



**St Catherine's**  
SCHOOL | STIRLING

22 Ayers Hill Road Stirling SA 5152  
info@stcaths.catholic.edu.au  
T 8238 8238 ABN 336 268 503 87  
stcaths.catholic.edu.au

# 2022

# ANNUAL GENERAL MEETING

# SCHOOL BOARD

**Tuesday 8<sup>th</sup> March 2022**



# ANNUAL GENERAL MEETING

## SCHOOL BOARD

**Tuesday 8<sup>th</sup> March 2022 at 6.30pm**

(due to COVID restrictions meeting to be held via MS Teams)

### AGENDA

**Welcome** Russell Gwynne, Chairperson  
**Outline of online Meeting Protocols**

**Apologies** Fr Fred Farrugia

**Prayer** Krystina Dawe (APRIM)

### Minutes of 2021 AGM

#### Annual reports

President	Fr Fred Farrugia
Principal	John Low
Chairperson	Russell Gwynne
Treasurer	David Lolicato
P & F	Elise Campbell-Hand
WHS	Pat Wheeler

Performance Report (available on our school website)



## 2021 Annual General Meeting Minutes

Tuesday 23<sup>rd</sup> February 2021 at 6.30pm

**Welcome – David Hutton**

**Present**

Fr Fred, John Low, David Hutton, David Lolicato, Jason Simes, Sophie Hage, Miriam Whitford, Gill Holmes, Michael Bates, Russell Gwynne, Claire Wilde, Tom Kenyon, Gaby O'Dwyer, Samantha Ellul, Krystina Dawe, Melinda James, Bianca Foote, Corey Lewis, Narelle Brine, Gina Kennedy, Kelly-Ann Kirby, Kerry Cornelius, Nikki Hall, Elise Campbell-Hand, Grahame Adkins, Kathryn Thomson

**Apologies**

**Prayer**

Fr Fred and Krystina Dawe (APRIM)

**Minutes of the 2020 AGM**

Taken as read

Moved - David Hutton: Seconded – Miriam Whitford

**Annual Reports - Tabled**

***President's Report tabled and read by Fr Fred.***

Father thanked all staff, including Erika Dixon (T1 Acting Principal) and John Low (Appointed Principal from T2) for all their work on liturgies and masses, and for the great school and parish relationship.

Father said he feels 'at home' when he comes into the school, with the students always eager to greet him and the staff welcoming. He looks forward to continuing to work with John as the school and parish develop and expand their catholic identity.

Father spoke of a meeting with a former student, who told him that they miss the weekly masses and liturgies from St Catherine's, which gives him great joy.

Moved - Sophie Hage: Seconded - Grahame Adkins

***Principal's report tabled and read by John Low.***

John echoed thanks to the staff on a challenging year. Acknowledged that we have continued to work in the 'coalface' of the pandemic, working face to face at school throughout the year. Reception, Year 6 Catholic Schools... Together in faith, learning and community

John acknowledged the agility of staff to manage both personal and work responsibilities to enable this to happen effortlessly.

John talked about the Living, Learning, Leading (LLL) framework of which all catholic schools across the state are working within.

Acknowledged the work of School and Parish Team of Fr Fred, Cathie Oswald, Krystina Dawe and Kelly-Ann Kirby working together for the sacramental program.

Both ReLat and NAPLAN were not completed in 2020. Staff engaged students in addition RE programming during the year in place of the ReLat testing. NAPLAN was replaced with progress achievement testing.

Leadership Team consisting of John Low, Krystina Dawe, Melinda James (Leader of Learning-Wellbeing) and Corey Lewis (Leader of Learning – Curriculum) working together to ensure the continuation of ‘normal’ school activity during the challenges of the year. Staff continued to access professional development and training. Students had access to a counsellor on a fortnightly basis (as required) and the bushfire relief grant allowed us to have a school chaplain in Term 4.

Our agility and adaptability came into play with the many restrictions faced during the year, however we had a full year in spite of it! Although the Yr 6 Canberra camp was cancelled, we still managed to have a Yr 6 camp to Pt Hughes. Yr 5 Woodhouse camp started and finished quickly due to snap lockdown in Term 4. Festival of Music Choir were unable to perform at the Festival Theatre, however all school choirs were able to have a performance recorded at Sacred Heart College for parents to view. We had our senior students present fantastic performances of our school musical, Matilda. P & F achieved as much as possible with the restrictions in place, and the Parent Soiree finally went ahead after many delays. And we completed Stage 1 of the Master Plan Building schedule – on time and in budget despite the Stirling weather and COVID restrictions.

Thanks to Gina Kennedy for overseeing all aspects of school finance, which allowed all these activities to take place, despite fee reductions, family hardships etc.

Farewells: acknowledging both Jason Simes and Sophie Hage, who are stepping down from the Board at the AGM, thank you for all your input and assistance over the years. Special thanks to David Hutton, outgoing Chairperson of the Board. David has overseen many changes in the last few years, with Principal’s and building works. An enormous amount of work and assistant to the Principal’s (Jason Mittiga, Erika Dixon and John Low) during his tenure.

Moved - David Hutton: Seconded - Tom Kenyon

***School Board Chairperson’s Report tabled and read by David Hutton.***

David also acknowledged the challenging year we had, starting with uncertainty but finishing the year off strong. Noted that the school values were very evident in all that we did as a school over the course of the year.

Reflected on the biggest highlights of his tenure as Chairperson: completing the building works on time and in budget; and being a part of the strengthening school and parish ties. Very rewarding

Schools response to COVID- Erika in Term 1 as the pandemic broke did an amazing job! With John starting in Term 2, the groundwork was in place and the leadership continued with the support of all staff. Community feedback was fantastic, with the communication and handling of the uncertainty well handled, and David said he had received many comments from parents.

David thanked Gina Kennedy for her tireless work and the support of the finance committee (David Lolicato and Claire Wilde). He reflected on the financial position of the school has been greatly improved over the 6 years he has been on the School Board and is now in a great position.

He also thanked the other board members for their commitment, work and support.

Moved - David Lolicato: Seconded - Gaby O'Dwyer

***Treasurer's Report tabled and read by David Lolicato.***

David thanked Gina for all the hard work ensuring the schools finances are in good order. Implications of COVID saw many challenges to financing for schools, with fee remissions, Job Keeper and Cash Flow Bonus etc.

2021 looking forward to Stage 2 building – will require diligent budgeting, however it looks to be under control, with conservative spending.

Draft budget presented with report.

Moved - Claire Wilde: Seconded - Miriam Whitford

***Parents and Friends' Report tabled and read by Gill Holmes.***

Gill affirmed her report stating that events during the year were reduced. Term 1 started as normal, but Sports Day was the last major P&F event for the year. Meetings were abandoned until the end of T3. The P&F introduced 'special lunch days' whilst the canteen was being renovated, and we are continuing this term

Moved - David Lolicato: Seconded - Sophie Hage

WHS Report and School Performance Report were all tabled and taken as read. School Performance Report will be published on the school's website.

***AGM closed at 7.05pm.***

**MEMBERS OF BOARD - 2021**

<b>BOARD</b>	
<p><b>Ex-Officio</b> Fr Alfred Farrugia – President John Low – Principal / Executive Officer</p> <p><b>Secretariat</b> Samantha Ellul – Secretary (Staff)</p> <p><b>Nominated Members</b> Gaby O'Dwyer – Staff Representative Tom Kenyon – PPC Representative Elise Campbell-Hand – P &amp; F Representative</p> <p><b>Elected Members</b> Russell Gwynne - Chairperson David Lolicato – Treasurer Miriam Whitford – Elected Member Michael Bates – Elected Member Claire Wilde – Elected Member</p> <p><b>Co-Opted Members</b> Luke Williams</p>	<p>Appointed Parish Priest 2014 Appointed Principal, St Catherine's School, Term 2 2020</p> <p>(Elected Secretary 2020)</p> <p>(Elected Member 2020) (Elected PPC Rep 2020) (Elected P &amp; F Rep 2021)</p> <p>(Elected Member 2017 - 2020, Elected Chairperson 2021) (Elected Member 2017, Elected Treasurer 2018- current) (Elected Member 2019 – current) (Elected Member 2019 – current) (Elected Member 2018-current)</p> <p>(Co-opted July 2021 – current)</p>

**MEMBERS OF BOARD CONCLUDING TENURE**

<b>BOARD</b>	
NIL	

**Nominations open for additional Board Member at AGM 8<sup>th</sup> March 2022**

Nominations received from: Luke Williams  
Sharna Bucher

- All positions held have a two (2) year tenure. Each elected board member may renominate for position, but must not exceed six (6) consecutive years on the School Board

Today (1st March 2022) I attended the funeral of Val Sobechi. She lived to the age of 99 and was always faithful to the Church, attending the Sunday 10.30am Mass each week. This practice only stopped a few weeks back when she became very ill.

Not long ago, I was at a social event and, during a conversation, one of the parents related how busy the family was over the weekend, taking their children to different extra curricula activities. I knew that one of the children had completed the Sacramental program and was on the verge of suggesting to the parents that there is another important weekend extra curricula activity – and that's attending church on Sunday.

I didn't, but I did reflect on the two contrasting realities!

In the past 18 months, we have lost almost 20 parishioners through death, retirement into nursing home, or selling up and moving to new neighbourhoods. Add to this the further strain Covid-19 safety measures and social distancing requirements have placed on our parish. The result is that parishioner attendance at weekend Masses is dwindling.

I hear all the time from our generous volunteers – many of whom are in their 70s – that they would, ideally, like to pass on their voluntary work to younger people, but there's just no-one willing to pick up the tasks. As a parish, we have been asking a similar question: where are our young families, especially those who have their children at St Catherine's Catholic School?

Sadly, I do not have a definite answer.

I understand that in today's busy world, weekends can be hectic for families with young children. I appreciate that I am not married and have no kids, but I think the problem is there is no commitment in the family ethos to come to church on Sunday. It's heart-breaking that we baptise our children, many go on to complete the Sacramental program...and then we never see them again.

While on the subject of the Sacramental program, I think it is important to note that we have just seven St Catherine's Catholic School children signed up for this year's program. This is the lowest number in the seven years that I have been parish priest.

A parishioner attended church on a regular basis with his wife and daughter. He had no job; he was studying at the time and the family was struggling financially. Suddenly, they were no longer there, in their usual spots, at Mass.

I accidentally bumped into the parishioner at the supermarket one morning and was delighted to learn that his fortunes had improved. He had graduated and landed a good job at a Catholic school. His future seemed secure.

"I haven't seen you in church for a long time," I said, to which he responded by telling me that he's now terribly busy with work and, besides, now that he attends Mass at the school, he doesn't feel the need to come to Sunday Mass. Perhaps his thinking extends to his children, and that because they have Liturgies and Masses at school, there is also no need for them to attend Sunday Mass.

I know our parishioners are busy people, too. But just think what it means when our elderly parishioners who attend Mass so faithfully every Sunday find themselves always surrounded by empty pews and the same people. Doesn't one think that they need our encouragement, our presence, and our support, too?

While I know I cannot force anyone to come to church, I do feel I need to say what is happening in our parish at this stage. And while we're currently still a vibrant and active parish, we need to look at the future.

We speak a lot about the importance of school and parish relationship. Our relationship is strong especially with the principal, staff and students. To strengthen these relationships, I go to school every Tuesday to celebrate Liturgies/Masses, and we hold an average of two school/parish meetings each term.

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However, we need to work harder throughout 2022 to strengthen this most important school/parish relationship by finding ways to engage with the parents and bring them into our Catholic community. The presence of the school community in our parish Sunday Masses and activities will enable our parish to look forward with optimism. We need young families to come to church, not only to attend but to participate as one family, encouraging each other and securing our parish into the future.

FR Fred  
Parish Priest  
President of St Catherine's School Board



## Introduction

2021 continued to provide a range of challenges for our local, national and international communities. Thankfully, in South Australia we were able to operate with minimal disruption to the learning continuity for our students. As staff, parents and students, we continued to be adaptable, flexible and agile throughout the year as circumstances relating to the global pandemic shifted.

As a Catholic School in the Dominican Tradition, we continued to enact our vision to develop the whole child through contemporary learning, a strong sense of community and stewardship of the earth, to become active global citizens. We maintained relationships that nurture and uphold the dignity of all and our Christian faith remained embedded in all aspects of our school ensuring a religious dimension in all that we do.

I am grateful to the community for the support and partnership demonstrated throughout the events of 2021. Managing ongoing change is challenging and the parent community were supportive every step of the way. Our teaching and ESO staff have been outstanding through their ongoing commitment and dedication to the best outcomes for the students in their care.

In 2021 we aligned the focus of our work around the Catholic Education Living Learning Learning Standards which we used to shape our new Strategic Plan.

The standards are framed around the 4 key areas of the Living, Learning, Leading framework:

- Catholic Identity
- Curriculum and co-constructed learning and assessment design
- Student agency, identity, learning and leadership
- Community Engagement

These focus areas are designed to:

- Raise aspirations for excellent schools within a continuously improving system,
  - Raise student voice, agency and achievement,
  - Ensure high quality teaching and learning for all students,
  - Support communication with the wider school community and other stakeholders,
- and
- Foster increased confidence in, and accountability for, each school's effectiveness and outcomes.

## St Catherine's School Strategic Plan 2021-2023

The St Catherine's School Strategic Plan 2021-2023 was developed through consultation with staff, parents and Parish representatives. The plan sets out clear strategic aspirations and actions for the school community to work towards. Good progress has been made throughout the first year of this plan and there are several achievements worth noting for the school community during 2021.

## Strategic Direction 1 - Learning and Wellbeing

In 2021 the leadership team structure consisted of Principal (John Low), Assistant Principal Religious Identity and Mission (APRIM - Krystina Dawe), Leader of Learning: Wellbeing and Inclusion (Melinda James) and Leader of Learning: Curriculum and Assessment (Corey Lewis).

Professional learning for staff focused on:

- Introduction of Positive Education
- CESA Key Capabilities
- New CESA Religious Education Framework
- Moderation for Student Achievement Grades (partnership with St Joseph's, Kingswood and St Raphael's, Parkside)
- Inclusion (Strategies for supporting students with sensory needs)

MiniLit was introduced as an Early Years Literacy intervention program with pleasing results. MiniLit is an evidence-based, explicit and effective early literacy intervention program for teaching reading skills to children who are in the bottom 25% of the expected range for their age group in Year 1 or 2. Each of the thirteen students who participated in the program demonstrated positive gains with their reading.

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After a year without NAPLAN in 2020, it resumed in 2021 for the year 3 and year 5 students. The estimated standardised student progress between 2019 and 2021 Literacy and Numeracy tests showed that 79% of St Catherine's students made average to high progress in Reading and 84% made average to high progress in Numeracy.

Progressive Achievement Tests (PAT) were used across Reception to Year 6 in Term 4 to gain information about student progress in the areas of English and Mathematics.

In Term 2, Aboriginal Artist, Chris Crebbin worked with our year 2 students across seven sessions engaging them in learning about Aboriginal and Torres Strait Islander Histories and Cultures through visual art and storytelling. This residency was supporting through the CESA Cultural Artist in Residence Program grant funding.

Throughout the year Steven DeGiovanniello facilitated a Movement Program supporting the development of gross motor skills for students in Reception to Year 2.

## **Strategic Direction 2 - Student Agency**

Student Wellbeing and understanding of identity had a strong focus in 2021. All students were engaged in learning and reflecting on the Catholic Education SA Key Capabilities framework centred on supporting thriving people, capable learners and leaders for the world God desires. In week 5 each term, students participated in the CESA Classroom Pulse Check survey, a tool designed to give agency to students to share their experience of belonging and engagement at school.

Debating was offered for students in Years 5 and 6 and four teams competed in the SA Debating competition and performed very well. Tournament of Minds was also facilitated in 2021. Thank you to Corey Lewis for her coordination of these groups and to Narelle Brine, Kerry Cornelius and Krystina Dawe for their support.

The following sporting opportunities were offered throughout the year:

- Sports Day (R-6)
- Water Safety - Aquatics Day (Yr 6)
- Catholic Schools Swimming Carnival (Yr 3-6)
- Catholic Schools Netball Carnival (Yr3-6)
- Catholic School Athletics Carnival (Yr 3-6)
- Catholic Schools Cross Country (Yr 3-6)
- SAPSASA Swimming Carnival – Courier Cup
- SAPSASA Athletics Carnival
- Swimming Week (R-6)
- Regional Schools Carnival – Year 5/6 Students (St Joseph's Murray Bridge/St Francis De Sales Mt Barker)

Learn to Play Sports Programs were held after school for R-2 students including Hotshots Tennis, Net Set Go Netball, Milo In2Cricket and Soccer Skills.

I'd like to acknowledge the work that Steven De Giovanniello, Pat Wheeler and Melissa van der Linden do to coordinate and facilitate these events.

Our choir students performed with several other Catholic Primary schools as part of the Catholic Schools Music Festival at the Entertainment Centre. The students did an amazing job learning all their songs and actions and I thank Kathryn Thompson for all her work in training the choir and coordinating our school's involvement in the festival.

Arch D has spent the past 10 years working with Catholic schools, mentoring students and producing high quality radio and podcasts. Arch D podcasting was introduced to the year 5 class and students were taught how to create and edit their own podcast which became another vehicle for student agency in their learning.

A Student Representative Council (SRC) and ECO Group were established to provide opportunities for students in Reception to Year 6 to contribute their thoughts, ideas and initiatives about how St

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Catherine's can be a great place for learning. Two SRC and two ECO representatives were chosen from each class each semester.

The year 5 and 6 students were involved in an inaugural enterprise program - \$20 Boss. This saw the students creating a business idea, planning and presenting their ideas to their parents and holding a school market day as well as selling their goods at the Stirling Laneways Market. I acknowledge and thank Corey Lewis and Kerry Cornelius for their coordination of this program as well as the many parents who supported their children along the way. It was a fantastic learning experience demonstrating how capable our young people can be.

A number of lunch time clubs were held throughout the year based on student interest including, gardening, coding and Glee club with students participating in clubs of their choice.

The year 3-6 students participated in the following camp experiences:

- Year 6 - four day camp to Kangaroo Island
- Year 5 - overnight camp at Woodhouse where they stayed in tents and undertook a variety of challenging, team building activities.
- Year 3/4 - overnight 'sleepover' at the school in Term 4.

A School Disco was held for Reception to Year 6 students, facilitated by Footsteps at the end of the year.

### **Strategic Direction 3 - Catholic Identity**

The Parish and School partnership continued to provide faith formation experiences throughout the year and many families were involved in the 2021 Sacramental Program. Thank you to Fr Fred, Krystina Dawe, Kelly-Ann Kirby and Cathie Oswald for their leadership and guidance of our young people through this ministry.

Several events were held throughout the year aimed at providing opportunities for the Parish and School communities to be together. A family Mass was held each term at St Matthew's Church, Bridgewater, and the annual Parish/School picnic was held in Term 1.

The annual Year 6 Student Reflection Day was held at the recently built St Matthew's Church Hall for first time and the Year 3/4 students also attended a Mass with parishioners at St Matthew's Church in Term 3. The Parish Awaken Youth mid and end of year retreat was held at St Catherine's School.

A Parish/ School bursary was established to support two families each year access a Catholic education at St Catherine's for their child/ren.

Teaching staff further developed their understanding of the new CESA Religious Education framework. This framework was made available as an online resource in 2021 and teachers have been incorporating it into their teaching and learning programs. A staff spiritual reflection and formation day was held in Term 2 facilitated by Fr Tom Gleeson at the Warriparinga Living Kuarna Cultural Centre at Marion which provided staff with the opportunity to further develop their understanding of Aboriginal connection with the land and a Catholic understanding of ecology and how ecological conversion forms part of our Catholic Identity.

Year 4 students participated in the annual RELAT assessment. The average total for all year 4s at St Catherine's in 2021 was 86.1%. (The average total for all year 4s in South Australia was 81.1%) which is a positive indication of the quality of Religious Education teaching and learning that students are engaged in.

Led by the School Captains, students were engaged in various social justice initiatives throughout the year including Project Compassion, Catholic Mission (Sock-tober), Vinnies Winter appeal, Catholic Charities (Me4U), Hutt Street (Cash for Cans) and the Vinnies Christmas appeal (food hampers). They also participated in a week of activities celebrating the life of St Dominic, learning about the person he was, along with the Dominican Pillars of Prayer, Study, Ministry and Community. The School Captains also did an exceptional job at representing the school at Principal tours, Masses at the Cathedral and school events throughout the year.

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We introduced a Year 6 Dominican Leadership Program. The program took place on a fortnightly basis with the students rotating through groups based on the four pillars of Dominican Spirituality - Prayer, Study, Ministry and Community.

Students and staff continued to develop their understanding of Ecological Conversion through the various sustainability programs available (Aquaculture, chickens, vegetable gardens) and the school received three grants to support additional work in this area.

- Coles Sustainability 4 Schools Grant - Buddy bench made from recycled materials.
- Woolworths Junior Landcare Grant - Pollinators Garden
- Call to Ecological Conversion Grant (CESA) - Ongoing QR Code signage project

Four year 5 students were involved in the Youth Environment Leaders Program (YELP) facilitated by Green Adelaide. These students were proactive in initiating an ongoing project, focusing on QR code signage for areas that showcase our sustainability initiatives.

### **Strategic Direction 4 - Community Engagement**

The Forest Friends Playgroup was put on hold for Term 2, but continued in Terms 3 and 4 with an average of 6 children attending each week. Georgina Worthington did a wonderful job at coordinating and running the playgroup.

Our Bambini Transition to School Program had nineteen students attend on Friday mornings throughout Semester 2 and Gaby O'Dwyer and Narelle Brine worked with these students for a term each, helping them become familiar and settled with the school routine and learning environment.

A uniform committee was established to review the school uniform, which resulted in a move to a One Uniform/ Activewear style uniform. Sincere thanks to Miriam, Elise and Cathy for the many hours of work in facilitating this process.

The P&F continued to meet throughout the year, supporting with various events such as welcome morning tea, pancakes for Shrove Tuesday, cuppa and a chat mornings, just to name a few. The Monday morning Tuck shop and Friday Canteen lunch was a little stop and start throughout the year as the varying SA Health restrictions applied to our school, however it was great to see these up and running again. My sincere thanks to Elise and Jane, along with the many other parent volunteers who helped get these various events up and running.

In 2021 we engaged with Bunnings Mt Barker Activities Organiser who provided support towards our various sustainability initiatives.

We were fortunate to be able to welcome families back on site to hold an end of year Christmas Concert which all involved students from Reception to Year 6.

A number of working bees were held at various times throughout the year where several parents came to support activities. Of particular note is for contribution of parents at the end of the year who helped with the relocation of several plants from the front garden and movement of furniture. Thank you to Michael Bates for his support and coordination of these.

### **Strategic Direction 5 - Optimised Use of Resources**

#### **Master Planning**

In 2021, St Catherine's received a \$700,000 State Capital grant allocation. This allowed us to move ahead with the next stage of building works to continue to improve the facilities of the school. Swanbury Penglase Architects were appointed to support the review of the school Master Plan and then subsequent design of Stage 2 works, which address the following:

- Improved safety for students
  - Welcoming Reception Office area with line of sights enhanced
  - Improved finance officer and leadership accommodation
  - Providing breakout spaces from current classrooms along hallway to support small group teaching and learning
  - Dedicated prayer space
  - Additional meeting room opportunities
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- Refurbished OSHC space
- Enhance the street presence of the entrance to the school and provide a gathering space for the community
- Opportunity to showcase the heritage old house building

In consultation with Catholic Education SA Infrastructure and Planning Advisors, it was agreed to include the remediation of the water course through the ditch into the wetland area and the replacement of the ACP cladding used on the Treehouse as part of the works for this stage.

Harrold and Kite were appointed to undertake the building works which commenced in December.

### **Highly Accomplished and Lead Teacher Certification**

Corey Lewis worked towards and achieved Lead Teacher Certification. Congratulations Corey on this achievement.

### **Staff Farewells**

At the end of 2021 said farewell to Melinda James, Alison Edwards and Katie Ashmead. Melinda was part of the St Catherine's School community for 30 years and leaves a great legacy of support for Inclusion and Wellbeing of students. Alison contributed a great deal to the St Catherine's community over her 20 years of work, across a number of learning areas. Katie worked at St Catherine's since 2007 and in recent years has worked part-time sharing her passion for literacy learning with staff and students. I wish Melinda, Alison and Katie all the very best as they embark upon new chapters.

My sincere thanks to Gina for her attention to detail and management of the school financial resources. 2021 was a particularly challenging year in this area, however through careful decision making the school is in a sound financial position moving forward. Thank you also to David and Claire for their expert contribution and oversight as members of the finance committee.

I'd like to acknowledge the members of the School Board for their commitment and support to the St Catherine's school community throughout 2021. Finally, thank you to Gill Holmes for her work as Chairperson in Term 1 and to Russell Gwynne for taking on this role from Term 2 to the end of the year.

Finally, through a year of ongoing change, I thank all our teachers, ESOs, volunteers and the parish for their unwavering support of the school. The contribution of so many in a multitude of ways allowed our children to feel a sense of normalcy in a world of uncertainty and fear.

John Low  
Principal  
St Catherine's School

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2021 continued to capture what has been an extraordinary period in history. It has greatly affected St Catherine's, the broader community and everything beyond, pushing community leaders to adapt and change on what seemed to be a monthly, weekly, or even daily occurrence.

Under the stewardship of Principal John Low, the school has not only managed to respond to the many changes but has in fact continued to develop and grow. John has guided an amazing team of teachers and staff to ensure the best outcomes for every student. The professionalism shown by the entire school cohort in such difficult times has been nothing short of incredible.

I would like to thank Gill Holmes for her time on the school board and also as Chairperson for a short time. Her contribution to the school, in particular the P&F, was highly valued and it was a shame to see her move back to Perth with her family.

Fr Fred has also played an important role in the community over the previous year and I would like to thank him for his contributions. He has provided a steady hand, a ready ear and is never short of ideas on how to provide support across our whole community, particularly to those in need. The relationship between the parish and the school has developed enormously over the past year and with health restrictions easing I believe that the time spent sharing thoughts and developing the Catholic ethos will drive the school and parish closer than ever before.

CESA spent a considerable amount of time researching and developing their catholic schools strategy through 2021, culminating in its release in February this year. In consultation with the entire community including, but not limited to, students, teachers, staff, parents, school boards and the general public, they have created a vision for the coming years that will align the education of our children with the vision for the role of the Catholic Church in South Australia. This is an important document as it will help guide Principals, teachers, staff and boards in the decisions they make in the future ensuring our children receive a quality education that supports the Catholic Ethos.

It is exciting to see the Stage 2 building works underway with expected completion by Term 3 this year. 2021 was a year of planning, ensuring that the works align with the needs of the school against the masterplan developed in previous years. Swanbury Penglase, the appointed Architect, has again provided exceptional service and ensured our timelines have been met. This is an exciting project that will provide much needed administration changes with a more secure school environment. With further breakout spaces for the younger years, the chance for more collaborative learning will be provided. The entire façade will change, providing a modern look and a substantially more inviting street presence that will be something to be proud of.

I'd like to acknowledge the continued efforts of the Board Finance Committee, David Lolicato, Gina Kennedy and Claire Wilde. Without their expert guidance and financial stewardship, the Stage 2 building works might still be a dream. Their time spent monitoring budgets ensures the school remains in a strong financial position for 2022.

There are many amazing community members who spend countless hours contributing to everything that makes our school a community. I would like to thank the P&F Committee and all volunteer parents who take the time from busy lives to make our school what it is. In particular getting the canteen up and running in the Covid environment has been nothing short of amazing and I'm sure the children are highly appreciative.

My fellow board members also deserve my gratitude and thanks for the time they have spent using their skill and expertise to guide the school through uncertain times. From tackling new uniforms, policy document reviews, building works, the school business plan and getting the canteen operational, there isn't much we haven't considered. Thank you for your time, I look forward to working with everyone again over the coming year.

Looking forward, I think 2022 will be all about community and re-establishing the bonds that have been broken over the course of the last 2 years while dealing with Covid. The return of community events, social gatherings, school excursions, proper sports days (with spectators!) and the attendance of volunteers in the school for tasks such as reading time with the children, will be an important part of

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bringing everyone closer again. As health rules relax in the coming months, I look forward to again seeing the sense of community and social interactions we once had prior to Covid.

This year will be my final year at St Catherine's however I won't let it trickle by. There are a number of exciting projects and tasks to complete, and I look forward to working with the board and school community to make it all happen.

I wish everyone the best for 2022.

Russell Gwynne

**Chairperson**

**St Catherine's School Board**

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Set out below is a summary of the School's 2021 financial position.

- In terms of cash flow, the School finished the year at the end of December 2021 with a cash balance of \$1,122k, an increase of \$256k on the prior year.
- The increase of \$256k for the year comprised the following

Tuition and Government Grant Income	\$2,852k
Non-Recurrent Income	\$176k
Tuition and admin expenses	(\$2,500k)
Clearing and trading accounts	\$7k
Building improvements and equipment purchases	(\$192k)
Loan Repayments	(\$87k)

- Tuition and Government grants received during the year were \$441k less than expected due to \$700K State Government grant received for stage 2 Master plan works being deferred to 2022.
- Building improvements and capital expenditure of \$192k included:
  - Computer equipment, including Macbooks, Photocopiers and Classroom AV screens;
  - Initial Stage 2 Master Plan costs
- At the end of December 2021, there are loans of \$846k outstanding relating to Master Plan Stage 1

David Lolicato  
Treasurer, St Catherine's School Board

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**ST CATHERINE'S SCHOOL  
FINANCIAL REPORT 2021  
SUMMARY OF TRADING RESULTS**

	2021 YEAR		2022 YEAR
	SCHOOL/CEO BUDGET 2021	SCHOOL ACTUAL 2021	SCHOOL/CEO BUDGET 2022
<b>RECURRENT ACTIVITIES</b>			
<b><u>INCOME RECURRENT</u></b>			
<i>Private Income</i>			
Tuition Fees & Compulsory charges	645,250	636,721	631,213
Other Income	37,537	124,818	28,134
Donations	3,900	4,325	3,900
<i>Government Grants</i>			
State	385,315	429,874	412,172
Commonwealth	1,563,421	1,794,396	1,672,140
<b>Total Income</b>	<b>2,635,423</b>	<b>2,990,134</b>	<b>2,747,559</b>
<b><u>EXPENDITURE - RECURRENT</u></b>			
<b><u>Tuition &amp; Related Costs</u></b>			
<b>Salaries &amp; Allowances</b>			
Salaries - Teachers	1,297,843	1,353,390	1,345,668
Non-teaching Wages	165,836	176,290	188,374
Superannuation & Workcover	165,297	168,332	179,839
<b>Other Expenditure</b>			
Teaching Expenses & Materials & IT	212,069	193,526	184,930
	1,841,045	1,891,538	1,898,811
<b><u>Administration Costs</u></b>			
Buildings & Grounds Expenses	124,402	102,164	142,154
Insurance	30,038	30,038	32,290
Interest & lease payments	40,871	30,815	32,659
Levies - CEO	140,442	150,904	143,790
Other administration costs	282,321	260,601	286,108
Staff training	8,000	14,121	11,000
	626,074	588,643	648,001
<b>Total Expenses</b>	<b>2,467,119</b>	<b>2,480,181</b>	<b>2,546,812</b>
<b>Income - Trading</b>			
Canteen	300	3,089	-2,736
Other - Playgroup, Uniforms, P&F	280	959	600
Bambini Program	6,200	6,072	5,920
	6,780	10,120	3,784
<b>Clearing Account</b>			
		4,200	
		2,889	
		7,089	
<b>Net Recurrent Income/(deficit)</b>	<b>175,084</b>	<b>527,162</b>	<b>204,531</b>
<b>CAPITAL ACTIVITIES</b>			
<b><u>INCOME - CAPITAL</u></b>			
State Government Grant	700,000	0	700,000
Aust Govt Capital Grants	0	0	0
Capital Levies	0	1,426	0
Capital Asset Sales	6,800	6,760	5,200
Loan Drawdown	400,000	0	400,000
	<b>1,106,800</b>	<b>8,186</b>	<b>1,105,200</b>
<b><u>EXPENDITURE - CAPITAL</u></b>			
Buildings	1,630,000	102,530	1,798,899
Building improvements, Furniture & Computer equipm	186,373	89,970	82,643
Loan Repayment	102,463	86,985	127,915
Hire Purchase Repayments	0	0	0
	1,918,836	279,485	2,009,457
<b>Net Capital Surplus/(deficit)</b>	<b>-812,036</b>	<b>-271,299</b>	<b>-904,257</b>
<b>CESA EQUITY WITHDRAWAL</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET TOTAL SURPLUS/(DEFICIT)</b>	<b>-636,952</b>	<b>255,863</b>	<b>-699,726</b>

2021 for Parents and Friends of St Catherine's was very interesting, with many restrictions we had to revisit how we planned our year. The events planned were far and few between, but we were fortunate to have the events we did, looking to provide some normality for the students and parent community.

Sports Day was held with prepayment of a morning tea bag consisting of a muffin, grapes and sultanas, sausage sizzle, arm painting and wrist band. We were unable to have our usual fundraiser cake stall, but still managed to raise some funds from the prepaid items.

The annual school disco went ahead with R-2s and 3-6s ensuring we kept to the restrictions, thus parents dropping off and picking up their children and not being able to stay. We were fortunate to assist in the end of year concert with a BBQ dinner, that seemed to be enjoyed by all.

The P&F assisted with the Special lunch Fridays. These were outsourced in Term 1 and 2 consisting of subway, sushi, and pizza; a very welcome choice for parents at the end of the week as something different for lunch. Further restrictions hindered us in Term 3, but it only made us more determined to do something in Term 4. In addition to the outsourced lunches, we made some lunches in the canteen that included pasta, curry and rice, nachos and bbq sausages. These all seemed a big hit with over 80 students each week having a special lunch.

We also brought back the much-missed Tuck at the end of Term 3. A Monday morning staple that had been stopped due to covid. It was wonderful to see the students lining up ready to order and pay for something they chose. Although we did start out purchasing or making baked goods onsite, we were eventually fortunate to have parents bake at home. It has been wonderful to have the use of the recently renovated canteen in 2021.

We are thankful to the volunteers who joined us in our journey throughout 2021. We appreciate the support, whether that be, in time, donated goods or community spirit.

Elise Campbell-Hand  
P&F Chairperson

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In accordance with Schedule 2, Part 4 of the Work Health and Safety Act 2011 (WHS Act), St Catherine's School is required to provide details of the following matters in its annual report. The school has provided staff, students and the wider school community with:

- initiatives taken during the year to ensure the health, safety and welfare at this work site and of workers who carry out work for the school
- health and safety outcomes (including the impact on injury rates of workers) achieved because of the initiatives taken during the year or previous initiatives
- statistics of any notifiable incidents of which the school becomes aware during the year that arose out of the conduct of the undertakings by the school
- any investigations conducted during the year that relate to businesses or undertakings, including details of all notices given to the school during the year under Part 10 of the WHS Act

## **STAFF TRAINING**

Staff participated in reading and online modules for compliance of the following documents:

Code of Conduct/Protective Practices

ICT Acceptable Use Guidelines/Privacy Statement

St Catherine's School once again participated in the WHS online training modules in 2021. Modules completed for the 2 semesters are:

Camps and Excursions and Sporting Activities	13 staff
Hazardous Management Training	13 staff
Injury Management	17 staff
Tag & Testing	1 staff
First Aid in the School Setting HLTAID012	13 staff
Provide cardiopulmonary resuscitation HLTAID009	13 staff
Provide basic emergency life support HLTAID010	13 staff
Provide First Aid HLTAID011	13 staff
Officer Training	2 staff
Fire Warden Training	2 staff
Responding to Discrimination	17 staff
Site Inductions TRT/Student teachers	22

## **WHS POLICY & PROCEDURES**

Documents updated throughout the year 2021:

Emergency Evacuations and Critical Incident Management

## **MAINTENANCE**

Programme Maintenance was engaged to maintain the maintenance on an annual contract. Neville was aligned to the school for 2021 and his work has been well received and many tasks worked on weekly to see the school's maintenance maintained. Austinn has just commenced at the conclusion of the 2021 school year and Neville completed the handover for Austinn.

## **Monthly Work WHS**

Pest controls

Garden beds and scrubs– front of school pruned and weeding completed

Branch limbs removed in the playground.

Re homing plants ready for building program in 2022

Roof – gutter attended to by Programme Maintenance

Removal of tree limbs in forest, too windy and will need to return to finish job

Pathways cleaned, front of school general blow vac weekly.

Leaking roof repairs

Semester Air Con Servicing

Wetlands gardens

Skip use yearly for rubbish removal

## To do WHS Work

Wetlands – weeding and safety – bushfire prevention and access to area.  
 Site water harvesting and maintaining drainage routes  
 Playground equipment – checks and or audit  
 Management Plan – car park and access roads into school- signing vehicles and general safety  
 Waste systems in the school for sustainably management of waste – can we be doing things better.  
 Storage of Recourses for WHS concerns, lifting and placement of resources with a safety focus  
 Lighting and ventilation for the Junior Primary areas, old roofing and lighting – should be budgeted for.  
 Pest Control – ongoing  
 Re Cladding of Library/Treehouse  
 Extinguisher updating units around school  
 Fire Hydrant valves to be replaced  
 Roof Maintenance plan continued  
 Asbestos Report – Carter Corporation to update Register and Review site plan compliance  
 Spraying of Black berry bushes on the back end of the tennis courts and retainer wall section of the playground

## ELECTRICAL TAG AND TESTING

Tagging and Testing was completed as items due date expired. Aquaponics items in February and most other school items in May and June. The tagging machine has been re calibrated in December for compliance.

## INCIDENT REPORTING

Report Period: January 2021- December 2021

### Incident Reports

Accident / Incident / Near Miss / Hazard Reports	Number	Description
Accidents / Incidents*	4	<i>Work related /&amp; or involving a student</i>
Near misses	0	
Hazards	0	<i>Incidental jobs requiring maintenance to avoid hazard/injury occurring - preventative</i>
* Lost time injuries (from the accidents/incidents reported)	1 & ½ days	<i>Outside of sick leave entitlements</i>
New Workers Compensation Claims	0	
Bullying Complaint investigations	0	

### SafeWork SA Union Matters - Notifiable Incidents / complaints

Date of Incident/complaint	Incident ID#	Incident Details	Actions from SafeWork SA e.g. SWSA Action Letter, Prohibition / Improvement Notice	Date of Notice Sign Off
	0			

**Union Matters** - Union right of entry

Date of attendance	Alleged contravention	Findings
	<b>0</b>	

**Audits**

Type of Audit	Corrective Actions Identified <small>(e.g. # NCR's issued, observations etc, areas requiring action)</small>
Fire engineer report /audit ACP Cladding	Voon still handling with the Council and reporting back to us with copies of corresponding documentation
Air Ventilation Audit started last Friday 18 <sup>th</sup> Nov	Sienna Hall classrooms still to be completed – Pat
Wetlands Asbestos removal	
Water Course Remediation	Mapping from Ayers Hill Road to the large drain/sump in the lowest point of the wetlands area.  Weed vegetation

Pat Wheeler  
WHS Site Coordinator  
St Catherine's School