



# St Emilie's Board Chairperson's Report

Annual Community Meeting of the School Board 2019

## Welcome

Good evening everyone and welcome to the St Emilie's School Board Annual Community Meeting for 2019.

This Annual Community Meeting is an accountability mechanism to CEWA and to the St Emilie's community. It is also an opportunity for the School Board to report on our work throughout the year and to thank key stakeholders.

For those of you who may not know me, my name is Glenn Rozario and I was fortunate to be elected the Board Chairperson in 2018, having previously held the positions of Secretary and Board member for four years.

The end of 2019 saw me complete my six year term and so it is with a deep sense of pride and gratitude that I now hand the reins of Chairperson over to a new Board member, a position that will be voted on by all Board members at the next meeting.

## Catholic Ethos of the Board

The School Board, in representing our Catholic School Community, works to actively promote and support the Catholic ethos of the School.

A commissioning of Board members is usually conducted at the beginning of each year, at either a Community Mass or Parent Information Evening. Because of the unavoidable rescheduling of the Annual Community Meeting, this year Board members and their positions will be presented to the community via the website in the coming weeks.

## Timing of the Annual Community Meeting

As you may know, the reason that the AGM is being held at this time, rather than in Term 4 last year, is because St Emilie's was in the middle of migrating to a new administration system, which was a major undertaking and the financials were subsequently not available at this time.

The Administration of Schools platform, or AoS, as it is more commonly known, has been specifically developed for CEWA's 162 schools and colleges. Where previously each administrative task required suites of different software to maintain, the AoS now unites these into one central management system, designed to streamline finance, student and school

management data. The AoS rollout is now complete here at St Emilie's and will be deployed to all CEWA primary schools by mid 2020.

Mrs Gillian Norris and Mrs Rachael Visser are to be sincerely congratulated and celebrated for their calm, professional approach to such a major disruption at the busy end of the 2019 school year. Their willingness to embrace the new technology and to engage in ongoing professional learning, amidst running a busy office environment, is what makes them both highly valued and respected members of the St Emilie's team. Thank you Gill and Rachael - your hard work and expertise is very much appreciated.

## CEWA becomes Incorporated

On 29 July 2019, the Most Reverend Donald Sproxton, Auxiliary Bishop of Perth, announced the decision by the Bishops of Western Australia **to incorporate** Catholic education in Western Australia. This change came about as a result of several years of planning to move to a more contemporary governance structure that promotes greater **clarity and transparency**. Bishop Don and the Executive Director Debra Sayce, have both spoken about how this change will positively contribute to the sustainability of Catholic schools well into the future.

The Catholic Education Commission of Western Australia (CECWA) concluded operations on 31 December 2019. In accordance with the requirements of incorporation, and all aspects of school governance are now being reviewed and updated.

The assets and liabilities of all CECWA entities and Diocesan schools were transferred from the Bishops to CEWA Ltd on 1 January 2020. As is currently the case, all land titles continue to remain with Diocesan Bishops and employment contracts for all Diocesan school staff were transferred to CEWA Ltd on 1 January 2020. Parents were notified of the change to CEWA Ltd, prior to the end of 2019.

While School Boards will continue to play an important role in CEWA Ltd in 2020 and beyond, it is expected that **the role** of the School Board and the School Board Constitution, **will be reviewed in 2020**.

The impact of becoming incorporated on the financials for St Emilie's in 2019 will be further discussed in the Treasurer's report.

## Financial Management

The Board has overseen the financial management of the school and worked collaboratively to ensure that the very best decisions possible have been made for our children's education, and for the benefit of our whole school community. On behalf of the School Board, I thank Honorine for her commitment of extra time in meeting with Gillian throughout the year and I thank Gillian

Norris and Tania Thuijs for the hard work, expertise and time they continue to invest in the sound financial management of our school.

## Board Focus in 2019

### PARISH

St Emilie's continues to enjoy a close and positive relationship with the parish. Early in the year Father Giovanni left St Emilie's School Community for Humpty Doo in the Northern Territory and was replaced by Fr. Patricio Carrera Morales as our Assistant Priest. Fr Patricio has since been appointed as Parish Priest of Broome and Fr Victor Manuel Lujano has been appointed as his replacement.

The building of the new **Presbytery and Office** was a big project in 2019 for the parish. St Emilie's spent time at preliminary meetings and also contributed financially to the project by way of the new limestone wall and carpark area near the Pre-Primary. This contribution was a win-win for both School and Parish. The Board seeks to continue supporting the life of the parish well into the years ahead.

### AREAS OF FOCUS IN 2019

#### Asbestos Audit

On the 2nd May a mandatory Asbestos audit was conducted by Coffey, a Tetra Tech company recommended by CEWA to meet changes in legislation. After a comprehensive audit, it was found that there was no asbestos on our site, which was excellent news, both in terms of wellbeing, disruption and finances.

#### Traffic Flow on Amherst Road

The Board has liaised with traffic experts and the Gosnells Council regarding the flow of traffic on Amherst Road for two years now. Unfortunately there are no simple solutions and in the final analysis, it has been decided that the 20 minute disruption each day does not warrant the very expensive alternative of the school self-funding a slip road. We will continue to educate parents and encourage a courteous, patient attitude at drop off and pick up times.

#### New Sign

The Board organised a new sign and installed it on the exit of the Amherst Road carpark in an effort to alleviate congestion. An accompanying letter went out to the community explaining why the sign was needed.

#### In 2019 the Board approved major Capital works including:

- Installation of a shade sails over Year 1 and 2 play equipment
- Carpet replacement and painting in the Year 1 and 2 classroom block
- Purchase and installation of a new projector and speakers (+ moving cabling) in the hall

- The rollout of the new carpark project - adding barriers, removing trees, fixing paving, filling in bitumen and making good the curbing
- Building a new limestone retainer wall and path and contributing to the cost of 20 new car bays outside the PP area
- Purchasing and installing a new PA System and Intercom system throughout school

## **Staffroom Extension**

The Board discussed the possibility of an extension to the staffroom. Unlike when the school was first built, St Emilie's is now a large double stream primary school with over forty staff members. Unfortunately the current staffroom is unable to cater for this many staff anymore.

The Board invited Mr Shaun Mayne, our Finance Consultant from CEWA to come and discuss the possibility of any assistance, by way of a low interest loan. It was explained that due to large capital works going on with new schools, unless the project was directly related to student needs, there was little to no hope of securing any financial assistance. The Board have decided to put this project on hold for 2020-2021, however in the meantime we will begin to draft a Capital Development Plan with Shaun's assistance, to plan an upgrade for the future.

## **Principal Review**

Tania's Principal Review was held in Week 8 Term 3 2019 from Tuesday 10 – 12 September.

The review panel members were:

Eileen Climo (The Director of Teaching and Learning at CEWA)

Laurie Bechelli (Principal, Mary MacKillop Catholic Community Primary School, Ballajura).

This review involved a 360 degree feedback process including parents, staff, students and parish leaders. The feedback that Tania received from all data sources and from panel members, was highly complimentary of both her excellent performance and her commitment to the St Emilie's community across all five domains of her leadership. Congratulations Tania and thank you again for your dedication, expertise and support of parents, staff and students - you have much to feel very proud of.

## **Thank you**

### **P&F**

Many thanks to Mrs Bec Tennant for joining us in 2019 as the P&F Representative on the School Board. Bec reports back to the Board at our meetings highlighting decisions made, events coming up and any matters that the P&F would like Board input on. A huge thank you to families for supporting the P&F by paying your levy and by getting involved in the annual fundraiser.

As we have just heard, the P&F have had another very successful year financially and are to be commended on all their planning and hard work. Money raised is what allows us to provide the quality opportunities and facilities that all children continue to benefit from here in our school and we are very grateful for each family's support.

I would especially like to acknowledge our P&F Chairperson - Rachel Davies, the Secretary - Larissa Shaw, and Treasurer, Nicole Grima, along with other hard working members of the P&F this year - especially Kirsten Devereaux, Tina Wheat and Bec Tennant.

The Family Night, Federal Election stall, School Disco, Parent Wine and Nibbles evening, Quiz Night and Walkathon, were all terrific events that were well organised, enjoyed, and very well supported by many families. Thank you, well done and congratulations!

## **Families**

The Board wishes to acknowledge and thank all our school families for maintaining a positive, cooperative and supportive attitude throughout the year by getting behind teachers and school initiatives and by maintaining the Catholic ethos of our school. Supporting our leaders, staff and P&F is paramount to a successful school experience for our children. Thank you for your support and encouragement of them all throughout the year.

## **Staff**

Staff, you worked tirelessly all last year and we are once again indebted to you for all you do for our children. The Board acknowledges the generosity, time and expertise you each bring to your respective roles and thank you sincerely for representing our school so professionally.

## **Board Members**

A sincere thank you to all Board members for your friendship and expertise over the years. It has been an honour and a pleasure to have worked with you and past members over the years.

## **Our Leadership Team**

We are always reminded at Board meetings that first and foremost, any decision must be in the best interests of all students, and as parents, this is a great 'take home' message.

Stuart, Tania, Maria and Tracy, your expertise, professionalism and genuine care of our children and school is a credit to you and very much appreciated by us all. Thank you for all you do in leading our community. On the community's behalf, I sincerely thank these and all Board members for their support throughout the year - you have all been highly professional and committed people to work with and it has been a pleasure. I wish you all the very best for the years ahead, and thank Tania, Stuart and the Board for your support of me over my time at St Emilie's.

**Glenn Rozario,**  
Board Chairperson

## Board Representation

The St Emilie's School Board is currently seeking **two new Board members** to join our team.

Interested parents, who have a genuine interest in sharing their skills and serving our community, have been invited to join us. We are a friendly, professional and committed team who really care about our school and all those in it.

The criteria for membership of the Board is as follows:

- possession of special skills that will be an asset to the Board
- a deep interest in the welfare of students and staff
- a desire to give service to the Catholic school community
- a keenness to promote Catholic Education and the ethos of the Catholic School.
- an ability to work cooperatively and constructively with all other members of the Board
- a sufficiency of time to devote to Board duties

### Election of Committee Members

At this meeting, it is standard practice to detail the vacancies on the Board for 2020. We are able to report that currently, as mentioned, we have **two new places** available on the Board for this year.

**In 2020**, Honorine Enriquez will assume the **first year of her third term**.

Craig Bishop will assume the **first year of his second term**.

Stewart Sutton will assume the **second year of his third term**.

James Elloy will assume the **second year of his first term**

and Bec Tennant, who was co-opted as P&F representative in 2019, will be nominating herself for her **first year of her first term**.

## Nominations

We now put existing members, Craig Bishop and Honorine Enriquez forward for **re-nomination**.

**By a show of hands, all those in favour of Craig's renomination ...**

**All those in favour of Honorine's renomination ...**

Bec Tennant is nominating for her first term on the Board.

**All those in favour of Bec's nomination ...**

*(Congratulate and thank these members).*

We have received **two additional nominations** prior to this meeting for a position on the Board.

**Mr Michael Andrews** is father to four children, three of whom currently attend St Emilie's. Since joining Treasury in 2007, Michael has worked in senior positions, representing Treasury on a series of cross-agency committees and working groups that oversee Government reforms and major projects. Michael and his team are responsible for managing the provision of advice on the efficiency and effectiveness of service delivery in key State Government agencies.

**Michael is now invited to share a few words** about why he would like to join us.  
By a show of hands, all those in favour of Michael's nomination ...

Nicole Grima has also nominated herself to come onto the Board in 2020.

My name is Nicole Grima and I am nominating for the St Emilie's School Board.  
**Nicole is now invited to share a few words** about why she would like to join us.

*I feel I would be an asset to the Board because as a teacher, I have a background in Education and a working knowledge of what makes a good school and the many challenges that schools face. I have also served as the P&F Treasurer for the last three years and have learnt much that I believe may also hold me in good stead.*

*I have been an active part of school parishes over the years. As well as class masses, I have co-ordinated and overseen Sacramental programs and masses, liaised with parish members and guided children through the Sacramental process.*

*I have always felt it my responsibility and privilege to give back to school communities that work so tirelessly to provide my children with a quality education.*

*As well as one child in high school, I have two children at St Emilie's, in year one and five, and have always thoroughly enjoyed being involved with the St Emilie's school community.  
Thank you.*

**By a show of hands, all those in favour of Nicole's nomination ...**

*(Congratulate and thank these new members).*

**MEETING CLOSE**