared final.	
5. (i) Chairperson's Report	<p>IK tabled the Chairperson's reports and highlighted the following achievements/priorities for 2017:</p> <ul style="list-style-type: none"> - Board formation workshop and commitment mass; - Continuing to progress the Strategic Plan and the LEAD principles; - Sound financial management of the school (especially noting the P&F contributions to classrooms); - Progress on the 3 year old kindy and before and after school care programs; - Capital Development Planning and co-funding priorities with CEWA; - Excellent progress on "marketing" of the school, noting that we needed to maintain our current enrolments to maintain the current funding; - How pleasing it was to see our children living the TRUE values; - The strong relationship with the parish – acknowledging Chris Neville and Fr Jeronimo; and - IK acknowledged the considerable efforts of the St Peter's staff and made special mention of Lisa 	



	<p>Deans and Barb Mountain for whom 2017 was their final year in a long association with the school.</p> <p>Finally IK thanked the school community and her family for ongoing support and expressed the wish that the St Peters spirit would continue into the future.</p> <p>The attendees noted the report.</p> <p>See attached full report</p>	
<p>5. (ii) Principal's Report</p>	<p>In the absence of Principal GW, PB delivered a presentation on a review of the 2017 year and for the strategic direction of the school for 2018.</p> <p>See attached full report, key highlights included:</p> <p>Under “Lead”</p> <ul style="list-style-type: none"> • Continuing our journey from past to present and into the future; • Teaching craft (WALT & WILF); • Positive NAPLAN results and trend (noting that they are only part of the story); • Each student is an individual and the school respected and accommodated this • Our excellent extension (GATE) and special needs (reading recovery) programs; <p>Under “Engagement” – our collective approach, parent survey findings to be progressed in 2018 and parent helper workshops;</p> <p>Under “Accountability” – we had a successful school audit;</p> <p>Under “Discipleship” – Christian service for children, our TRUE values and “making Jesus real” programs and charity contribution from classes and the school.</p> <ul style="list-style-type: none"> • Term dates and teacher placements of 2018. <p>PB also thanked the school board and P&F for their contributions to the school.</p> <p>The attendees noted the report.</p>	
<p>5. (iii) Treasurer's Report</p>	<p>IK introduced Graham Forrest (GF), school treasurer, to the attendees</p> <p>GF drew the attention of the attendees to the copies of the Finance Report being circulated. He advised that:</p> <ul style="list-style-type: none"> - Cash reserves were diligently managed throughout the year with a projected cash surplus of \$719,940 at 31/12/2017; - 78% of our recurrent income of \$7.19m was state and Australian Government funding with only 22% private (primarily tuition fee) income; 	



	<ul style="list-style-type: none"> - Projected running costs of the school were \$6.77m with 78% of this being salaries and related costs; - Capital receipts (primarily building fund) of \$293k with capital payments of \$1.25m; and - A projected loss of \$544k for the year; <p>School fee increase for 2018 would be 2% (based on the school's "capacity to contribute" as calculated by the Catholic Education Council of WA. GF acknowledged the huge contribution of Jacqui Ronchi to the financial management of the school The attendees noted the report. See attached full report</p>	
6. Current Board Membership	<p>IK advised that the current school board comprised:</p> <p>Herself as Chair John Nicolou as deputy chair GF as Treasurer Mick Doyle as secretary Brad Foot (BF) as P&F rep GW as school principal (with assistant principals Paul Brennan and Courtney Dunsire attending) Nadia Mitsopoulos (NM) and Rechelle Reuben (RR) (members) Rolly Martins as parish rep Fr Jeronimo as parish priest</p>	
7. Criteria for Board Membership	<p>IK pointed out that there had been extensive communication via the school newsletter as to the criteria, application forms and process for board membership.</p>	
8. Nominations for 2016 School Board	<p>IK informed the attendees that:</p> <ul style="list-style-type: none"> - board appointments were for a 2 year period; - she had completed her 6 years on the school board; and - NM and RR would not be seeking renomination and BF had completed his term as P&F president. <p>There were 4 vacancies for the 2018 Board and 5 nominations (being Pam Svenningsen (PS), GF, Kelly Matusik (KM), Paul Connell (PC) and Wayne Needs (WN)). IK requested that each nominee speak briefly as to their desire to serve on the school board and what they would bring to the role. (Cont'd)</p>	



	<p>(Cont'd) Each nominee gave a brief presentation and following the presentations, the attendees voted on their desired school board for 2018. NOTE – after the P&F meeting, the 4 successful nominees were announced as GF, PS, KM and PC. IK thanked them for their willingness to serve the school and wished them well in 2018.</p>	
9. Close	There being no other business, JN thanked attendees for their time and closed the meeting at 8.25.	

Confirmed as a true and accurate record.

___/___/2018

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