



St Joseph's School
Kingswood

2023 ANNUAL GENERAL MEETING

Wednesday 20th March 2024

Connection Excellence Gratitude

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1. Introduction and Welcome
2. Prayer
3. Present and Apologies
4. Confirmation of previous AGM – 2022
5. Reports
 - 5.1.Chairman's Report 2023 school year
 - 5.2.Parents & Friends Report 2023 school year
 - 5.3.Finance Report 2023 school year
 - 5.4.Principal's Report 2023 school year
6. Elections – Nominations for 2024
7. Other business with prior notice

Meeting close

2022 ANNUAL GENERAL MEETING MINUTES

22nd March 2023

1. **Present:** Jodie Higgins, Emma Fowler, Belinda Fox, Kelvin Warner, Lucy Sach, Mark Stansborough, Nick Marwe, Victor Cantone, Katie Routley, Kimberley Harbison and Shelly Youngs.
2. **Apologies:** Fr John Shanahan
3. **Prayer:** Prayer led by EF and JH relating back to excellence, connection and gratitude.
4. **Minutes of previous meeting:** 2021 AGM minutes presented.
5. **Confirmation of previous minutes:** Accepted Kelvin Warner, Seconded Victor Cantone.
6. **Reports: (Only tables)**
 - 6.1 **Chairman's Report – as tabled.**

KW spoke about having a steady year after the uncertainty of 2021 and acknowledged the visible learning accreditation, sporting and academic achievements of the school throughout 2022. KW thanked outgoing board members and staff, particularly AMS for 17 years' service.
 - 6.2 **P&F Report – as tabled.**

LS acknowledged the success of the P&F events of 2022 after still having COVID restrictions in Term 1. LS spoke of creating and building on the community of the school through P&F events continuing into 2023. LS acknowledges the success of the quiz night, book club and Election Day BBQ and thanks KW for time served as Chairman of the Board.
 - 6.3 **Finance Report – as tabled.**

MS states the school finished 2022 in a strong financial position, increased enrolments saw an increase in grant funding and produced a surplus on budget for the year. Revenue and expenses are in-line with benchmarks and 2023 will see a period of consolidation for the School with a focus on long term projects such as Solar Panels. MS thanks AMS for 17 years' service.
 - 6.4 **Principal's Report – as tabled.**

JH saw concerns from parents in 2021 resolved in 2022, highlighting student safety, environment and sustainability as the biggest issues. With the installation of the fence and safety procedures in the hall parents were appreciative of the Schools commitment to making safety a priority. JH thanked EF for her work and commitment to visible learning. JH thanked board members for their input in the Strategic plan, thanks to MS for stepping into the Finance Chair role and supporting through AMS transition, thanked KW for his time as Chairman and appreciated the partnership and support he always provided. JH acknowledged the staff and students and is honoured to lead the St Joseph's community.

7. Business Arising: Nil

8. New Business:

6.5 Election of Board Members 2023

Two positions were vacated by Kelvin Warner and Madhavi Nawana Parker. One Nomination was received so no voting was required. Katie Routley was welcomed to the board. Belinda Fox nominated for re-election and was thanked for her dedication to the Board.

9. Strategic Plan presented by Jodie Higgins

JH presented the 2023-2026 Strategic Plan with the Schools four key strategic intentions. JH acknowledged the input from wider community in creating the Strategic Plan. JH touched on the connections between the School values and Patrons and how that is being connected to the curriculum. Renewal and focus on learner dispositions and introduction of 'Joey'. JH acknowledges that the children are the main focus.

10. Any Other Business: Nil

Next meeting: 24th May 2023

CHAIRPERSON'S REPORT

Dear parents, teachers, students, and members of the St Joseph's Kingswood School community, as Chair of the Board it is my pleasure to welcome you all to the 2024 school year. With Kelvin Warner departing as Chair of the Board after many successful years at the helm, I was pleased to take on the position in May 2023, with Katie Routley as the Vice-Chair.

In 2023, our school has achieved many great successes with our students excelling in various fields, including science, mathematics, languages, sport, music and the arts. Our Annual Improvement Plan for the school was reviewed and approved by the Board and identified key actions that included a focus on teachers sharing their understanding and beliefs, the adoption of staff enrichment groups, identifying high potential students and accountability around reporting and deadlines.

In June 2023, the Commonwealth Education Minister, Jason Clare, announced that all schools in Australia would receive a one-off wellbeing 'boost' funding to support students' mental health and wellbeing. The resulting \$15,000 Wellbeing Boost obtained by the school is being used to implement Visible Wellbeing across an 18 month period. Visible Wellbeing is a whole-school, evidence-based program tailored specifically to address the wellbeing needs of Australian youth Schools and is based on the science of Positive Psychology, to provide both staff and students with a toolkit of strategies to support wellbeing and buffer against mental illness.

There was an audit of the OSHC which resulted in several improvements being made to the school run program to ensure that we were either meeting or exceeding the requirements of the Australian Children's Education and Care Quality Authority National Framework. The fee and booking policy was also reviewed and updated and a new Director appointed (Bridget Hughes) in January 2024.

The board reviewed and approved the installation of the School's 50kVA generating solar panel system by Venergy, which was installed over the end of year holidays and is now up and running. This was our most significant capital investment for the year and will ultimately pay it self-back within approximately 4 years. It also demonstrates our commitment to long-term sustainability and will create an ongoing educational tool for our students.

The school also invested in 76 new iPad's for the Year 3 and 4 students, as part of a new device rollout plan for student and staff technology. The iPad's include keyboards to support the need for students to work online and in assessments such as NAPLAN.

A Uniform Subcommittee was also established to review the current school uniform and associated arrangements. A key activity was to undertake a survey of students and families.

Based on the feedback received, the Subcommittee is currently finalising the minor changes proposed and reviewing supplier and costings.

We closed out the year with good enrolment numbers for 2024 and a strong financial position that will see us continue to grow and develop into the future.

I would like to take this opportunity to thank the current board members for their contributions and commitment this year, which have helped evolve and advance our school. I would also like to thank the Parents and Friends Committee and the tireless hours of volunteering and hard work they have put in over the past year to run events, generate significant funds and unite the school community. I would like to extend a very special farewell to Lucy Sach who has departed as the Parents and Friends Chair (and Board Representative), and I would like to thank her for her significant years of service and dedication in many volunteer roles throughout her family's time at the school.

Finally, on behalf of the Board I would like to express our thanks and appreciation to all the parents, teachers, staff, and students for their continued support and hard work that make our St Joseph school community so exceptional. The Board looks forward to the exciting new opportunities in the year ahead, including improvements to the entrance from Cambridge Terrace and replacement of the astro turf in the main yard. Thank you all for being part of our school community, and please don't hesitate to reach out to the Board with your thoughts around relevant initiatives or matters.

King Regards

Victor Cantone

P & F REPORT

The focus for the Parents and Friends in 2023 was supporting opportunities for the community to come together. In recent years we have focussed on school fundraising however due to the past Covid restrictions our energies were put into connection.

Traditionally the school year started with the Picnic on the Green which is a great way for families and staff to connect in a relaxed environment. The P&F were able to run a Bar at the picnic which as always was a great success. We continued to run the Bar at other school events throughout the year as it does not require a lot of preparation and is always a successful fundraising event.

A consistent fundraiser that we hold throughout the year is the second-hand uniform shop. The second-hand uniform shop saw some changes regarding pricing and structure this year which has benefited families and simplified the purchasing process. We now offer set prices

for categories of uniform and hold a clearance stall when we have a surplus of stock. We continue to kindly ask families for uniform donations throughout the year so we can offer affordable uniform options and maintain sustainability. Families are conscious that there will be changes to the school uniform and therefore reluctant to buy brand new. Our generous donations allow for all profits to be directly put back into school resources.

We organised a movie night for the students in addition to their annual disco night which the children all loved. It was our first time holding a movie night and although we made some last minute changes (due to inclement weather) from outdoors to indoors it was a huge success.

It was the Mum's turn this year to have some fun. We held a Mum's Lunch at ITL in the middle of year with mums from all the year levels. This gave us the chance to get to know Mum's from other year levels whom we may not have had the chance to otherwise socialise with. It was a huge success with over forty Mum's attending and lots of great memories made. We look forward to holding this event again this year.

Unfortunately the Dad's catch-up wasn't as successful as the Mum's lunch. We struggle to get a decent attendance at the dad's events. We are going to try a different approach in 2024 by getting one of the Dad's to organise it themselves. Fingers crossed we can get the Dad's connecting with their school community this year.

Our big social event for the year was Bogan Bingo. This was not a fundraising event but rather an opportunity for families to catch-up and enjoy an evening together. Unfortunately due to the timing of the event we didn't get the required attendance which resulted in postponement. This has been set for the middle of 2024 and with some early advertising and with it being during the slower months of Winter we hope to make it a night to remember.

As always the Scholastic Book Club helps generate credits towards the purchasing of new books and resources for the library. Eva Wakim has been working hard to expand the library's book collection by using these credits to purchase new books that cater to all age groups – and acknowledges the volunteers who help cover the books so they remain in pristine condition for all to enjoy.

Expenditure for P&F funds has been difficult since the redevelopment of the nature play playground. Given the proposed but not confirmed change to the Seafeld side entrance and redevelopment of adjoining spaces there has been a hold on contributions. As a committee we are keen to help finance an additions to these spaces however we are waiting for planning to be completed. We did however fund a new Nespresso coffee machine for the playgroup as well as a replacement cricket net for the oval and new speaker system which

arrived on the day of and debuted at the school Carols on the Green. We are in the process of replacing the netball rings and have had discussions with Jodie and Vanessa about contributing to teacher resources.

Lucy Sach stood down from her position as President at the end of 2023. We held a farewell dinner for her at our last P&F meeting and gifted her with a voucher and flowers to thank her for all her hard work over the years. Michelle Poole and Rebecca Clark have jointly taken on the role together and look forward to contributing to the St Joseph's School, Kingswood community.

Parents and Friends 2023	
Profit Carried over from 2022	32,600
Entertainment Book	15
Picnic of the Green	459
Kytos	258
Movie on the Green	998
Disco	1,644
Bogan Bingo	(1,760)
Insulated Cups	(1,003)
Carols on the Green	141
Coffee Machine for Playgroup	(258)
Speaker System	(1,736)
Basketball Backs x 2 & Cricket Net	(6,890)
Second Hand Uniforms	9,764
Total Profit to allocate 2023	\$34,232

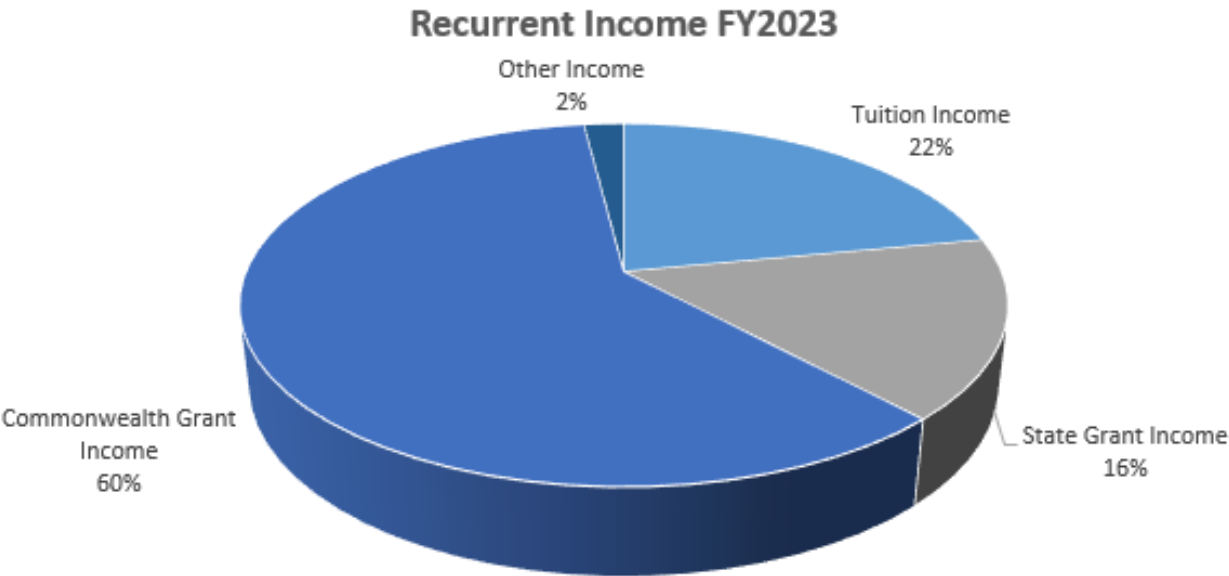
FINANCE REPORT

St Joseph's Kingswood continues to remain in a sound financial position, following another strong financial performance in 2023. School revenue increased to \$4.25m in 2023 (\$4.09m in 2022) primarily through increased enrolment numbers, and in turn, improved State and Federal Grant income. Operating activities generated a cash surplus of \$418k (\$269k in 2022), with the 2023 annual results reflecting an accounting profit (unaudited) of \$270k against a prior year result of \$172k.

Of particular note during 2023 was the strategic investment in capital projects, in particular new Solar Panels for the school. This investment will not only contribute to the long term viability, through reducing operational costs, but also facilitate improved learning opportunities for students through the tangible link to environmentally sustainable approaches to electricity generation and usage on the school campus. More broadly, the schools operating revenue and expense profiles remain in line with recent financial

performance results, and is consistent with both peer school results and industry benchmarking statistics. The largest component of recurrent income continues to relate to Federal and State Grant income (76% of recurrent income in FY 2023 v 74% in FY2022), with Tuition revenue contributing 22% of recurrent income (22% in FY21). Teaching and Administration Salary & Wages remained the most significant operating expense for the year (71% of operating expenditure in FY23 V 72% in FY22), with the ongoing investment in high-quality staff remaining a major focus for the school moving forward.

Through prioritising prudent financial practices, maintaining a healthy cash position and strategically investing in capital projects, St Joseph’s Kingswood is well positioned to capitalise on future opportunities for growth and innovation. The commitment to sound financial management underpins the schools dedication to providing a high quality and engaging educational offering to every student that attends the school, whilst also ensuring its long term health and viability.



- Mark Stansborough

Treasurer

PRINCIPAL’S REPORT

Beginning the year with a new Strategic Plan 2023-2026, provided clear direction for the School Board and leadership. Many goals were achieved through our Annual improvement Plan with some continuing in 2024 through the new Annual Improvement Plan. On

reflection, I would describe 2023 as a year of beginnings with seeds being planted and growth in all areas.

Our Mission Statement is a constant driver in decision making to continue to achieve our mission.

‘We are a Catholic community in the Josephite Tradition, established on Kaurua land which is innovative, collaborative and strives for excellence in education and self.’

I have outlined our goals and achievements for 2024 through the lens of our 4 Strategic Intentions.

EMPOWERED BY FAITH

Goal: Develop the Catholic Identity of the school

Achievements: The leadership team and staff have embedded language associated with our identity. A major achievement has been living our motto: ‘In all things Charity’. The general understanding of charity meaning love, more accurately, kindness. This is actioned in conversations, and decision making to support and act on our Catholic Identity. Language such as using Sports House names and linking the activities in our Tenison Outdoor Education program, to the work of Julian Tennison Woods has brought about a deeper connection to our history and identity.

Goal: To complete the roll out of the New Crossways Curriculum and a range of resources

Achievements: I congratulate the leadership of Christine Farrugia, in working alongside staff to roll out the new Crossways curriculum. We now have an updated Catholic Identity Scope and Sequence and set in place termly planning sessions. With our year level cohorts to ensure continuity. Further, we have linked 3 significant programs to ensure all our students receive the support required for personal health, and wellbeing. These Programs include MITIOG (Made in the Image of God), Child Protection Curriculum (Compulsory), and the Health Curriculum.

EDUCATED FOR ACTION

Goal: To build collective teacher efficacy - a shared belief that working together fosters high student achievement across a school in ways that individuals cannot.

Achievements: Providing staff time to plan curriculum in teams, moderate and assess student work has seen an increase in teacher efficacy across the school. The use of data to inform decision making has been a focus and will continue to drive decisions to enable students to achieve. Throughout the year, agreements in teaching practices were adopted and as such we have begun to develop our whole school agreement to ensure continuity.

Goal: Develop whole school Social Emotional strategy that builds resilience and equips students for the next stage of learning.

Achievements: Professional development in Restorative Practice was provided at the beginning of the year. Leadership and teachers implemented restorative practices. Agreed

practices were introduced including regular Circle Time - to support restorative approaches, integrating the school \Learner Dispositions through teaching, and recognition via school awards. Our school 'Joey' has become very well-known as our students adopt the dispositions to help them thrive. Our 5 dispositions are Bravery, Collaboration, Persistence, Thinker and Resilience. We are looking forward to implementing the Visible Wellbeing Program that we are fortunate to be able to incorporate over the next 18 months due to the Commonwealth Government's once-off Wellbeing Boost of \$15,000.

Goal: To develop a consistent school-wide approach to assessment.

Achievements: In 2023, the new Australian Curriculum was released (Version 9). We were very fortunate that staff at St Joseph's School, Kingswood were keen to move immediately to using the new curriculum, rather than a gradual introduction. Staff saw the benefits, particularly with the link to the Performance Standards for assessment. Staff moved from individualised assessment strategies to using consistent assessment rubrics made available through the introduction of SEQTA, the reporting platform now required by all schools in Catholic Education SA.

Goal: To deliver an active and engaging learning program that extends beyond the classroom

Achievements: 2023 was the first stage of creating an engaging curriculum beyond our walls. Our year 5/6 classes undertook a project for National History Week, by using technology to connect to our wider community. The students made connections with the Mitcham Village and produced their research using VR headsets. These were amazing and the students were inspired. Our ongoing connection has been our years 3 & 4 students connecting with Calvary Nursing home throughout the year. The children and residence thoroughly enjoyed the connections.

ENRICHED THROUGH SUSTAINABILITY

Goal: To increase overall greenspace in the coming 5 years.

Achievements: 10 Year financial plan allows for possible purchase of land. Short term action budgeting in 2024 for redevelopment of the back yard. Introducing the use of space outside the school grounds for senior students.

Goal: Honour student voice in leading environmental sustainability initiatives

Achievements: Initiated Eco Warriors group who made initial starts at reviewing our spaces and rubbish management initiative for 2024.

Goal: Establish a streamlined, sustainable, non-binary uniform

Achievements: Committee was formed across Emmaus cluster of schools. Action plan included surveying the community including parents and students. The results we reviewed. We are finalising the minor changes and reviewing of costs.

Goal: Implement SEQTA reporting

Achievements: New reports were used successfully for the 2 reporting periods of 2023.

Value Added

- 75 new iPad for year 3/4 students.
- Purchase teaching resources with focus on mathematics equipment, particularly classroom resources.
- 4 new branded shade covers for sports days and school events.
- New movable cricket net to provide flexibility with play spaces, soccer goals and basketball backboards.
- Instalment of a large bank of Solar Panels, with the aim to maximise funding by reducing overheads.
- Class set of Ukuleles.
- Active leadership groups – SRC, Eco Warriors and Spirt Team. Each group played an active role in decision making and actions.
- Gifted and Talented Education - Staff professional development in Giftedness, enrichment, and extension. A focus group has been set-up to implement the program including identification and action plans.
- Significant compliance actions and improvements in OSHC and Vacation Care program including increased variety of activities and equipment, improved menu, new booking system and more student agency in decision-making and involvement.

In 2023 our Board members continued to represent the community and have a voice in the strategic direction of the school.

Thank you, Fr John Shanahan, for supporting myself and the school community. I particularly thank Fr John and the parish for working with us, sharing spaces and being inclusive.

Thank you to Mark Stansborough and Shelly Youngs for your support and guidance to ensure we are fiscally prudent and always looking for ways to improve the school. I commend Shelly in her first year as Finance Officer, particularly for her astute insight into our budget reports. Sincere thanks to our Board Chair Victor Cantone and all our Board Members. The school and most importantly the students have gained from the Boards' insight and contributions throughout the year, Mark Stansborough (Finance), Lucy Sach (P&F Rep), Katie Routley, Nick Marwe and Belinda Fox, Michelle Poole and all the staff who contributed as representatives.

I am honoured to lead this community and value the trust that people place in our staff as we work to sustain and build a school where each student can excel in their own way while showing gratitude and connections with others, our community, and our world.

Jodie Higgins

Principal

In all things Charity