



St Peter's Primary School AGM Board minutes

Meeting # 2018 – 27 September 2018.

Attendees: Refer list of attendees

Apologies: Refer list of apologies, Fr J noted

Meeting Commenced 7.05pm Meeting Concluded: 8.27pm

Agenda #	Minute	Action
1. Opening meeting prayer	John Nicolaou (JN) welcomed the attendees, and in the absence of Fr Jeromimo (Fr J), the prayer was read (the year of youth 2018) by Greg Ward (GW). The new St Peter's Song was introduced to attendees.	
2. Welcome, Apologies and Minutes	Fr J were noted as an apology. The minutes for the previous AGM (2017) were proposed by Marina and seconded by Alison.	
3. Chair's Report	<p>JN noted the new faces to join the board for 2019: Kelly Matusik, Paul Connell and Pam Svenningsen & welcomed new Assistant Principal, Courtney Dunsire.</p> <p>JN noted those who have left: Ingrid, Paul, Nadia, Rachel Reuben and Mick Doyle. JN also made a special acknowledgement to Mick Doyle for his 10 years' service to the Board.</p> <p>JN also acknowledged the contribution of Jacqui Ronchi during her time with St Peter's in providing sound financial advice.</p> <p>JN thanked GW for his leadership as Principal and advised of Pina Hutcheson's (PH) appointment as the new Principal in 2019.</p> <p>JN noted the following achievements of the school over the past year:</p> <ul style="list-style-type: none"> • Commitment and good financial governance by the school board 	



	<ul style="list-style-type: none"> • Leadership from GW and the school leadership team in delivering the outcomes of the strategic plan • The following outcomes were noted: <ul style="list-style-type: none"> ○ Upgrade of school grounds ○ Resurfacing of basketball/netball courts ○ Progressive upgrades to the class environments ○ Improvements in the school website and digital presence. • The finance committee was acknowledged for the strong financial discipline in delivery of the school budget • Approval of the new strategic plan <p>JN expressed appreciation of GW's leadership as Principal of St Peter's for the past five years, particularly in the development of the programs and investments in facilities, and maintaining sound financial advice and guidance to the school. GW's lasting legacy is his commitment to the TRUE values and leaving the school in a better position than when he arrived. A gift was presented.</p> <p>Acknowledgement was also made of the strong spiritual commitment to the parish. Roley Martin's completion of his term as parish representative was noted and appreciation was expressed.</p> <p>In closing, JN expressed commitment to continuing to present the school as a school of choice to the parish and wider community.</p>	
4. Opening item	<p>Current board membership - elected members of the board have continued to stay on in 2019.</p> <p>One vacancy was available following Mick Doyle's resignation. The position was advertised and Brett Blanchard (BB) was nominated. BB is currently the Treasurer for the Mt Lawley Child Care Association. The nomination was accepted.</p>	
5. Principal's Report	<ul style="list-style-type: none"> • Acknowledged the excellent work by Chris Neville & Paul Brennan in providing the faith experience to St Peter's children • Emphasised the importance of the TRUE values in guiding the school community 	



- Achievements well above the average in the Bishop's Literacy Assessments for Years 3 & 4

Strategic Plan (2019 – 2021):

- GW advised of the strategic priorities centred on strengths, future directions, learning, achieving and service.
- From CEWA – the strategic directions were Christ-centred, schools of excellence, pastoral communities, accessible, affordable and sustainable.
- There is a particular focus on a high performance culture; coherent philosophy for learning; discipleship with the pursuit of outreach programs and strong communication channels with parents on the learning process.
- The new plan was distributed.

General achievements and acknowledgements:

- NAPLAN results demonstrated high level of achievement, well above the average, and outperforming similar schools.
- All students with access to 1:1 device
- Significant achievements for the students involved in the GATE program and expansion of program to include Year 3 in the following year. Acknowledgement was expressed to Clare McGee for leading the GATE program.
- Acknowledgment of strong program of intervention and support
- Acknowledgement was expressed to Paulette Aquino for her development of special needs children by adapting their environment to assist in their learning journey
- Acknowledgment to the teachers in the specialist programs: Marina Powell for the Music program (Zenith improvement award 2nd time running); Holly Allen and Kim (dance group); Mel and Judy with the choir; Tim and Marina for their contribution to the school song; and Alison Miles for coordination of the 2018 sports carnivals.
- Acknowledgement of Daniel and now Jenny for their contribution and commitment to pastoral care support
- Expression of Heartfelt gratitude and deep appreciation to all staff



	<p>Farewell to staff not returning in 2019</p> <ul style="list-style-type: none">• Greg Ward, Judy Kelly, Jacqui Ronchi, Karen Pertile, Renae Aiken, Katrina Dalziel, Glenda McCormack, Gloria Barnes, Paola Rymarczyk, Tania Preston, Claudia Reyes-Razi• Special mention to Judy Kelly for 40 years of teaching, 9 of which were with St Peters <p>Welcome to new staff</p> <ul style="list-style-type: none">• Pina Hutcheson, Kathryn Fires, Natalie Gilliam, Natalie Kenny, Deanna Gibson returning in 2019• Courtney Dunsire <p>General appreciation to:</p> <ul style="list-style-type: none">• the school leadership team• the frontline staff• the uniform shop and canteen staff and volunteers• Parents for their time and volunteering• Acknowledgement to Mick Doyle and Jacqui Ronchi• John and Board, Emma & the P&F committee <p>2019 staff announced.</p>	
6 Financial Report	<ul style="list-style-type: none">• Greg Ward, Paul Brennan, Kellie Brown, Jacqui Ronchi & Graham Forrest (GF) were introduced as the finance committee <p>GF noted the following:</p> <ul style="list-style-type: none">• Acknowledgment of appreciation to Jacqui and Greg.	



	<ul style="list-style-type: none">• Acknowledgement of appreciation to Kellie Brown for her work prior to each meeting in preparing the bank reconciliations, updating prior year results, support in mid-year budget and end of year budget.• All financial obligations have been met• \$1million cash at bank at the beginning of the year, with \$800k at the year's end.• FY2018 finances were audited by Deloitte and found to be sound• Policy on debt servicing has been met• \$7.5million recurrent receipts• Recurrent payments \$550k• Capital under \$400k• Deficit of \$243k• Positive operating surplus \$500k• Upgrades and improvements to the existing facilities• CEWA expect schools to utilise their surpluses which is why the school has a deficit• A small surplus proposed of about \$16k lower capital expenditure for the following year• Ongoing refurbishment of classrooms and the lower school area <p>School fees:</p> <ul style="list-style-type: none">• The School Board approved a fee increase of 2% (which equated to an increase of \$36 for the coming year).• This was also recommended by CEWA• All items have been taken into consideration and is in line with the previous year• The school is finishing the year in a strong financial position <p>Potential risks noted:</p> <ul style="list-style-type: none">• Financial changes• Lower student intake	
7 AGM close	JN closed the AGM @ 8.27PM	



Confirmed as a true and accurate record.

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