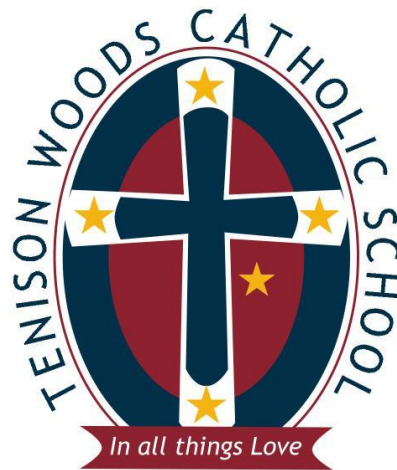


# TENISON WOODS CATHOLIC PRIMARY SCHOOL



## ANNUAL GENERAL MEETING FOR YEAR 2016 22<sup>nd</sup> MARCH 2017



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22<sup>nd</sup> March 2017

<b>1. Welcome &amp; Gathering – Lisa Carna-Perre</b>
<b>2. Opening Prayer/Reflection – Marcia Burgess</b>
<b>3. Present (As per attendance sheet)/Apologies</b>
<b>4. Confirmation of previous minutes (23<sup>rd</sup> March 2016)</b>
<b>5. Nominations</b>
<b>6. Introduce New Board</b>
<b>7. Tabled Reports</b> <ul style="list-style-type: none"><li>➤ Parish</li><li>➤ Chairperson</li><li>➤ Principal</li><li>➤ Finance – passing of Draft Budget for 2017</li><li>➤ Staff</li><li>➤ Parents and Friends</li><li>➤ WHS</li></ul>
<b>8. Close Meeting</b>



Tenison Woods Catholic Primary School AGM Minutes for year 2015  
23<sup>rd</sup> March 2016

Part 1 – Welcome & Gathering	
<b>Meeting Start Time:</b>	6.20pm
<b>Present:</b>	Lisa Carna-Perre, Peter Young, Bianca Ayres, Ian Gardiner, Fr Joseph Lee, Kirsty Miller, Jackie Stepien-Hulleman, Theo Tsaconas, Tom Atyeo, Mark Battistella, Paula Freer, Jenni Carberry, Michael McGillick, Marcia Burgess.
<b>Apologies:</b>	Nil
<b>Minutes:</b>	Anna Pivato
<b>Welcome:</b>	Lisa Carna-Perre
<b>Opening Prayer:</b>	Marcia Burgess
<b>Confirmation of Previous AGM Minutes:</b>	25 <sup>th</sup> February 2015 It was <b>MOVED</b> by Jenni C, 2 <sup>nd</sup> Bianca A. that the Minutes represent a true and correct depiction of the previous meeting.

Part 2 - Voting of Nominees and Introduce New Board	
4 positions with 3 nominations:	
<b>Nominees</b>	Jackie Stepien-Hulleman 2 <sup>nd</sup> by Michael M Jenni Carberry 2 <sup>nd</sup> by Tom A Karen Williams 2 <sup>nd</sup> by Lisa C.P. All 3 nominations accepted by Fr Joseph Lee
New Tenison Woods School Board members for 2016 are:	
<ul style="list-style-type: none"> <li>➤ Fr Joseph Lee</li> <li>➤ Mark Battistella</li> <li>➤ Tom Atyeo</li> <li>➤ Jenni Carberry</li> <li>➤ Jackie Stepien-Hulleman</li> <li>➤ Michael McGillick</li> <li>➤ Lisa Carna-Perre</li> <li>➤ Karen Williams</li> <li>➤ Ian Gardiner</li> <li>➤ Bianca Ayres</li> </ul>	
Fr Joseph Lee announced new Board Members.	

Part 4 - Tabled Reports attached	
<b>Parish Report:</b> Fr Joseph Lee	
Report Tabled	
<ul style="list-style-type: none"> <li>➤ 200 years of founder of the Salesians of Don Bosco; St John Bosco</li> <li>➤ Work of Parish Priest is supported by the Salesian Priests.</li> <li>➤ Parish Pastoral Council with Eva Cooper and John Mahoney as chairpersons and John Mahoney chairperson of Parish Finance Council.</li> <li>➤ APRIM – Marcia Burgess (Tenison Woods) and REC – Catherine Birchmore (St John Bosco) work closely with Parish, especially with the Sacramental program.</li> <li>➤ 8.30am Mass on Sunday.</li> <li>➤ Lease agreement with Kindy at Brooklyn Park continues.</li> </ul>	



Tenison Woods Catholic Primary School AGM Minutes for year 2015  
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- Senior Parish Lunch continues.
- Collaboration St John Bosco and Tenison Woods school staff.
- Sacramental program in 2016; Marcia running First Eucharist and Confirmation.
- Welcomed all families to the school and encourage families to attend Sunday Mass.

Report was **MOVED** by Tom A. 2<sup>nd</sup> Jackie S.P. to accept this Report.....**CARRIED**

**Chairperson Report:** Lisa Cama-Perre

Report Tabled

- Formally recognise members of Board and finance members.
- Thanked Tom for being staff representative in first year at Tenison Woods.
- Mark has performed exceptional work with staff and students.
- Thanked teachers and ESO's for dedication to the school.
- P & F committee began 2015; raised over \$9800.00. Lisa thanked Bianca for all her dedicated efforts as chair person.
- Thank you to Paula and Jenni for dedication to school finances.
- Thanked Fr Joseph Lee for commitment to School Board and also Ian Gardiner
- Great fundraising efforts for outside organisations e.g. Loud Shirt Day.
- 'Tournament of the Minds'; thank you to Sophie and Marcia.
- Thank you to Marcia for dedication to her work of sacraments with the students.
- Biannual performance; always a wonderful production.

It was **MOVED** by Ian G. 2<sup>nd</sup> Jenni C. to accept this Report.....**CARRIED**

**Principal Report:** Mark Battistella.

Report Tabled

- Capital works; Working bee in February, outstanding effort from community
- Strategic planning; 3 key goals
- Catholic Identity and staff formation; 1<sup>st</sup> overnight retreat.
- Strategic for leading Catholic education in excellence; promotion of the school; CEO marketing team were engaged, new signage; transition pathways from year 7 to year 8. Nazareth College has offered for Tenison Woods to promote their school as a primary feeder for our students.
- Evidence of growth 25 new receptions this year.
- Growth in numeracy aligned to professional work.
- Mark Treadwell project; Growth mindset
- Learning tree; Inspiring Excellence
- Thanked Jill Kehoe for dedicated work.
- Special needs increase; sensory suite was established.
- Early intervention programs; Mini lit, Multi lit
- Ukulele introduced as well as music instrumental tuition
- Homework policy and outdoor education policy launched
- Increase of school fees this year; any child with financial difficulty will be supported to attend camp.
- Building Development; thank you to Paula who coordinated over January school holidays.



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- Thank you to school board members for their support.
- Thank you to P & F, especially Bianca who has driven the team.
- Acknowledgement of exiting board members; thanked Theo Tsaconas and Jane Gartner.

It was **MOVED** by Michael M. 2<sup>nd</sup> Theo T. to accept this Report.....**CARRIED**

**Finance Report:** Jenni Carberry

Report Tabled

- 2015 slight deficit budget was forecasted but a surplus of \$69,612.00 was achieved attributed to additional government funding received in December.
- Reduction of borrowing rate, saving of just under \$7000.00 of interest annually; debt now \$230,000.00.
- Highlight is the control of our debtors due to flexible payment arrangements and Paula's management. Family names are not discussed at meetings, each case is discussed anonymously.
- IT upgrades in 2015.
- 6/7 room upgrade and staffroom renovation were funded with own savings.
- Building levy introduced, substantial increase to school fees for 2016. Strong recommendation from CEO for introduction of building levy. This will help with loan repayments.
- Thanked committee and Lisa for contribution.

Deficit Budget for 2016 of **\$65,583.00** was presented at the AGM **MOVED** Theo T and 2<sup>nd</sup> Jackie S.P. to accept this budget.....**CARRIED**

It was **MOVED** by Ian G. 2<sup>nd</sup> Michael M. to accept this Report.....**CARRIED**

**Staff Report:** all staff

Report tabled by Tom A

- Jenni thanked Tom for being sports coordinator in his first year at Tenison Woods.
- Tom thanked parent support in coaching and managing.

It was **MOVED** by Bianca A. 2<sup>nd</sup> Jenni C. to accept this Report.....**CARRIED**

**P & F Report:** Bianca

- 3 executive members are Bianca Ayres, Karen Williams and Louise Holton
- Fundraisers: Bunnings BBQ's – both stalls were major fundraisers for the year, Kytons, Beachhouse Lock in.
- Sports day, great community event.
- Introducing more special lunches in 2016.
- \$9800.00 money raised; \$15,000.00 closing bank balance.
- Fundraising to go towards new outdoor decking.
- Thanked school community for support.

It was **MOVED** by Marcia B. 2<sup>nd</sup> Tom A. to accept this Report.....**CARRIED**



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**WHS: Linda**

Tabled Mark

- Mark thanked Linda for great work.

It was **MOVED** by Jackie S.P. and 2<sup>nd</sup> Theo T. to accept this Report.....**CARRIED**

**Part 4 - Conclusion**

<b>Date of next meeting:</b>	TBC
<b>Meeting Closed:</b>	7.15 pm

**Chairperson's Signature that Minutes have been tabled**

<b>Chairperson:</b>	
<b>Signature:</b>	

## **Chair Person Report – Lisa Carna-Perre**

Good Evening, I would like to formally welcome you all to 2016 Tenison Woods Catholic School Annual General Meeting. I am Lisa Carna-Perre the Chairperson of the Board and it has been a pleasure undertaking this role for 2016.

2016 was a positive year for Tension Woods Catholic School; this would not have been possible without the support and dedication of our School Board. The School Board along with the Finance Committee and Parents & Friends Committee have worked tirelessly throughout the year. I am very fortunate to work with a dedicated group of individuals who provide an invaluable contribution to the school community. This year we welcomed Karen Bilney to the School Board. I would like to formally recognise and thank the following members for their ongoing commitment and contribution, from our President Father Joseph Lee to Jenni Carberry, Jackie Stepien- Hullemann, Michael McGillick, Ian Gardiner, Bianca Ayres & Karen Bilney along with our dedicated staff Mark Battistella, Anna Pivato and Tom Atyeo, our staff representative. I must make a special mention to Anna Pivato the Board Secretary; Anna always ensures our meetings run smoothly. I am very grateful for your dedication and support to the School Board, your wonderful ability to wear many caps at the same time, ensure that everything runs so efficiently, you are a true asset to our school community.

I would like to formally thank the Parent and Friends committee lead by Bianca Ayres who have once again surpassed all expectation with fundraising this year. They achieved many goals one in particular was the shade sail on Brooker Terrace not only does this make the school ascetically more pleasing it is invaluable for our young receptions students who are now able to use this wonderful learning space.

I would also like to acknowledge our School Bursar Paula Freer. Paula is a member of the Finance Committee along with myself, Mark Battistella, Jenni Carberry and Jayshween Kumar. Paula is a wealth of knowledge and always acts in a very professional manner. Paula provides the Finance Committee with reports and information so that we are able to make important decisions on behalf of our wonderful school community. Paula not only controls our debtors but also ensures that budgets are achieved. This was imperative with the transformations of our classrooms.

I would also like to acknowledge the wonderful work of our Finance Chairperson, Jenni Carberry. Jenni's dedication to the role she has undertaken is remarkable, her sound knowledge and her guidance is an invaluable asset to our School Board. I would also like to acknowledge Jenni's position as Deputy Chairperson of the school board.

2016 was an exciting year as our classrooms were transformed to suit the school's vision for an emerging pedagogy. We also saw the introduction of the much-anticipated Mac Book Air (Years 3 – 7) and I pad Mini (Years R-2) which were distributed in Term 3. This is something the school community as a whole should be very proud of; each student now has their own device.

This year saw the introduction of our school camps. The camps were wide, varied, and ranged from Receptions camping out on school grounds complete with a campfire, to a Zoo snooze for the Year 2/3 classes, Year 4/5 classes attended Douglas Scrub and our senior students headed for Hindmarsh Island. Although camps were not compulsory they were highly encouraged and they were an added expense for families, but few could deny that this was a tremendous experience for all students who attended, many students building their self-esteem and sharing the experience of camp life with their peers was invaluable.

A new Vision statement was delivered by Mark Battistella and the Tenison Woods Staff and was approved by the board. This vision statement is a true reflection of what the Tenison Woods community is truly about;



***“Tenison Woods Catholic School is a faith filled community with a commitment to Inspire, Innovate and Excel”.***

We had many highlights in the 2016 school year; we welcomed Kim Martin to our staff, Marcia and Tom lead the school in Positive Education with many students referring to Bucket filling. Tenison Woods along with St Aloysius parish were fortunate to be chosen to celebrate a special liturgy for the 50<sup>Th</sup> anniversary of Project Compassion. Students and Staff from Tenison Woods along with the greater community came to celebrate this amazing milestone.

It would be remiss of me to not thank Mark Battistella our wonderful school Principal. Mark’s remarkable leadership skills continue to drive our dedicated staff and ESO’s, to strive for the very best in education for our children. We are truly blessed to have such a dedicated passionate group of Leaders, Teachers and ESO’s.

I would also like to acknowledge and thank the wonderful Jill Kehoe. Jill sadly has decided to retire at the end of 2016. I would firstly like to congratulate Jill on her remarkable career and would like to thank her especially for her dedication, and caring nature and her ability to connect with our children. Jill was a valued member of the leadership team and was loved by students and parents alike. Thank you Jill, Tenison woods Catholic School has been truly blessed and enriched by your presence, we wish you well in your retirement.

We were delighted to welcome Helen O’Brien who made a special visit to Tenison Woods Catholic School, much to the delight of our students and staff. Ms O’Brien was taken on a tour of our wonderful community by our SRC’s and it was wonderful to hear glowing and positive reports back from our Director.

2016 also saw Sports Day held at Santos Stadium, this enabled our children to experience the real dynamics of an athletics stadium. There was a definite buzz of excitement from the students and all involved had a fantastic day. We had many special events held during the school year which included Tournament of Minds, Swimming, Athletics and Netball Carnival, Cross Country, Book week Parade, Carnivale Parade, Caritas Carnival, Tensions Got Talent, and our Social Justice Group lead by the wonderful Marcia Burgess who continues to involve our senior students in making soup for the under privileged and the most vulnerable in our community during the winter months.

These events could not be held without the behind the scenes work of the Staff, many hours of organising goes into planning these wonderful events. A special mention must also go to Sarah for taking on the role as PE teacher, for 2016 thank you Sarah the children relished in your enthusiasm.

Our very first Carols concert, which was an overwhelming success, was a wonderful way to conclude our school year. The evening show cased our remarkable student’s talents. The school community came out in earnest and a wonderful evening was had by all yet again, this would not have been possible without the planning and dedication of our remarkable staff.

2016 saw an end of an era for my eldest child. She completed her journey at Tension Woods Catholic School. She began this as an extremely timid 5 year old and graduated a mature, confident young lady who continues to use her growth mindset and all the values that were taught to her at Tenison Woods Catholic School. As a parent I could not be prouder of the person she has become and I thank the Tenison Woods Staff and community for this. Olivia embraced all that this wonderful school community had to offer. As a parent I could not be happier with the journey that we have undertaken at this dynamic school, and would do it all again in a heartbeat.

Lisa Carna-Perre  
Chairperson School Board

## Principal Report – Mark Battistella

2016 was another significant year at Tenison Woods Catholic School. I will highlight the key achievements in no particular order below.

The finance committee has worked diligently throughout 2016 to ensure that the school had the appropriate financial resources to continue to meet its strategic goals. I wish to thank the Finance Committee, including Paula Freer our school Bursar, for their foresight and commitment to ensuring that Tenison Woods continues to remain a vibrant Catholic community with excellent facilities and quality teaching and learning programs. We have advanced the school facilities significantly and brought the campus to a contemporary level, commensurate to the advances that we have made to the teaching and learning pedagogy across the school.

- ❖ The launch of our school's new **vision statement, Tenison Woods Catholic School is a faith filled community with a commitment to Inspire, Innovate and Excel.**
  - Our **learning statement** as depicted on the tree that you see displayed around the school and captured on our school signage is, **“Inspiring Excellence”**. You can see that these two statements are strongly linked and form the basis of our current work and future work
- ❖ Our continuation to work with internationally acclaimed educational consultant **Mark Treadwell**. Mark has been the catalyst for our school to shift its pedagogical approaches from teacher centred to student centred; 2017 concludes our three-year commitment to work with Mark with a small cluster of local catholic schools
- ❖ Equipping all classrooms with **flexible, collaborative learning furniture**, including a variety of soft furnishings to ensure a collaborative setting which matches the teaching and learning approach embraced by the teaching staff
- ❖ Implementation of a **1:1 digital device program** (particularly from year 2-7 inclusive); the Apple devices enable the students to meet the requirements of the Australian curriculum, they also provide the students with high levels of agency over their work and enable them to produce assignments in a variety of modalities which were previously unachievable
- ❖ The construction of a **new bike/scooter shelter** and new compost and worm farm area. This project was funded through two government grants and was initiated due to the large number of students who ride and scooter to school
- ❖ **New sign on Brooker Terrace**- A new sign was installed in place of the existing sign on Brooker Terrace. As you may or may not know, we had plans for a much larger sign and submitted these plans to council last year; however, it was rejected as it breached the residential code associated with signs. This sign was actually past by the board in late 2013 prior to my arrival, but due to extenuating circumstances it has taken an exorbitant amount of time to deliver this
- ❖ The continued development of the **sensory suite** (equipment) and additional staff training with an Occupational Therapist
- ❖ The development of the **staff room** (removal of the dividing wall), including the installation of new cabinetry and technology so that professional learning can now take place in this space
- ❖ The re-development of the **transportable classrooms** (removal of the dividing wall) to create an open plan classroom for our senior students

- This has included acoustic works so as to reduce the bouncing noise from these classrooms which contain no insulation
  - Cladding to the exterior
  - Paving the area in front of the classroom and supplying bench seating for the students
- ❖ **Outdoor Education Policy** – this policy was introduced in 2015 and subsequently reviewed in 2016. As a result, we amended the policy so that students will participate in 3 camps in their time at TWCS. One in years R-2, one in years 3-5 and Canberra in year 6/7
  - ❖ New **curved cabinetry** in the Beehive to store the library books on the curved walls; this has opened up this space as it was originally intended (to be a flexible learning space). We have used this space recently for assemblies, parent workshops, student learning etc.
  - ❖ The construction/implementation of a **deck** and shade structure on Brooker Terrace; this space was designed and intended to allow students the opportunity to work outdoors, which is also aligned to the pedagogical principles aligned to the Reggio Emilia approach to early years learning
  - ❖ Our first **sports day** at Santos Stadium; designed to provide the children with an opportunity to experience an authentic athletic experience in a challenging yet rewarding environment
  - ❖ The school's first **Carols night**; a night on the green/lawn. This will become a biannual event on the school calendar
  - ❖ Implementation of a **school data base**; this data base now stores all student achievement data (NAPLAN/ ACER-pat test results, reading running records, reports and any other diagnostic results, student exemplars etc.). This will allow us to track individual students easily and to measure growth and performance, it is also a vehicle to produce graphics for parent /teacher discussions
  - ❖ **Principal Tours** were initiated in 2016 and have had an excellent net result for the school with regards to new enrolments. We held three in 2016 and are scheduling 1 per term in 2017 given the success of these in 2016
  - ❖ **Web site re-development**- whilst this has taken an eternity to bring to life, the background work was taking place all year with Anna and the CEO; this process also included a photo shoot, featuring several parents and children. The new web site will be launched early 2017 once the Catholic Education Office IT team has completed their final component
  - ❖ **Uniform overhaul** – we surveyed the school community to ascertain information and feedback pertaining to our current school uniform. The survey foci were on the quality of our existing garments and to initiate the possibility of introducing some new garments to complement the existing uniform. Following this survey, we issued an invitation to assemble a Uniform Committee to assess the survey results and to make recommendations or adjustments as a result of the information gleaned.
    - We made several adjustments to our school uniform as a result of this process. Additionally, we changed suppliers, this resulted in changes to some garments, additional garments and cost savings
  - ❖ **New sign in App!** This new sign in process utilising an iPad is being tested at the moment and although we could launch it now, we are going to wait until 2017 to commence using this digital process

- ❖ At the conclusion of 2016 we facilitated a wide spread perception **survey** to the students, staff and parents. The results arrived early in 2017 and will be used to provide direction for the next strategic planning exercise early 2018. In the meantime, the results have allowed our school to re-contextualise various elements of the school that require doing so based on this feedback

**Community** – the strength of community at Tenison Woods is vital to the ongoing success and viability of the school. During 2016 we facilitated several events designed to bring community together, these included:

- Carnevale /Shrove Tuesday
- Sports Day
- Caritas Carnival
- M & M (Mary Mackillop) Day
- Carols night
- Hosted a work shop with Bill Hansberry

### **Staffing 2017**

- ❖ We had three staff who have applied for extended parenting leave for 2017 as per the Enterprise Agreement 2013; this includes Gabrielle Barendregt (ESO), Courtney Quigley and Lauren Wilkinson. I have written these members of staff approving this leave for 2017. They are all due to re-commence their roles in 2018.
- ❖ In 2017 we are re-structuring our specialist lessons at TWCS; thus, we are going to have two 45 minute lessons for Physical Education and 1 hour of Italian. Additionally, we will maintain a semester approach with drama and music with specialist staff teaching these curriculum areas. Sarah did a terrific job teaching PE in 2016 and I thank her for taking this position up in 2016. I have appointed Beth Kieboom as the specialist PE teacher for 2017.
- ❖ Jill Kehoe resigned her permanent position at TWCS. Jill has been instrumental in our school evolving in the teaching and learning space. She has been the main facilitator of our pedagogical advancements and has managed the development of curriculum. I feel as though we are indebted to Jill for her incredible work and I wish to thank her formally in this context as a result. I have managed to convince Jill to work with us on a contract basis for 2017 for 1 day per week.

I wish to **thank the staff** for their professionalism, on-going commitment to the children in their care and to the wider school community. Teaching is not an easy job! The role has become increasingly more complex over the past decade and we are teaching young learners today who have significantly different skills and dispositions to previous generations. Our staff work diligently to design quality learning programs to meet the unique demands of these young people.

**The School Board-** I also extend my sincere thanks to the Board members who volunteer their time to oversee the school's financial structures and policies through a lens of stewardship. I would particularly like to thank both Lisa Carne- Perre and Michael McGillick for completing their recent tenures.

**Parents & Friends-** I would like to take this opportunity to thank the incredible efforts of the P&F committee. This group is still 'young' in terms of years of experience; however, they are hardworking and committed to developing the school community. They continue to astonish with how much money they have raised to date and continue to try to reinvent activities/functions to meet the needs of the community. I wish to acknowledge and thank Bianca Ayres for her time as Chairperson over the past two years; Bianca is stepping down from this position in 2017. I wish to also thank Karen Williams, who likewise is stepping down from her role over the past two years as Treasurer.

### **Leadership structure 2017**

I have restructured the leadership team for 2017 and after an application process, we have appointed the following staff to POR (Positions of Responsibility) positions with a tenure of 2 years; we are naming these positions, Leaders of Learning. They include:

1. Sophie Smith
2. Tom Atyeo
3. Gina Margush
4. Paula Burns

### **Class structure 2017**

In 2017, the classes will comprise of the following structure:

1. Reception – Kelly Stevens
2. Year 1 – Gina Margush
3. Year 2/3 – Sarah Byrne
4. Year 3/4 – Sophie Smith
5. Year 5/6 – Tom Atyeo
6. Year 6/7 – Paula Burns/Beth Kieboom

Regards,  
Mark Battistella  
Principal

## **Finance Report – Jenni Carberry**

Good evening everyone, thank you for attending tonight's annual general meeting. My name is Jenni Carberry, Chairperson of the Finance Committee and I will be presenting the 2016 financial report for TWCS.

The Finance Committee reports to the School Board and jointly they are responsible for the setting of school fees, approval of the school budget and signing off on the annual financial statements at the end of the school year. In 2016 the Committee consisted of Mark Battistella - Principal, Jaysween Kumar – co-opted parent, Paula Freer - Bursar, Lisa Carne-Perre – Chairperson of the School Board and me as Chairperson of the School Finance Committee and parent.

As part of the accountability process, auditing of the school finances occurs in January/February for the prior year. Financial reports are then forwarded to the Catholic Education Office, who has responsibility for reporting on the expenditure of Government funding.

### **Cash Flow 2016**

The net cash flow movement for 2016 resulted in a surplus of \$75,177.64. This was attributed to additional Government funding, above what the Catholic Education advised in the March 2016 Funding Forecast.

Recurrent income and expenditure are the core element in the day to day of running the school. In summary;

Recurrent income for 2016 totalled \$2,245,663. These monies were received from the following areas:

- 70% Commonwealth & State Grants
- 28% school fees and miscellaneous income
- 1% Catholic Education Office for salary reimbursements such as paid parenting leave, staff allowances and long service leave.
- 1% donations, interest and sundry income.

Recurrent expenditure for 2016 totalled \$2,026,034. These monies were expended as follows:

- 58% staff teaching salaries, including superannuation and workcover
- 13% education support officers and administration salaries, including superannuation
- 12% direct teaching equipment and faculty expenditure including computer lease and administration
- 6% utilities, maintenance contractors, grounds etc.
- 7% administrative costs eg. Bank & audit fees, general office insurance, Camp Australia –OHSC
- 4% CEO levies

### **Debtors**

At the end of 2016 our outstanding debtors balance was \$31,916.21. Details as follows:

- \$13033.46 Past family debts
- \$33606.21 Current family debts
- \$14723.46cr Current families with credit balance

Every outstanding account has been addressed and collections for all accounts are in place - this will take time and constant monitoring.

A big thank you to all families who commit to paying their school fees every year as per the guidelines in our fees policy. We hope that the flexible payment arrangements offered by the school make fee payment as easy as possible for our families.

I would also like to acknowledge the tireless effort of our Bursar Paula Freer in her continuous effort in keeping the schools debtors manageable. Chasing people for money is not a pleasant job and she does it with great compassion and respect.

## Capital Works

Capital spending for 2016 amounted to \$116,151.00 please refer to the attached sheet for breakdown. This was funded in part from capital reserves along with donations from the Parents & Friends and independent Government grants.

## Borrowing

The outstanding balance on the only borrowing for capital development was \$210,311(original \$250,000) at the end of December 2016. The borrowing is to be paid in full by the end of 2023. The building levy will continue to assist with the repayment of this loan.

## 2017 Budget

The Finance Committee have reviewed the proposed 2017 budget – included in the AGM booklet - and have approved a deficit budget of \$85,033. This amount will be supported by cash reserves with no further borrowings required. The budget is based on funding advice received from the Catholic Education Office and the 2016 budget. I now wish to put forward the 2017 budget for approval.

On behalf of the Finance Committee I would like to thank those who have contributed to the management of finances throughout 2016. A special mention must be made to our Bursar Paula Freer for providing the committee with the timely relevant information required to make decisions.

Our school is made up of various ethnic and religious cultures – each bringing a particular richness to our community. Your assistance as parents in contributing to the richness and diversity of our school culture is appreciated and valued.

Thank you for your contribution to the school and your continued financial support.

## CAPITAL SPENDING 2016 - to 31 December 2016

Fixed Equipment and Improvements <\$1,000			
Sub Total			\$ -
Account 2940-02-00			\$ -
Variance			\$ -
Fixed Equipment and Improvements			
27/01/2016	United Concrete Works	Steps Transportable	\$ 909.09
23/02/2016	G J Smith	Balance of Transportable/Staff Room improvments	\$ 8,595.00
29/03/2016	Signs By Knight	Logo on Beehive	\$ 765.00
31/08/2016	B.A. Reeve	Deck along Brooker Terrace	\$ 25,518.18
31/08/2016	Signs By Knight	New School sign on Brooker Tce/Bickford St	\$ 2,850.00
31/08/2016	P&L Young Pty Ltd	4 Skillon Roof Shelters - Redin St	\$ 5,318.18
12/09/2016	Hughes & Hill Fabrication	Hand Rail on Transportable	\$ 1,150.00
15/09/2016	Shadeform Sail	Shadesail over decking - Brooker Tce	\$ 15,784.55
1/12/2016	Discount Furniture	Acoustic Fabric in Transportable	\$ 5,300.00
20/12/2016	G J Smith	Transportable cladding	\$ 6,218.00
Sub Total			\$ 72,408.00
Account 5110-00-00			\$ 72,408.00
Account 5800-00-00 (WIP)			\$ -
Variance			\$ -
<b>Total Fixed Equipment and Improvements</b>			<b>\$ 72,408.00</b>

<b>Furniture and Equipment &lt;\$1000</b>			
28/01/2016	Maprak	Whiteboard for Staffroom	\$ 850.00
28/01/2016	Pivatos Upholstery	Chairs for staffroom	\$ 36.36
18/03/2016	Maprak	Magnetic glassboard for staffroom	\$ 387.00
14/04/2016	Keen Furniture	Principal's furniture	\$ 390.00
28/06/2016	The Good Guys	Parish Kitchen stove, ovens & microwave	\$ 590.91
<b>Sub Total</b>			<b>\$ 2,254.27</b>
<b>Account 2940-03-00</b>			<b>\$ 2,254.27</b>
<b>Variance</b>			<b>\$ -</b>
<b>Furniture and Equipment</b>			
25/01/2016	Keen Education Furniture	Classroom Furniture	\$ 16,544.00
12/01/2016	Pivatos Upholstery	Re-upholster staff chairs	\$ 1,495.00
31/01/2016	Pivatos Upholstery	2 flower ottomans	\$ 1,636.36
25/02/2016	The Good Guys	Staffroom television	\$ 1,222.73
16/03/2016	Pivatos Upholstery	Ottomans - classrooms	\$ 2,850.00
31/08/2016	Leda Premier Security Products	Scooter Racks	\$ 640.00
31/08/2016	Keen Education Furniture	Principals desk & meeting table	\$ 1,027.00
31/08/2016	Appliance Testing Supplies	Tag & Testing Machine	\$ 1,431.68
31/08/2016	Woods Furniture Pty Ltd	Lacus Tub, Connundrum Table & Hokki stool	\$ 2,398.00
31/08/2016	Felton Industries Pty Ltd	3 Aluminium Park Settings	\$ 2,874.00
31/08/2016	Maprak	Library Shelving	\$ 8,030.00
7/08/2016	Cora Bick Rack	2 Bike Racks under Shelter - Redin St	\$ 2,450.00
12/12/2016	Maprak	Bookcase in Library	\$ 1,144.00
<b>Sub Total</b>			<b>\$ 43,742.77</b>
<b>Account 5110-00-00</b>			<b>\$ 42,598.77</b>
<b>Account 5800-00-00 (WIP)</b>			<b>\$ 1,144.00</b>
<b>Variance</b>			<b>-\$ 0.00</b>
<b>Total Furniture and Equipment</b>			<b>\$ 45,997.04</b>

<b>Computer Equipment &lt;\$1000</b>			
2/03/2016	Harvey Norman	Apple TV	\$ 84.53
21/09/2016	Officeworks	Speaker & adapter - Italian Room	\$ 308.07
<b>Sub Total</b>			<b>\$ 392.60</b>
<b>Account 2940-04-00</b>			<b>\$ 392.60</b>
<b>Variance</b>			<b>\$ -</b>
<b>Computer Equipment</b>			
<b>Sub Total</b>			<b>\$ -</b>
<b>Account 5220-00-00</b>			<b>\$ -</b>
<b>Variance</b>			<b>\$ -</b>
<b>Total Computer Equipment</b>			<b>\$ 392.60</b>

<b>Total as per spreadsheet</b>			<b>\$ 118,797.64</b>
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<b>BREAKDOWN OF CAPITAL SPENDING 2016</b>	
RECURRENT SPENDING	\$ 2,646.87
NON CURRENT ASSETS	\$ 116,150.77
TOTAL SPENDING	\$ 118,797.64
Less	
2015 PROJECTS PAID IN 2016	\$ 37,832.18
WAY TO GO GRANT	\$ 4,707.91
WEST TORRENSVILLE - WORM FARM	\$ 955.00
P&F DONATION	\$ 14,874.00
<b>NET SCHOOL CAPITAL EXPENSES FOR 2016</b>	<b>\$ 60,428.55</b>
BUDGET ALLOCATION FOR 2016	\$ 24,700.00
<b>OVERSPEND FOR CAPITAL 2016</b>	<b>\$ 35,728.55</b>



Account	Description	Balance
<b>ASSETS</b>		
<u>Current Assets</u>		
6001-00-00	PETTY CASH	\$500.00
6020-00-00	CASH FLOAT	\$60.00
6100-01-00	S2 ACCOUNT	\$508,586.11
6200-00-00	SUNDRY DEBTORS	\$23,146.07
6205-02-00	GST RECEIVABLE CLEARING AO	\$0.46
6205-10-00	CAPITAL ACQUISITIONS CONTROL	\$0.16
6205-11-00	CAPITAL ACQUISITIONS CLEARING	(\$0.16)
6205-14-00	OTHER ACQUISITIONS CONTROL	(\$0.01)
6205-15-00	OTHER ACQUISITIONS CLEARING	\$0.01
6205-18-00	ACQUISITIONS CONTROL	(\$0.39)
6205-19-00	ACQUISITIONS CLEARING	\$0.39
6205-22-00	ACQUISITIONS WITH NO GST CONTROL	(\$0.05)
6205-23-00	ACQUISITIONS WITH NO GST CLEARING	\$0.05
6290-00-00	PREPAYMENTS	\$18,746.74
6300-03-00	INVENTORIES - CLOTHING	\$21,116.73
6410-00-00	LSL RECEIVABLE	\$279,251.00
	<b>Total For Current Assets</b>	<b>\$851,407.11</b>
<u>Non Current Assets</u>		
5001-00-00	FREEHOLD LAND AT VALUATION	\$60,000.00
5100-00-00	BUILDINGS AT COST	\$3,220,049.05
5109-00-00	ACCUM. DEPRECIATION - BUILDINGS	(\$800,210.97)
5110-00-00	FIXED EQUIPMENT & IMPROVEMENTS	\$674,800.40
5119-00-00	ACCUMULATED DEPRECIATION - IOSP	(\$335,565.07)
5200-00-00	FURNITURE & EQUIPMENT	\$215,485.76
5209-00-00	ACCUM. DEPRECIATION - FURN & EQUIP	(\$134,991.31)
5220-00-00	COMPUTER EQUIPMENT	\$154,161.28
5229-00-00	ACCUM. DEPRECIATION - COMPUTERS	(\$144,141.56)
5800-00-00	WIP	\$1,144.00
	<b>Total For Non Current Assets</b>	<b>\$2,910,731.58</b>
	<b>Total For Assets</b>	<b>\$3,762,138.69</b>
<b>LIABILITIES AND EQUITY</b>		
<u>Current Liabilities</u>		
8100-00-00	PARENTS & FRIENDS TRUST ACCOUNT	(\$9,846.38)
8100-00-01	MARK TREADWELL BALANCE	(\$14,727.62)
8110-00-00	ENROLMENT DEPOSITS	(\$2,100.00)
8110-00-01	CANBERRA DEPOSITS	(\$19,800.00)
8140-00-01	BREAK OUT SPACES LOAN (Current)	(\$23,505.80)
8200-00-00	SUNDRY CREDITORS	(\$28,759.83)
8210-00-01	ACCRUALS	(\$45,433.00)
8210-00-02	ACCRUALS SALARIES	(\$24,145.99)
8340-00-00	PROVISION - ANNUAL LEAVE	(\$76,723.01)
8410-00-00	PROVISION - LONG SERVICE LEAVE	(\$279,251.00)
	<b>Total Current Liabilities</b>	<b>(\$524,292.63)</b>
<u>Non Current Liabilities</u>		
8500-00-01	BREAK OUT SPACES	(\$186,805.96)
	<b>Total Non Current Liabilities</b>	<b>(\$186,805.96)</b>
<u>Clearing Account</u>		
4010-00-07	BASKETBALL TOPS DEPOSIT	(\$260.00)
4019-00-00	FBT CLEARING	\$3,276.00
	<b>Total For Clearing Account</b>	<b>\$3,016.00</b>



Tenison Woods Catholic Primary School  
Balance Sheet - Year: 2016 Period: 12

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Account	Description	Balance
<b>Accumulated Funds</b>		
9000-00-00	ACCUMULATED FUNDS	(\$3,054,056.10)
	THIS YEARS SURPLUS/DEFICIT	\$0.00
	<b>Total For Accumulated Funds</b>	<b>(\$3,054,056.10)</b>
	<b>Total For Liabilities And Equity</b>	<b>(\$3,762,138.69)</b>

## Revenue &amp; Expenditure Statement - Year: 2016 Period: 12

Account	Description	Balance	Last Year
<b>INCOME</b>			
<b>Recurrent Income</b>			
0110-00-00	TUITION FEES	\$237,027.00	\$222,248.39
0111-01-00	SIBLING DISCOUNT ON TUITION	(\$2,969.00)	(\$3,972.00)
0111-02-00	FAMILY REMISSION - HARDSHIP LVL 2	(\$650.00)	(\$1,534.00)
0111-02-01	DISCOUNT EXPENSE - SPECIAL DISCOUNT	(\$10,542.66)	(\$500.00)
0111-03-00	SCHOOL CARD DISCOUNT ON TUITION FEE	(\$12,559.50)	(\$19,138.25)
0111-04-00	EARLY PAYMENT DISCOUNT	(\$3,751.00)	(\$4,500.00)
0120-00-01	COMPOSITE FEE	\$162,643.58	\$125,975.82
0120-00-02	INFORMATION TECHNOLOGY	\$55,727.43	\$51,265.75
0230-00-00	MISCELLANEOUS	\$504.35	\$1,209.04
0230-00-01	CHOIR CHARGES		\$1,181.00
0230-00-03	ATHLETICS/CROSS COUNTRY	\$507.00	\$265.50
0230-00-04	LIBRARY INCOME	\$401.98	
0230-00-05	SWIMMING CARNIVAL	\$450.00	\$600.00
0230-00-06	CROSS COUNTRY	\$396.00	\$408.00
0230-00-07	YEAR 7 JUMPERS	\$784.00	\$695.45
0230-00-08	LITERACY		\$148.56
0230-00-09	SPORT		\$10.00
0231-00-01	CAROLS BBQ	\$369.00	
0232-00-01	NETBALL	\$1,162.00	\$1,090.00
0232-00-02	SOCCER	\$3,355.00	\$4,030.00
0232-00-03	SOCCER TOPS PURCHASE	\$279.99	\$1,295.48
0232-00-04	SOCCER TOP HIRE	\$352.73	\$565.40
0232-00-05	BASKETBALL FEE - NOT TOP DEPOSIT	\$760.00	\$650.00
0235-00-00	Overnight Sleepover	\$380.00	
0235-00-05	EXCURSIONS YEAR 5/6 TOM	(\$141.82)	
0235-00-08	CANBERRA TRIP		\$30,981.36
0235-00-09	Zoo Snooze	\$3,234.00	
0235-00-10	Douglas Scrub	\$12,350.00	
0235-00-11	Hindmarsh Island yr 6/7	\$10,640.00	
0270-00-01	YEAR 7 GRADUATION	\$2,226.00	\$2,116.00
0270-00-02	SCHOOL CONCERT	\$150.00	\$4,190.00
0290-00-00	APPLICATION FEES	\$1,096.27	\$1,063.53
0510-00-00	INTEREST INCOME	\$5,856.48	\$3,296.69
0530-00-00	DONATIONS FOR RECURRENT PURPOSES	\$2,320.37	\$200.00
0550-01-00	CEO INCOME - TRT	\$2,251.56	
0550-01-01	TRT FUNDED PROF. DEVELOPMENT	\$6,050.78	\$625.78
0590-01-00	OTHER RECURRENT/REIMBURSEMENT (SUND)	\$14,435.90	\$10,303.81
0591-00-00	LONG SERVICE LEAVE		\$2,511.31
0593-00-00	PAID PARENTING LEAVE	\$6,851.64	\$76.89
0594-00-00	CPF ALLOWANCE	\$6,022.50	\$3,832.50
0597-01-00	GST INCOME - ROUNDING	\$7.28	\$1.46
0598-01-00	PAID PARENTING GOVT TUITION		\$6,410.50
0598-02-00	PAID PARENTING LEAVE GOVT NON TEACH	\$11,953.92	
0600-01-00	STATE GOVT RECURRENT GRANTS PER CAP	\$295,343.00	\$287,791.00
0700-01-00	C/W - PER CAPITA	\$1,222,169.00	\$1,128,642.44
0700-04-00	C/W EAL - NEW ARRIVALS		\$1,500.00
0700-05-00	C/W - SPECIAL EDUCATION	\$22,750.00	\$46,656.00
0700-07-00	C/W - STUDENTS WITH DISABILITIES	\$22,750.00	\$2,270.00
0700-08-00	C/W - LITERACY & NUMERACY	\$6,600.00	\$5,400.00
0700-10-00	LANGUAGE OTHER THAN ENGLISH		\$5,100.00
0700-12-00	C/W - INDIGENOUS EDUCATION	\$800.00	\$4,830.00
0700-16-00	STUDENT BACKGROUND DEFINITIONS		\$2,300.00
0700-22-00	CEO - SIP FUNDING	\$1,750.00	
0700-26-00	SPORTING SCHOOLS GRANT	\$7,360.00	
0700-27-00	NATIONAL PARTNERSHIPS		\$2,858.00
	<b>Total Recurrent Income</b>	<b>\$2,099,454.78</b>	<b>\$1,934,951.41</b>
<b>Capital Income</b>			
0900-00-00	COMMONWEALTH GOVT CAPITAL GRANTS	\$3,766.33	
0920-00-00	CAPITAL FEES&LEVIIES (EXCL.FFPOS)	\$26,045.45	\$4,332.00
0930-02-00	CAPITAL LEVY	\$1,056.25	
0930-09-00	CASH DONATIONS - P&F / OTHER	\$14,874.00	
	<b>Total Capital Income</b>	<b>\$45,742.03</b>	<b>\$4,332.00</b>
<b>EXPENDITURE</b>			
<b>Tuition Expenses</b>			
1010-01-00	TEACHER SALARIES - LAY	\$1,046,435.58	\$994,954.73
1010-01-02	TEACHER SALARIES - LSL PAYMENTS		(\$1,925.85)
1032-00-00	TEACHER SALARIES - CASUAL RELIEF	\$32,538.48	\$25,600.08
1060-00-00	CONTRACT TEACHING	\$3,792.50	\$1,557.50
1065-01-00	PAID PARENTING TEACHING GOVT		\$7,692.60
1065-02-00	PAID PARENTING AIDES & ASS GOVT	\$11,953.92	
1200-00-00	SALARIES - AIDES & ASSISTANTS	\$131,783.36	\$123,412.85

## Revenue &amp; Expenditure Statement - Year: 2016 Period: 12

Account	Description	Balance	Last Year
1200-00-01	CONTRACT STAFF - STUDENT BEHAVIOUR		\$545.45
1300-00-01	CLASS R - Kelly	\$1,485.32	\$1,826.02
1300-00-02	CLASS 1 - Gina	\$1,962.68	\$2,636.68
1300-00-03	CLASS 2/3 - Sarah	\$3,039.22	\$2,567.88
1300-00-04	CLASS 3/4 - Sophie	\$2,102.51	\$2,825.89
1300-00-05	CLASS 5/6 - Tom	\$1,884.06	\$2,115.43
1300-00-06	CLASS 6/7 - Paula & Beth	\$3,606.87	\$2,706.61
1300-00-07	IT FACULTY	\$1,706.16	
1310-01-00	LIBRARY MATERIALS	\$2,110.57	\$2,396.19
1310-02-00	LIBRARY BOOKS	\$571.44	\$433.19
1320-00-01	CURRICULUM COSTS	\$3,548.49	\$4,902.95
1320-00-02	MUSIC EXPENSES	\$2,225.04	
1320-00-03	RELIGIOUS EDUCATION	\$1,503.66	\$1,524.52
1320-00-04	TENISON GREEN TEAM	\$234.04	\$306.80
1320-00-05	LITERACY	\$1,806.58	\$53.47
1320-00-06	MISCELLANEOUS TUITION EXPENSES	\$270.00	\$95.54
1320-00-07	FOOTSTEPS - THE ARTS	\$5,250.00	
1320-00-08	SCHOOL CONCERT		\$3,755.16
1320-00-10	ITALIAN	\$64.90	\$644.61
1320-00-12	DRAMA	\$64.90	
1320-00-14	SPECIAL ED	\$583.86	\$791.57
1320-00-16	CHOIR	\$2,061.82	\$2,483.70
1320-00-17	DISCO	\$410.64	
1320-00-19	ICT	\$749.84	\$551.70
1320-00-20	YEAR 7 JUMPERS	\$653.09	\$691.82
1320-00-21	YR 7 GRADUATION	\$2,282.09	\$2,175.12
1320-00-22	STUDENT WELL BEING	\$21.82	\$518.68
1340-00-00	SCHOOL CARD DISCOUNT - RESOURCE FEE	\$3,081.00	\$3,845.10
1390-00-00	WAN/VPN & TECHNICAL SUPPORT	\$20,326.90	\$18,780.23
1400-00-01	SPORTS EXPENSES & MATERIALS	\$7,576.22	\$3,886.10
1401-00-01	NETBALL	\$1,059.00	\$1,080.00
1401-00-02	SOCCER	\$4,194.86	\$4,223.65
1401-00-05	BASKETBALL EXPENSES		\$150.00
1401-00-06	ATHLETICS	\$4,025.00	\$232.27
1401-00-07	CROSS COUNTRY	\$404.00	\$385.64
1450-00-01	SWIMMING/AQUATICS	\$7,149.41	\$6,701.40
1450-00-02	CANBERRA EXCURSION		\$29,681.94
1450-00-03	SWIMMING CARNIVAL	\$634.55	\$776.35
1450-00-04	Yr R Excursion Kelly	\$275.00	
1450-00-05	Yr 1 Excursion Gina	\$275.00	
1450-00-06	Yr 2/3 Excursion Sarah	\$2,413.25	
1450-00-07	Yr 3/4 Excursion Sophie	\$674.25	
1450-00-08	Yr 5/6 Excursion Tom	\$944.24	
1450-00-09	Yr 6/7 Excursion Paula	\$2,997.63	
1450-00-10	R/1 Camp	\$435.56	
1450-00-11	2/3 Camp	\$2,007.40	
1450-00-12	4/5 Camp	\$11,604.51	
1450-00-13	6/7 Camp	\$10,395.43	
1700-00-00	WORKERS COMPENSATION (Tuition)	\$19,719.78	\$28,399.99
1750-00-00	SUPERANNUATION SGL	\$93,669.74	\$89,028.72
1750-00-01	SUPERANNUATION DEFINED BENEFITS	\$11,934.21	\$14,963.70
1760-00-00	SUPERANNUATION - SPEC ED SUPPORT	\$12,519.50	\$11,842.01
1810-00-00	ANNUAL LEAVE	\$3,243.15	(\$7,099.42)
	<b>Total Tuition Expense</b>	<b>\$1,488,243.03</b>	<b>\$1,394,718.57</b>
<b>Administration Expenses</b>			
2000-01-00	SALARIES - ADMINISTRATION	\$61,290.94	\$58,842.93
2000-02-00	SALARIES - FINANCE	\$49,422.73	\$46,597.92
2111-00-00	MAINTENANCE - WAGES	\$370.51	\$6,125.02
2112-00-00	MAINTENANCE - CONTRACTORS	\$14,925.73	\$20,091.32
2113-00-00	MAINTENANCE - MATERIALS	\$38.00	\$824.84
2122-00-00	GARDENS & GROUNDS - CONTRACTORS	\$13,636.38	\$13,016.41
2123-00-00	GARDENS & GROUNDS - MATERIALS	\$2,901.66	\$1,723.03
2132-00-00	CARETAKING & CLEANING - CONTRACTORS	\$25,938.38	\$25,092.43
2133-00-00	CARETAKING & CLEANING - MATERIALS	\$1,715.90	\$737.69
2134-00-00	SECURITY	\$3,905.60	\$7,064.80
2220-00-00	SUPERANNUATION - NGS	\$10,460.58	\$10,659.11
2251-00-00	ELECTRICITY	\$15,864.84	\$14,712.25
2270-00-00	COUNCIL RATES	\$4,303.81	\$3,970.35
2271-00-00	WATER RATES	\$11,302.58	\$9,372.81
2272-00-00	WASTE DISPOSAL		\$1,089.10
2273-00-00	EMERGENCY SERVICES LEVY	\$1,765.85	
2300-00-00	INSURANCE-GENERAL	\$15,785.31	\$15,496.80
2390-00-00	COMPUTER EXPENDITURE - ADMIN/MAINT	\$36,153.37	\$30,709.53
2400-00-00	GENERAL OFFICE - INCL FIRST AID	\$6,634.12	\$4,780.45

## Revenue &amp; Expenditure Statement - Year: 2016 Period: 12

Account	Description	Balance	Last Year
2410-00-00	PRINTING MATERIALS	\$3,749.07	\$3,505.82
2420-00-00	POSTAGE	\$552.21	\$449.45
2430-00-00	TELEPHONES	\$3,853.98	\$3,814.06
2435-00-00	PHOTOCOPIER RUNNING COSTS	(\$486.70)	(\$241.47)
2440-00-00	BANK CHARGES	\$1,685.19	\$1,321.57
2450-00-00	AUDIT FEES	\$4,000.00	\$3,500.00
2480-00-00	ADVERTISING - GENERAL	\$1,708.18	\$1,948.50
2495-00-00	CAMP AUSTRALIA LICENCE FEE	\$5,250.00	\$7,000.00
2500-00-00	MOTOR VEHICLE	\$6,216.17	\$5,341.00
2520-00-00	CARTAGE & FREIGHT		\$59.09
2600-01-00	LONG SERVICE LEAVE LEVY	\$41,419.40	\$43,323.32
2600-03-00	PAID PARENTING LEAVE LEVY	\$15,187.11	\$15,634.99
2600-04-00	CEO STUDENT LEVY	\$8,906.00	\$8,723.00
2600-05-00	SCHOOL DEVELOPMENT FUND LEVY	\$2,190.00	\$2,145.00
2600-06-00	COPYRIGHT LEVY	\$3,698.19	\$3,166.01
2600-07-00	PROFESSIONAL INDEMNITY INSURANCE	\$687.28	
2600-08-00	CHILD PROTECTION (ARCHDIOCESE)	\$2,190.00	\$2,145.00
2600-09-00	CPF ALLOWANCE LEVY	\$2,245.24	\$2,352.06
2600-10-00	CIVICA FINANCE LEVY	\$2,540.40	
2600-11-00	HUMAN RESOURCE INF. LEVY	\$800.00	\$840.00
2600-12-00	EDUCATIONAL CAPITAL LEVY		\$4,012.00
2600-13-00	RETURN TO WORK REHABILITATION LEVY	\$182.50	\$150.15
2600-20-00	WHS LEARNING MANAGEMENT SYSTEM	\$147.00	
2620-00-00	SUBSCRIPTIONS	\$1,487.79	
2661-01-00	SIP EXPENDITURE	\$628.04	
2661-02-00	STAFF TRAINING-GENERAL TEACHING-LAY	\$19,688.68	\$15,216.70
2664-02-00	STAFF TRAINING-NON-TEACHING	\$354.54	\$1,314.09
2670-00-00	WHS	\$93.59	\$1,253.83
2710-00-00	INTEREST - LOAN	\$9,621.88	\$16,172.49
2730-00-00	LEASE PAYMENTS - COMPUTING	\$47,533.61	\$28,073.93
2800-00-00	CATERING/FUNCTIONS	\$1,623.98	\$1,373.19
2800-00-01	CATERING/FUNCTIONS - STAFF	\$2,114.62	\$3,579.48
2800-00-02	FLOWERS/GIFTS	\$105.55	\$224.49
2850-00-00	PUBLIC PERFORMANCES & DISPLAYS	\$189.32	
2890-00-01	PRINCIPAL IMPREST ACCOUNT	\$1,007.05	\$2,725.25
2890-00-02	PARENT WORKSHOPS	\$750.00	
2900-00-00	LONG SERVICE LEAVE	(\$924.10)	
2930-00-00	BAD DEBTS EXPENSE	\$3,185.23	\$2,111.70
2940-03-00	FURNITURE & EQUIPMENT <\$1000	\$2,297.27	\$2,226.45
2940-04-00	ICT EQUIPMENT >\$1000	\$392.60	
2950-00-00	DEPRECIATION - BUILDINGS	\$144,108.68	\$140,235.21
2960-00-00	DEPRECIATION- FURNITURE & EQUIPMENT	\$19,201.79	\$14,159.71
2970-00-00	DEPRECIATION - COMPUTERS	\$13,595.91	\$21,281.64
2990-00-00	LOSS ON SALE OF FIXED ASSET		\$1,267.45
2997-01-00	GST EXPENDITURE - ROUNDING	\$0.89	\$2.82
	<b>Total Administration Expenses</b>	<b>\$650,194.43</b>	<b>\$631,314.77</b>
<b>TRADING ACTIVITIES</b>			
<u>Trading Account Income</u>			
4100-00-00	MARK TREADWELL INCOME	\$71,747.21	\$60,500.00
4500-00-00	CLOTHING POOL - INCOME	\$23,775.16	\$20,689.00
4900-00-00	P&F - INCOME	\$27,298.13	\$21,444.30
	<b>Total Trading Account Income</b>	<b>\$122,820.50</b>	<b>\$102,633.30</b>
<u>Trading Account Expenses</u>			
4101-00-00	MARK TREADWELL - EXPENSES	\$71,747.21	\$60,500.00
4550-00-00	CLOTHING POOL - EXPENSES	\$20,745.25	\$17,674.03
4950-00-00	P&F - EXPENSE	\$27,298.13	\$21,644.30
	<b>Total Trading Account Expenses</b>	<b>\$119,790.59</b>	<b>\$99,818.33</b>
	<b>Net Profit (Loss) Before Tax</b>	<b>\$9,789.26</b>	<b>(\$83,934.96)</b>

<b>2017 Draft Budget</b>		
	<b>Description</b>	<b>2017 Budget</b>
	<b>INCOME</b>	
	<b>Commonwealth Government Grants</b>	
0700-01-00	C/W - PER CAPITA	1206782.00
0700-05-00	C/W - SPECIAL EDUCATION	47000.00
		<b>1253782.00</b>
	<b>State Government Grants</b>	
0600-01-00	STATE GOVT RECURRENT GRANTS PER CAP	212961.00
		<b>212961.00</b>
	<b>Income Recurrent</b>	
0110-00-00	TUITION FEES	189539.00
0120-00-01	COMPOSITE FEE	132244.00
0120-00-02	INFORMATION TECHNOLOGY	44082.00
0230-00-00	MISCELLANEOUS	5000.00
0230-00-05	SWIMMING/AQUATICS & EXCURSIONS	21390.00
0270-00-02	SCHOOL CONCERT	4900.00
0290-00-00	APPLICATION FEES	1000.00
0590-01-00	OTHER RECURRENT/REIMBURSEMENT (SUNDRY)	1200.00
		<b>399355.00</b>
	<b>Income Other</b>	
0510-00-00	INTEREST INCOME	1200.00
0530-00-00	DONATIONS FOR RECURRENT PURPOSES	1000.00
0550-01-00	CEO INCOME - TRT	2000.00
0594-00-00	CPF ALLOWANCE	7250.00
		<b>11450.00</b>
	<b>Income Capital</b>	
0920-00-00	CAPITAL FEES & LEVIES	24225.00
		<b>24225.00</b>
	<b>Trading Accounts</b>	
4500-00-00	UNIFORM SHOP	20000.00
4900-00-00	PARENTS AND FRIENDS	10000.00
		<b>30000.00</b>
	<b>Total Income</b>	<b>1931773.00</b>

	<b>EXPENDITURE</b>	
	<b>Expenditure Teaching Salaries</b>	
1010-01-00	TEACHER SALARIES - LAY	-1080541.00
1032-00-00	TEACHER SALARIES - CASUAL RELIEF	-26099.00
1060-00-00	CONTRACT TEACHING	-4000.00
1200-00-00	SALARIES - AIDES & ASSISTANTS	-93688.00
1750-00-00	SUPERANNUATION SGL	-102755.00
1760-00-00	SUPERANNUATION - SPEC ED SUPPORT	-8900.00
		<b>-1315983.00</b>
	<b>Expenditure Classroom/Faculty</b>	
1300-00-01	CLASSROOM	-15790.00
1310-01-00	LIBRARY MATERIALS	-1940.00
1320-00-01	CURRICULUM COSTS	-51091.00
		<b>-68821.00</b>
	<b>Expenditure Teaching Other</b>	
1390-00-01	WAN/VPN & TECHNICAL SUPPORT	-25000.00
1400-00-01	SPORTS EXPENSES & MATERIALS	-3000.00
1401-00-03	SPORTS DAY	-2000.00
1450-00-01	SWIMMING/ACQUATICS & EXCURSIONS	-21390.00
1700-00-00	WORKERS COMPENSATION (Tuition)	-20000.00
		<b>-71390.00</b>
	<b>Expenditure Admin Salaries</b>	
2000-01-00	SALARIES - ADMINISTRATION	-114538.00
2220-00-00	SUPERANNUATION - NGS	-10762.00
		<b>-125300.00</b>
	<b>Expenditure Administration Other</b>	
2112-00-00	MAINTENANCE - CONTRACTORS	-22500.00
2121-00-00	GARDENS & GROUNDS - WAGES	-18186.00
2132-00-00	CARETAKING & CLEANING - CONTRACTORS	-32500.00
2134-00-00	SECURITY	-4000.00
2300-00-00	INSURANCE-GENERAL	-20000.00
2390-00-00	COMPUTER EXPENDITURE - ADMIN/MAINT	-32000.00
2400-00-00	ADMINISTRATION COSTS	-26372.00
2620-00-00	SUBSCRIPTIONS	-1600.00
2661-02-00	STAFF TRAINING-GENERAL TEACHING-LAY	-15000.00
2661-03-00	RETREAT	-2000.00
2664-01-00	STAFF TRAINING - TEACHING OTHER	-13400.00
2670-00-00	WHS	-500.00
2730-00-00	LEASE PAYMENTS - COMPUTING	-63000.00
2800-00-00	CATERING/FUNCTIONS	-4200.00
2890-00-01	PRINCIPAL IMPREST ACCOUNT	-2500.00
		<b>-257758.00</b>



	<b>Expenditure Utilities &amp; Rates</b>	
2251-00-00	UTILITIES	-39450.00
		<b>-39450.00</b>
	<b>Expenditure Levies</b>	
2600-00-00	CEO LEVIES	-83712.17
		<b>-83712.17</b>
	<b>Expenditure Interest</b>	
2710-00-00	INTEREST - LOAN	-7886.00
		<b>-7886.00</b>
	<b>Expenditure Depreciation &amp; Assets</b>	
		<b>0.00</b>
	<b>Trading Accounts</b>	
4550-00-00	UNIFORM SHOP	-18000.00
4950-00-00	PARENTS AND FRIENDS	-5000.00
		<b>-23000.00</b>
	<b>Total Expenditure</b>	<b>-1993300.17</b>
	<b>Net Profit/Loss</b>	<b>-61527.17</b>
	<b>Non-Current Liabilities</b>	
8500-00-00	L2 BUILDING PROGRAM	-23506.00
		<b>-23506.00</b>
	<b>Total Budget 2017</b>	<b>-85033.17</b>

# The Catholic Parish of St John Bosco and St Aloysius, at Brooklyn Park and Richmond, South Australia



St. John Bosco  
17 Lipsett Terrace, Brooklyn Park



St. Aloysius  
68 Brooker Terrace, Richmond

**Postal Address: P.O. Box 310 Brooklyn Park SA 5032**  
**Telephone: (08) 8352 3561**  
**Email: aloysiusjohnbosco@bigpond.com**

## Annual General Meeting 2017, Tenison Woods Catholic School President's Report 2017

Dear Members of the Tenison Woods Catholic School Community,

One distinct feature last year was Extraordinary Jubilee of Mercy. The Jubilee began on 8 December 2015, the 50<sup>th</sup> anniversary of the closing of the Second Vatican Council. It concluded on 20 November 2016. The Jubilee Year's theme was: "Be merciful, just as your Father is merciful."

A jubilee year is a special year called by the church to receive blessing and forgiveness from God for our sins. The tradition started about 700 years ago. There have been 26 jubilees celebrated since. Of those, only three have been "extraordinary" (including this Year of Mercy). The last one was the Jubilee Year 2000.

It had an influence on the work of the whole church. For example, the Western Deanery held this afternoon/evening session:



**WANT TO TALK  
WITH A PRIEST?**

**WE ARE HERE  
FOR YOU**

The local Catholic priests will be in their churches for anyone who would like to talk to them about anything they choose. No appointments necessary.

More information [8346 0944](tel:83460944) **ALL WELCOME**

**Tuesday 19th April from 2pm to 8pm**

- St Maximilian Kolbe, 85 Rosewater Tce., Ottoway
- Our Lady of Mt Carmel, 740 Torrens Rd., Pennington
- Sacred Heart, 253 Military Rd., Semaphore
- Our Lady of the Sacred Heart, 420 Seaview Rd., Henley Beach
- St Aloysius, 68 Brooker Tce, Richmond
- Sacred Heart, 252 Port Rd., Hindmarsh
- St Margaret Mary, 286 Torrens Rd., Croydon Park
- Christ the King, 456 Henley Beach Rd., Lockleys

**THE JUBILEE YEAR OF MERCY**

The other Salesian priest in the parish is Father Stephen Dubovsky. The co-chairs of the Parish Pastoral Council are Mrs Eva Cooper and Mr John Mahoney. The chair of the Parish Finance Council is Mr Mahoney.

Mr.Ian Gardiner is the Parish Pastoral Council representative on the school Board. We thank him for his time and commitment.

In 2016 the parish started a new monthly Mass (except January) at the local aged care facility, Estia Health Lockleys, (formerly Padman Health Lockleys). A similar monthly Mass at Regis Marleston (formerly St.Martin's Aged Care Facility) continues once a month. These are all possible thanks to help from people in the parish.

Each year, in close collaboration with our two Catholic parish primary schools, namely St.John Bosco School Brooklyn Park, and Tenison Woods Catholic School Richmond, the Parish has a sacramental program. We appreciate the dedicated involvement of Mrs Catherine Birchmore, the religious education coordinator at St.John Bosco School, and Ms Marcia Burgess, assistant principal, religious identity and mission, at Tenison Woods School.

In 2016, First Reconciliation was at St.John Bosco Church, and the Sacraments of Confirmation and Eucharist (First Holy Communion) were at St.Aloysius Church. We envisage holding the parish sacramental program again in 2017. We anticipate First Reconciliation to be at St.Aloysius Church, and Confirmation/Eucharist to be at St.John Bosco Church. The Parish welcomes Ms.Adrienne Veall, the Acting REC of St.John Bosco School to her new role for term 1 and term 2.

At the 8.30 am Mass at St.Aloysius Church Richmond, a small group of volunteers organises the Children's Liturgy of the Word, where young children are invited to participate in a session designed just for children. They rejoin the main congregation at the Preparation of the Offerings. Many of these children have now become altar servers. In fact, the ministry of Altar Serving is an important one in our Parish, with thanks to Mr.Michael Mulvihill. He looks for suitable children and young people, speaks to them and their parents, offers the necessary training and supervision, and then provides ongoing development. Servers who reach a high standard are invited to receive medal of the Guild of St.Stephen.

Thanks to the staff our schools and parishioners, the two churches in the parish can remain open during the day, during term time. The church is open for prayer and people do pay a visit.

The lease agreement with the operators of Brooklyn Park Private Kindergarten is going well. They also operate Glandore Private Kindergarten and Child Care Centre. Rental income is an important source for the Parish, and thus we are keen to see the business grow. This should flow into new enrolments for the school. They have worked very hard to build up enrolments and develop the site.

However, the parish, the school, and the kindergarten were most surprised by the news made public on Australia Day 26 January 2017, about the expansion of Emmaus Christian College into the old Salesian College site on Lipsett Terrace. A suggested response is threefold: protest, promote, and then peacefully co-exist.

Protest means raising matters at various stages of approvals in whatever regulatory bodies will listen to us, e.g. West Torrens Council, the Education and Early Childhood Services Registration and Standards Board of South Australia, Childcare, Federal Government, the Cooperating Churches of West Adelaide etc.

Promotion means to that we have to really highlight Catholic identity over and above being Christian, so as to distinguish us from the “Christian” school on Lipsett Terrace.

Then eventually we will have to co-exist in peace with things as they are in 2019 and the preceding time.

It is ironic that the former Salesian College site is being used to “compete” with the primary school and kindergarten (former parish kindergarten, now leased to Brooklyn Park Private Kindergarten) set up by the Salesians and Salesian Sisters and the Catholic Parish run the Salesians.

The Parish always welcomes the involvement of families from the school, e.g. parish school family Mass on the third Sunday of the month. For Christmas 2016, a group of school students (mostly from other schools) supported by their parents assisted with the gospel for the Children’s Mass.

The parish/school relationship is something, which we continue to be interested in. We are grateful for the leadership of the principal Mr. Mark Battistella, and APRIM Ms. Marcia Burgess, to encourage this partnership. We would hope that children who come to Mass on Sundays, and are not at St. John Bosco School Brooklyn Park or Tenison Woods Catholic School Richmond, would be able to come to these schools. On the other hand, we also hope that the Catholic children who at our parish primary schools would be able to be part of the life of the parish on Sundays (or Saturday evenings). In the Parish, we gather on Sundays, which is called the Lord’s Day, as Jesus rose on a Sunday.

We would also encourage the parents and guardians of Catholic children who have received Confirmation, First Holy Communion and First Reconciliation, to bring their children to Mass in the parish or another parish or cultural community. If they don’t bring them, and their grandparents don’t, who will? For example, if a child has made their First Reconciliation, it would be good to ask if the child/ren have received this sacrament again? Perhaps it might be time?

In closing, please feel welcome in the Parish. It is good to have your family in our school.

Fr. Joseph Lee SDB  
Parish Priest

## **Staff Report – Tom Atyeo**

### **Religious Identity and Mission**

#### Masses and Liturgical Events.

We celebrated the usual Masses at pertinent times throughout the liturgical year: Welcome Mass, Ash, Wednesday, Holy Week, Easter, Pentecost, Feast of Saint Mary of the Cross Mackillop, The feast of the Assumption and Thanksgiving Mass. Classes also celebrated many masses and liturgies such as Father’s Day liturgy, Mother’s Day Liturgy, R/1 Christmas Liturgy and year 7 Graduation.

This year we tried something new for our Welcome Mass. All new families were invited into the Church 15 minutes prior to mass starting so that the symbols, rituals and protocols of the Catholic Mass could be explained clearly, hoping that families had an understanding of what the mass means. This was quite successful and I am hoping the explanations made our new families feel “at home” in the church.

#### Staff Retreat

Theme: Year of Mercy. We had a day together at Chapel Hill winery reflecting on Pope Francis’ announcement that 2016 be declared a “Year of Mercy”. Val Debrenni from the Ignation Centre of Spirituality led our day.

#### Josephite Sesquicentenary



Lucia Ciocca, Kirsty Miller (parent), Lily M, Lauren Y, and I had the privilege of attending a celebratory Mass at Saint Ignatius Church, Kensington with many Sisters of St Joseph and representatives from other Josephite schools in the Archdiocese of Adelaide.

During Woods Week this year, every student planted a succulent with a special tag which acted as a reminder of the Josephite sesquicentenary.

#### Social Justice

The community was once again very supportive of our biggest social justice fundraiser, the Caritas Carnival. We raised \$1368.86 and the families and students had a wonderful afternoon of raising awareness and raising funds.

We also had the privilege of hosting Caritas Australia's launch of Project Compassion in Term 1.

Archbishop Wilson presided over the formalities and representatives from Star of the Sea school and St John Bosco school were in attendance also. As it was the 50<sup>th</sup> anniversary of Caritas Australia's Lenten appeal, Project Compassion, we had a cake made (By Angela Navacchi) and students were able to enjoy the celebrations with a yummy piece of chocolate cake!

We hosted a "Sock IT to Poverty" day which raised money for Catholic Mission and our Social justice group spent lunch times making soup for Moore St Day Centre for Homeless People.

This year, we invited families to join the Moore St soup run by donating soup which Marcia then took to Moore St with the Social Justice soup. This was very successful and a lovely way for the community to get involved in our Social Justice programs.



St Vincent De-Paul Society was supported by the school during Catholic Education Week when we collected non-perishable food items.

At the end of this year students made necklaces from some very lovely beads (donated by a friend of Sarah Byrne's). The necklaces were sold at our Carols Night and \$548 was raised for the children in Zambia. Thank you to Sarah Byrne for organising this.

### Sacraments

Confirmation and First Eucharist was celebrated here at Saint Aloysius Church. Marcia led the program with 13 students from Tenison Woods and Four students from other schools who belong to the parish. We trialled a very successful ½ retreat day this year.

### Re Curriculum.

2016 saw the introduction of WHOLE SCHOOL ENQUIRY questions for Religious Education. Teachers used a new planning template for Religious Education Planning which is aligned with the school's vision of teaching using 21<sup>st</sup> c teaching pedagogies.

### RELAT – Religious Education and Assessment Tool for year 4 students.

Once again, our year 4 students achieved overall results which placed them 12 % higher than the average year four students in South Australia.

### Ecological Conversion and Green Team

Another exciting year as our veggies grow and grow. We held several Farmers Markets stalls after school and sold the excess organic produce.



We introduced three worm farms to help re-use our compostable waste. The green Team put the farms together and help feed the worms. We were able to sell Worm Wee as garden fertiliser after school some days.

### Other Events

The year 6/7 class visited St Francis Xavier Cathedral and hosted Mass there.

Many classes participated in student Faith Formation activities using rock stacking with buddies.

Marcia Burgess - APRIM

### **Reception/Year 1**

For the Receptions and Year 1 students and teachers, the 2016 school year began with much excitement as we moved into our new learning space. This relocation supports our play based and inquiry learning pedagogy. The indoor and outdoor spaces allow the children to participate in our Investigation Stations, which encourage them to be Authors, Mathematicians, Artists, Explorers, Scientists and more. The children showed with enthusiasm how much they loved the new space and the learning taking place in this area.



### Some highlights from 2016 as expressed by our students...

During 1<sup>st</sup> term, our inquiry unit was investigating the topic of camping. The culmination of this unit of work was the R/1 children participating in a 'Camp Out' at school. The excitement on the night was seen in the happy children who greatly enjoyed toasting marshmallows, playing spotlight with their torches, eating dinner around the campfire and finally sleeping in tents on the oval. The R/1 teachers were proud of all the children, many who felt a little unsure about staying away from home and for some this was their very first camping experience. The work around developing our character strengths was evident during our camp out as many children showed bravery, resilience and perseverance.



Term 3 our inquiry unit was called, 'The tiny engineers of Tiny Town.' The overall assessment task was for the students to design their own Tiny Town with roads and streets using Road safety signs, as well as to create a vehicle to travel safely around it.



An excursion to the Road Safety Centre was incorporated into this inquiry unit. It provided an opportunity for the students to practice riding safely and to learn basic bike rules. And of course to have a lot of fun too!

A major highlight for the year for our students was experiencing Sports Day at Santos Stadium. Not only was this a first for Tenison Woods but also the first Sports Day for many of the children. Once again, the teachers were delighted by the student's display of such character strengths as Perseverance, Bravery, Teamwork and Kindness.

Kelly Stevens, Gina Margush, Rachael Hayes



## Year 2/3/4 Unit:

### Surf Education

A highlight early in the year for the Year 2/3/4 unit was their excursion to the Glenelg Surf Lifesaving Club for a surf education excursion. On the excursion, students developed their beach safety knowledge, their teamwork skills and their growth mindset. The excursion gave us a wonderful opportunity to observe and talk to the students about Growth Mindsets and Character Strengths.



### Camps:

This year saw the introduction of outdoor camps for the Year 2/3/4 unit. The Year 4 students attended a 3-day Year 4/5 camp at Douglas Scrub. The students had a fantastic time participating in a range of outdoor activities. All of the students challenged themselves and worked on their teamwork skills during their time on camp.

### First Aid Course

The students of the Year 2/3/4 unit were lucky enough to have the opportunity to undertake a basic first aid course with Julie Tsacomas. During this session, the students learnt the basics about what to do in an emergency, how to assist with CPR and how to bandage wounds. It was a fantastic session that definitely equipped the students with real life skills that they can take into their future and they had some fun bandaging their friends up too.



### Woods Week:

A highlight for the students each year is always Woods Week and 2016 was no different. The students enjoyed a range of different activities that deepened their understanding of Father Julian Tenison Woods and his legacy. During this week the students attended a liturgy, were involved in a social justice activity, they learnt more deeply about the life of Julian Tenison Woods, created their own take home succulent in an environmental activity and the week culminated in the Sports Day at Athletics SA Stadium.



### End of Year Carol Night:

The final highlight for the year was the inaugural Tenison Woods Catholic School Carols Night held on the oval. It was amazing to see all of the Year 2/3/4 students on stage singing and performing actions to their class carols. The final was amazing to see the whole school on stage singing the two final songs was breathtaking.



Sarah Byrne, Lucia Ciocca and Sophie Smith

## **Year 5:**

### Camp:

On the 4th of April 2016, the year 5 class along with the year 4 students went on camp to Douglas scrub. A fabulous time was had by all and a huge thank you must go to our wonderful parent helpers, Theo Tsacomas and Antoni Loizos who were amazing and made the teachers (and the instructors) job so much easier. The students were involved in a range of activities including billy cart making, boomerang making, shelter making, camouflage games, problem solving nature walk and climbing the bouldering wall.



### Footsteps:

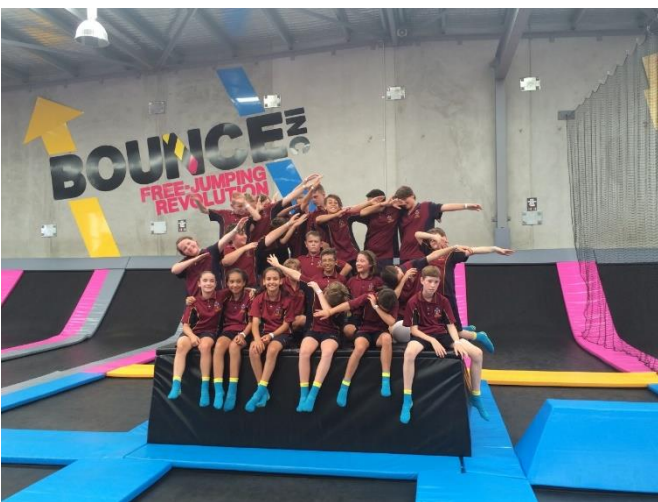
During term 2, the students as part of the arts curriculum were involved in the Footsteps dance program. The students had weekly dance instruction sessions with the Year 6/7 students and learnt a number of different traditional and contemporary dances from the Footsteps instructors. The culmination of the Footsteps program was the school disco where the students had the opportunity to showcase the dance moves and steps they had learnt throughout the program. The highlight of the sessions for the students was the opportunity to improvise and create their own dance moves however; the partnered dances were not as popular with the students.

### Arrival of the New MacBook's:

Term 3 saw the much-anticipated arrival of the new Apple MacBook Air laptops. The new devices were an absolute highlight of the year, the students swiftly became apple experts and the deep learning that occurred due to them was gratifying to see. The devices enabled the students to access information to a deep level and opened up numerous options on how to communicate their knowledge and understandings.

### Tenison Got Talent:

A highlight for many students in 2016 was Tensions Got Talent. There were a number of students from the Year 5 class who were brave enough to enter into this competition. It was outstanding to see the variety of different acts and the high levels of talent on show. Well done to the Year 5 students who performed.



### Excursion to Bounce:

The year ended on a high for the Year 5 class as they went to Bounce for an end of year excursion and have the final chance to celebrate their successes, friendships and growth that had occurred during 2016 in Year 5.

Paula Burns

## **Year 6/7:**

### New Learning Space:

2016 brought with it exciting opportunities and new beginnings as the Year 6/7 students moved into the newly refurbished double transportable. This learning space along with the new flexible furniture allowed the students to work collaboratively and have agency over their learning. The outdoor area also allowed the students to work in a breakout area in small groups. The learning environment had a significant impact on the way teaching and learning took place in the Year 6/7 classroom.

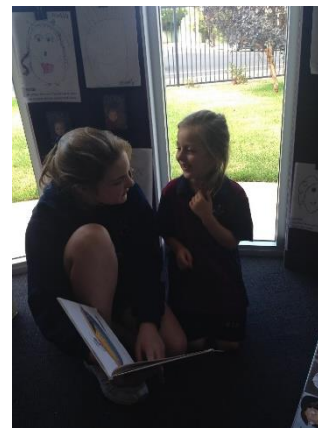


### Aquatics Excursion:

In term 1, the Year 6/7 class travelled to the West Lakes Aquatics Centre for their Aquatics Day. During this day, the students participated in surfing, kayaking, snorkelling and sailing. Along with the specific skills the students learnt from each of the activities, they also gained a greater understanding of water safety and beach awareness. This program was so popular and successful that it was extended to the Year 5/6 students in 2017 and has replaced the traditional week of swimming lessons.

### Buddies:

The student in the Year 6/7 unit loved nothing more than their weekly sessions with their Reception buddies. It was beautiful to watch the friendships grow throughout the year and how these friendships could also be seen during recess and lunch. The older students demonstrated outstanding leadership skills in assisting their younger buddies in making good choices and just helping when it was needed. It is evident that these friendships will last.



### New Technology:

2016 saw the arrival of new devices across the school and the excitement was almost uncontrollable in the Year 6/7 classroom as the devices arrived for the students to use. All the students quickly became experts on the workings of a IOS Mac device and were quickly teaching each other the ins and outs of the devices and all its applications. For the remainder of the year the students consistently demonstrated an ability to use the devices in a creative and enriching way and it enabled the students to delve into the areas of coding, movie making and music making. It was fantastic to see the students acting as teachers and having agency over how they created and presented their learning.



### Year 6/7 Camp:

The highlight of 2016 for the Year 6/7 students was the camp in term 4 to Hindmarsh Island. The students stayed 3 days and 2 nights on the camp and one night was spent in tents and the other in dorms. During the camp, the students participated in activities such as kayaking, raft making, coastal sand dune walk, fishing, team games, night walks, beach games, night games and campfire sessions. This camp required the students to have a growth mindset and display the character strengths of bravery, perseverance and to work together in a variety of different ways. Most importantly it allowed the students to build their independence and confidence in their ability to do things on their own.



Tom Atyeo

AGM Report for 2016 Year, 22/3/17

## **Sports Report**

2016 was an outstanding year for school sport at TWCS.

### KANGA Cricket

KANGA Cricket was offered again in 2016 to our Reception to Year 3 students and over term 1 and 4 we had 18 students participate in this sport offered through the Western Primary Schools Cricket Competition. It was fantastic to see many of our Receptions students displaying a huge amount of enthusiasm towards their cricket.

### Basketball

Basketball was offered in Term 1 and 4 in 2016 at the Wayville Sports Centre. We entered four teams ranging from a Year 2/3/4 Mixed team to 2 senior teams. Overall, we had 37 students participate in Basketball in 2016. Continuing from last year, TWCS teams were very competitive with many standout players across all teams.

### Soccer

We continued our strong presence in the North West Junior Soccer Association with 52 students participating in six teams ranging from Under 6's to U/12. For only a small school we have shown we are competitive and all teams experienced success throughout the season. The highlight of the season was the U11 team winning the knockout championship cup.

### Netball

This year we entered a Year 2/3/4 and a Year 6/7 team into the South Australian Junior Netball Association competition in the southern division. We continued to host a number of Friday afternoon games for the Year 6/7 players and Saturday morning games for the Year 2/3/4 team. The season held mixed results for the team as they came up against some very strong opposition; however, they were able to taste success in a number of games. This year saw the first time boys were involved in the netball competition.

### South Australian Catholic Primary Schools Sports Association (SACPSSA)

TWCS attended numerous South Australian Catholic Primary Schools Sports Association (SACPSSA) carnivals in 2016. Our year began with a squad of 19 attending the Swimming Carnival at Magill Pool. There were a number of individual achievements on the day and as a school, we placed equal 3rd. an individual achievement was Derrick Sheridan winning U/11 age champion.

We then took a squad of 22 students to the Athletics Carnival. Most students were competing in two or more events on the day so it was a very busy day for all. It was fantastic to see all students trying there hardest in every event and that effort was rewarded with our students collecting 43 ribbons over the carnival. This is an outstanding result for a school of our size. The overall result for both the boys and girls was excellent as we finished fourth in both the boys and girls competition.

In August 23, students from Year 3 to 7 travelled to the East Parklands to compete in the SACPSSA Cross Country Carnival. The students braved the cold conditions to proudly represent our school in their respective events. It was fantastic to see the students supporting one another as they ran the 2km course through the Parklands. The runners had to navigate a course that included a creek crossing, undulating paths and a bridge crossing. We had a successful day with 3 students placing in the top 20 for their age group and 6 runners in the top 50.

TWCS also entered 5 teams into the SACPSSA Mixed Netball Carnival. It was excellent to see that we had 3 girls' teams and 2 boys' teams with 41 students participating. A number of our teams went undefeated in the carnival and the sportsmanship and support the students displayed was outstanding.

Outside of school sport, we had a number of students make state and representative squads, elite sports programs and district teams for a variety of different teams. It is important to acknowledge the hard work and application to their chosen sports that these individuals have displayed.

I would like to take this opportunity to thank the many parents who coached and managed teams across all sports. Without giving their time and energy to sport at TWCS, we would not have the successful sports program that we do.

Tom Atyeo

## **PARENTS & FREINDS Report – Bianca Ayres**

2016 saw a second successful year for the Parents and Friends Committee. Following the resignation of secretary Louise Holton, Tracie-Lee Broadhead and Helen Ricci agreed to share the role for 2016. Karen Bilney and Bianca Ayres continued in their roles as Treasurer and Chairperson.

### **Fundraising**

The P&F held a number of fundraisers and events throughout 2016 that were generally well supported.

The three major fundraisers for the year were the Cadbury boxes drive in term one, the Bunnings BBQ in term 2 and the wine fundraiser in term 3 raising a combined total of \$6500.

In addition to the major fundraisers, a number of smaller fundraisers/events were held including the traditional Mother's and Father's day stalls. As has been the case in previous years, these were popular with the students and it is obvious that they really enjoy the opportunity to choose gifts for Mum, Dad and/or grandparents. The two stalls combined raised approximately \$440.

The pasta lunch held in June provided some logistical challenges for the P&F however; it was a fantastic event and was obviously enjoyed by the children.

Following positive feedback from the 2015 Beachouse Lock-in, it was decided that the event would be held again in term 4. Unfortunately, slow ticket sales again plagued this event and we suffered a loss of approximately \$400.00. As a result, the P&F have resolved not to hold this event in 2017.

### **Community Events**

The P&F held its first parent social event in July 2016. The "*Parents Play Date*" was held at Mint 2 on 2 July with 35 tickets sold. Despite disappointing ticket sales, a great night was had by all and the raffles/silent auctions held on the night offset the loss from the cost of the room hire/food. Given the desire to build community relationships, it is anticipated that another social event will be held in 2017 in some format.

Additionally, the P&F hosted its first parent workshop/seminar in August 2016. Bill Hansberry presented a workshop on parenting styles, which was attended by approximately 30 parents.

### **Achievements**

The P&F are proud to have donated 3 outdoor table settings to the school community at a cost of \$3161.40. In addition, the P&F contributed \$11712.60 to the Brooker Terrace decking project. The space is functional and looks fantastic. The R/1 classes use the space on a daily basis with very positive reviews!

The total amount raised by the P&F in 2016 was **\$10690.03**

The closing balance as at 31 December 2016 was **\$9846.38**

We are grateful to the school community for their support in 2016 and look forward to their continued support in 2017.

Bianca Ayres

## WHS Board Report

Date AGM: 22/03/2017

Report Period: Jan – December 2016

### Incident Reports

Accident / Incident / Near Miss / Hazard Reports	Number	Description
Accidents / Incidents*	1 Nov	Volunteer fell in Beehive
Near misses	Nil	
Hazards	9	Trip Hazard R/1 outside area Skirting coming off wall Beehive Broken Playground Equip Slip/Trip/Fall Fence needs repair near Horses Wire on fence broken 2 separate locations Plant and Equipment (rough metal on stool) Slip Trip Fall (oval Grate)
First aid only	Nil	
* Lost time injuries (from the accidents/incidents reported)	Nil	
New Workers Compensation Claims	Nil	
Bullying Complaint investigations	Nil	
STUDENT RELATED		

\*\*\* Worksites can include tables/graphs from Rapid Incident Database here

### 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
Nil				

### Union Matters

#### Union right of entry

Date of attendance	Alleged contravention	Findings
Nil		



## Correspondence received

<b>Title of document</b>	<b>Author</b>	<b>Date presented to staff/actioned</b>
<i>Safety Bulletin</i>	<i>CSH&amp;W</i>	<i>28/01/2016 Emailed to staff</i>
<i>Recall Notice Apple</i>	<i>CHS&amp;W</i>	<i>23/02/2016 Emailed to staff</i>
<i>CCI Training Information</i>	<i>CCI</i>	<i>03/03/2016</i>
<i>Whip – Nature Play</i>	<i>CHS&amp;W</i>	<i>25/05/2016</i>
<i>Safety Bulletin</i>	<i>CSH&amp;W</i>	<i>20/06/2016 Emailed to staff</i>
<i>Asbestos Procedure</i>	<i>CSH&amp;W</i>	<i>13/06/2016 Emailed to staff</i>
<i>Circular Learning Manager</i>	<i>Michael Kenny</i>	<i>29/06/2016</i>
<i>Hazard Alert HP Battery recall</i>	<i>CSH&amp;W</i>	<i>23/06/2016</i>
<i>Hazard Alert- Product Safety Recall Throw and Catch Nets</i>	<i>CSH&amp;W</i>	<i>23/07/2016 emailed to Tom &amp; Sarah</i>
<i>Safety Bulletin</i>	<i>CSH&amp;W</i>	<i>Emailed to staff 24/08/2016</i>
<i>Contractor Management Review</i>	<i>CSHW</i>	<i>Emailed to staff 07/09/2016</i>
<i>Bullying And Harassment Poster</i>	<i>Michael Kenny</i>	<i>23/08/2016</i>
<i>Hand Rail Compliance</i>	<i>Alex Bennett (CESA)</i>	<i>21/09/2016</i>
<i>Visitors sign in Information</i>	<i>Jayne Ryan (CSHW)</i>	<i>19/10/2016</i>
<i>Safety Bulletin</i>	<i>Chris Donnelly (CSHW)</i>	<i>11/11/2016</i>

## Policy / Procedure

<b>Title of policy/procedure</b>	<b>Date presented to staff</b>
Electrical Procedure	02/02/2016
Hazard Management	02/02/2016
Manual Handling	02/02/2016
Health and Well Being	16/02/2016
Induction and Training	16/02/2016
Electrical Procedure	1/03/2016
Hazard Management	1/03/2016
Emergency and Critical Incident	1/03/2016
Induction and Training	12/04/2016
Electrical Procedure	24/05/2016
Hazard Management	17/05/2016
Emergency and Critical Incident	17/08/2016
Induction and Training	17/05/2016
Consultation Procedure	21/06/2016
Emergency and Critical Incident Procedure	28/06/2016
Health and Well Being	2/08/2016
Induction and Training	27/07/2016
Fall Prevention	9/8/2016
Smoking Procedure	30/08/2016
Contractor Management	6/09/2016
Sun Smart	20/09/2016
Hazard Management	20/09/2016
First Aid Procedure	18/09/2016

## Audits

Type of Audit	Corrective Actions Identified (e.g. # NCR's issued, observations etc, areas requiring action)
Nil	

## Training

Title	Provider	Date completed	# attended
CCI Learning Manger	CCI	6/04/2016	Linda
Police Screening Training	PCU	31/03/2016	Linda & Anna
BELS	<i>First Aid</i>	May 2016	Lucia Ciocca
Contact Officer	<i>CSH&amp;W</i>		Sarah Byrne
Equal Opportunity	<i>Learning Manager</i>	8/07/2016	All staff
	Learning Manager Online		All staff

## WHS Activities completed

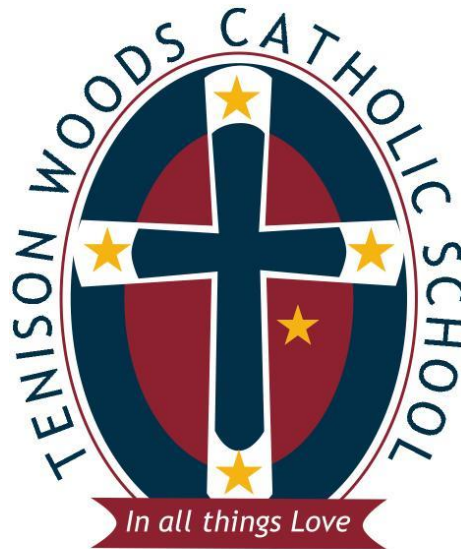
Activity	Date completed
New Task Manager commenced Tasks	On going
First Aid bags kits restocked register updated	Jan 2016
Updated Electrical register with new purchases	Jan Feb 2016
New Fire Warden sign displayed	Feb 2016
Workplace inspections prepared and distributed	Feb 2016
All listed jobs of last year's Workplace inspections completed	Feb 2016
New Task Manager commenced Tasks	Ongoing 10 Tasks completed
WHS Coordinators Meeting	02/03/2016
PPE Register set up and new items purchased	16/03/2016
Contractor register updated	30/03/2016
Caritas Risk assessment reassessed actions added	30/03/2016
Risk Assessments for Camps and sleepover completed	30/03/2016
Updated Volunteer and Staff Induction	6 <sup>th</sup> April
Set up Confined Space Register	6 <sup>th</sup> April
Evacuation drill	7 <sup>th</sup> April
All listed jobs on Workplace inspections completed	6 <sup>th</sup> April
Consultants Site Visit brief the following items need to be completed: <ul style="list-style-type: none"> <li>90 minute battery discharge test on all emergency lights to be completed. <b>Completed 23/03/2016</b></li> <li>Date to be placed on Emergency Light testing register <b>Completed 23/03/2016</b></li> </ul>	16/03/2016

<ul style="list-style-type: none"> <li>Emergency evacuation drill to be performed and documented <b>Completed 07/04/2016</b></li> </ul>	
Disaster/Contingency Plan to be implemented. <b>Work In Progress</b>	
Task Manager Tasks	Ongoing 19 Tasks completed
Contractor Register New contractor added expired COC updated.	18/05/2016
Sports first Aid kits ordered and added to register	Arrived 24/05/2016
New Electrical Register started Admin Area, Canteen, Italian and Rainbow Room completed so far.	25/05/2016
Task Manager Tasks All tasks up to date nil outstanding	Ongoing 8 Tasks completed
Camp Risk Assessments Reviewed and new hazards noted	15/06/2016
WHS Coordinators Meeting	9/6/2016
Lock In	22/06/2016
Task Manager Tasks	Ongoing 8 Tasks completed
Switch Risk Assessment and Site meeting	28/06/2016
New Evac and Lock In procedures provided to all rooms	6/07/2016
Mac Book Charging Units tagged and set up	27/07/2016
Contractor Register reviewed and new contractors added	27/07/2016
Task Manager Tasks No task outstanding ATM	Ongoing 8 Tasks completed 10/8 10 tasks completed 17/08/2016 3 tasks
Workplace inspections prepared and distributed to staff 17/08/2016	Waiting for 1 room inspection to be returned. Actions list distributed for completion
Bullying Posters displayed as instructed	24/08/2016
WHS Coordinators Meeting	30/08/2016
Risk Assessment Road Safety Excursion	31/08/2016
Created new Workplace Inspections for Toilets	07/09/2016
Hazard register updated	14/09/2016
Contractor register updated	07/09/2016
Timer Testing completed by Electrician (2 Yearly to comply)	05/10/2016
All First Aid bags restocked and Kits checked	19/10/2016
Staff training records updated	31/10/2016
Task Manager 14 tasks completed	16/11/2016
Lock In	5/11/2016
Camp Risk Assessment and review	16/11/2016

Any other issues:

Report prepared by: WHS Coordinator Linda Wooley from monthly Board Reports

Date: 20/03/2017



# TENISON WOODS CATHOLIC PRIMARY SCHOOL

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