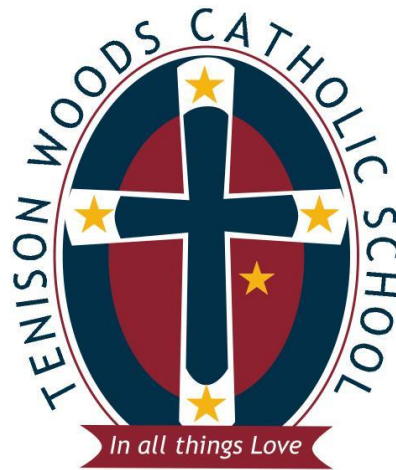


Tenison Woods Catholic School

a faith filled community with a commitment to

Inspire ★ Innovate ★ Excel



ANNUAL GENERAL MEETING FOR YEAR 2021 23 MARCH 2022



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AGENDA

1 Welcome & Gathering		
1.1	Meeting Start Time:	7.00pm
1.2	Present:	
1.3	Apologies:	
1.4	Welcome:	
1.5	Opening Prayer:	Rita Campbell
1.6	Confirmation of Previous Minutes:	17 March 2021

2 Voting of Nominees and Introduce New Board	
Nominations from:	

3 Reports	
3.1	Chairperson
3.2	Principal
3.3	Parish
3.4	Finance
3.5	APRIM
3.6	Teaching and Learning
3.7	Parents and Friends
3.8	WHS

4 Conclusion		
4.1	Date of next meeting:	TBA
4.2	Meeting Closed:	

MINUTES OF AGM FOR YEAR 2020, 17 MARCH 2021

1. Welcome & Gathering		
1.1	Meeting Start Time:	6:22pm
1.2	Present:	Peter Mercer, Rita Campbell, Matthew Arentz, Rebecca Jucha, Paula Freer, Vincent Maresca, Jess Rainsford, Ian Gardiner, Kirsty Miller, Chris Angelopoulos,
1.3	Apologies:	Fr Peter Zwaans, Sarah Byrne, Antonia Damianos
1.4	Minutes:	Paula Freer
1.5	Welcome:	Matthew Arentz
1.6	Opening Prayer:	Rita Campbell – St Patrick's Day
1.7	Confirmation of Previous Minutes:	18 March 2020 It was MOVED by Kirsty Miller, Rebecca Jucha 2 nd that the Minutes represent a true and correct depiction of the previous meeting.

2. Voting of Nominees and Introduce New Board	
2.1	<p>4 Positions with 8 nominations</p> <p>Nominees: Chris Angelopoulos, Antonia Damianos, Ally Gosling, Rebecca Jucha, Kirsty Miller, Philip Peluso, Delmy Ramirez, Gagandeep Reel.</p> <p>All nominations accepted by Matthew Arentz</p>
2.2	<p>New Tenison Woods School Board members for 2021 are:</p> <ul style="list-style-type: none"> ➤ Fr Peter Zwaans -President ➤ Peter Mercer -Principal ➤ Claire Little- Staff Representative ➤ Jess Rainsford - P & F Chairperson ➤ Ian Gardiner - Parish Representative ➤ Matt Arentz – last year ➤ Chris Angelopoulos – 2-year term ➤ Rebecca Jucha – 2-year term ➤ Kirsty Miller – 2-year term ➤ Antonia Damianos – 1 year term ➤ Ally Gosling – 1 year term ➤ Delmy Ramirez– 1 year term <p>Matthew Arentz announced new Board Members as voted in by AGM attendees – 2 yr tenure: Chris Angelopoulos, Rebecca Jucha, Kirsty Miller; 1 yr tenure: Antonio Damianos, Ally Gosling, Delmy Ramirez</p>

3. Tabled Reports	
3.1	<p>Chairperson Report: Matthew Arentz</p> <p>Report Tabled by Matthew A</p>

	<ul style="list-style-type: none"> ➤ Welcomed new Board members; recognised and thanked outgoing Board members for their time and contribution to the School. ➤ Thanked TWCS staff for their stability during the unstable times of COVID-19. ➤ Acknowledged cancelled events ie. Canberra, Mother's Day Stall & Carols evening ➤ Recognised the P&F and their efforts throughout 2021 ➤ Additional Govt grant of approx. \$50,000 to support fee remissions ➤ Recognised John Low and wished him well ➤ Acknowledged Peter Mercer as an integral part of the community ➤ Acknowledged completion of building works, incl. Nature play space and donations received by P&F & Sarah Constructions ➤ Addressed reduced school fees for 2021 ➤ Increased enrolments for 2021; currently 166 and hoping for 175 ➤ Recognised excellent financial result to 2020 ➤ Proposed budget for 2021; deficit \$80,273 ➤ Recognised Anna's contribution & dedication to TWCS and wish her well <p>It was MOVED by Ian Gardiner 2nd Vinny Maresca to accept this Report.....CARRIED</p>
3.2	<p>Principal Report: Peter Mercer</p> <p>Report tabled by Peter M</p> <ul style="list-style-type: none"> ➤ Acknowledged Mark Battistella & John Low's contribution to the School during their time as Principals of TWCS. ➤ Thank you to Peter Mercer for stepping into the role as Principal amongst the madness of COVID-19 and his proactive measures undertaken to ensure the wellbeing of the students and community and to re-assure families of the School's support to enable continued learning ➤ Addressed the COVID-19 impact on excursions & incursions ➤ Future Direction: new CESA direction – using the research of John Hattie and Lyn Sharratt and her book: Clarity ➤ Step Change and the Live, Learn, Lead Framework ➤ 12-18month project with 60 hours of modules looking at Visible Learning ➤ TWCS will nominate as an early adopter for this project ➤ Isaiah – I have called you by name ➤ Acknowledged Anna's contribution over the past 9 years <p>It was MOVED by Vinny Maresca 2nd Ian Gardiner to accept this Report.....CARRIED</p>
3.3	<p>Parish Report: Fr Peter Zwaans</p> <p>Tabled by Ian Gardiner</p> <ul style="list-style-type: none"> ➤ Restrictions have brought more people to Mass on Sunday morning. Fr Peter allows them to sit outside and administers communion to them. ➤ Mass schedule was restructured due to COVID restrictions and timings needed over the weekend. Some parishioners arrive from outside parishes. ➤ Sacramental Program to begin on March 25th with Reconciliation to begin in Term 2. ➤ Future Direction: Adoration, Stations of the Cross, Marriage Preparation, Men's Group, youth group establishment. ➤ Activities from the PPC to update the grounds of the Mass centres and outreach. <p>It was MOVED by Kirsty Miller 2nd Rebecca Jucha to accept this Report.....CARRIED</p>

3.4	Finance Report: Rebecca Jucha Report tabled by Rebecca Jucha <ul style="list-style-type: none"> ➤ Fee remission and Fee Reduction was well received and approved by the board. ➤ Children starting school in Term 3 or Term 4 will not incur fees for 2021 ➤ Surplus budget in 2020 \$148,407 ➤ Deficit Budget of \$80,273 for 2021 ➤ Outstanding Debtors – unprecedented credit balance -\$24426.07 ➤ Significant Capital works completed with \$9,128 cash reserves utilised, great result ➤ Great effort with the research for the adding of the solar panels to the new learning centre ➤ Paula provided dates and invitation to join the Finance Committee <p>Deficit Budget for 2021 of \$80,273.00 was presented at the AGM MOVED by Kirsty M, Matthew Arentz 2nd to accept this budgetCARRIED.</p> <p>It was MOVED by Vinny Maresca 2nd Chris Angelopoulos to accept this Report.....CARRIED</p>
3.5	Staff Report: Sarah Byrne Report tabled by Rita Campbell <p>It was MOVED by Rebecca Jucha 2nd Jess Rainsford to accept this Report.....CARRIED</p>
3.6	P & F Report: Vincent Maresca Report tabled by Vincent Maresca <ul style="list-style-type: none"> ➤ Vinny Maresca to be succeeded by Jess Rainsford. ➤ Acknowledged outgoing committee ➤ Welcome new members ➤ Welcome coffee morning ➤ Acknowledged success of fundraising efforts eg.Wine drives, pasta day ➤ Mother's Day cancelled due to COVID-19, but Father's Day went ahead ➤ Shrove Tuesday – gold coin donation to Busfire appeal ➤ Thanked the P&F members, volunteers and school community for their support <p>It was MOVED by Kirsty Miller 2nd Rebecca Jucha to accept this Report.....CARRIED</p>
3.7	W.H.S. Report: Linda Wooley Report tabled by Peter M <p>It was MOVED by Jess Rainsford 2nd Chris Angelopoulos to accept this report.....CARRIED</p>

4. Conclusion

4.1	Date of next meeting:	16 March 2022
4.2	Meeting Closed:	7.41pm

5. Chairperson's Signature that Minutes have been tabled

Chairperson:	
Signature:	

CHAIRPERSON REPORT – Matthew Arentz

Welcome to the Tenison Woods Catholic School Annual General Meeting for 2022.

The School Board has convened regularly over the course of 2021 and is engaged in a lot of important and exciting discussions that will shape the future course of our School.

In 2021, our School Board comprised of:-

- Chris Angelopoulos;
- Antonia Damianos;
- Ally Gosling (Minutes Secretary and Finance Chair/Representative);
- Rebecca Jucha (Deputy Chairperson);
- Kirsty Miller;
- Delmy Ramirez;
- Jess Rainsford (P & F Representative);
- Claire Little (Staff Representative);
- Matthew Arentz (Chairperson);
- Peter Mercer / Ben Catalano (School Principal)
- Ian Gardener (Parish Representative); and
- Father Peter Zwaans.

Arrivals/Returns

In 2021 we welcomed the following people to our School community:-

- Claire Little
- Courtney Quigley (return from leave)
- Kim Murphy
- Ben Catalano
- Daniela Larritt
- Kate Mainprize (filling in for Heather Docherty)

Departures

In 2021, we saw the following people leave our School community:-

- Lucia Ciocca
- Nicole Puopolo
- Peter Mercer
- Maria French
- Kelly Stevens
- Anna Pivato
- Heather Docherty
- Father Peter Zwaans.

Departing Board Members

After 12 months on the School Board in 2021, Delmy Ramirez will not be nominating to continue with the Board in 2022. We would like to thank Delmy for her contributions over the course of 2021.

Appointment of Substantive Principal

In May 2021, consultation for the Substantive Principal role commenced, resulting in Ben Catalano being appointed Principal, commencing at the start of Term 4 in 2021. Ben has come to Tenison Woods from a Deputy Principal role at St Martin de Porres School, Sheidow Park, which he has held since 2019. In the short time Ben has been with us, we have all seen his strong leadership and commitment to great education outcomes, evident in his approach to reviewing and updating teaching practices and his approach to forward strategic planning for the School. I would like to take this opportunity to welcome Ben on board. After a period of instability around the school's Principal, it's great to have someone in the substantive role and we look forward to having Ben lead our school moving forward.

With Ben's appointment comes the departure of Peter Mercer. Peter is leaving Tenison Woods to take up a position as an Acting Principal at St Thomas School and Preschool in Goodwood. I would also like to take this opportunity to thank Peter for his time at Tenison Woods. As I commented in my last Chairperson's Report, Peter brought a steady hand and friendly face to Tenison Woods at a time when it was much needed. In the short time he was with us, Peter became an integral part of our School community and will be missed by all the students, staff and parents. We wish Peter all the best in his future endeavours.

Father Peter Zwaans

In December 2021, it was announced Father Peter would be leaving the Richmond/Brooklyn Park parish and heading to Mount Gambier/Millicent to take on the role as Parish Priest there. In his place, Father Long Hai has come to the Richmond/Brooklyn Park parish from the Croydon Park parish. I would like to take this opportunity to thank Father Peter for his involvement with the School Board, including his regular parish reports and humorous comments regarding the goings-on within the School and the Board's regular discourses - no-one can tell a Catholic Priest joke like a Catholic Priest! The Board will miss Father Peter's humour and wise counsel. We wish him all the best for his works with the parishioners at Mount Gambier/Millicent.

I would also like to take this opportunity to welcome Father Long Hai to the Richmond/Brooklyn Park parish and the School Board. The Board looks forward to working closely with Father Long and the parish moving forward.

Lucia Ciocca

Ms Ciocca retired from teaching and left our School community at the end of Term 2, 2021. With her retirement, Ms Ciocca brought to an end a 41 year career with Catholic education. I would like to take this opportunity to thank Ms Ciocca for her dedication and long service to Catholic education and to the students at Tenison Woods. She will be missed and we wish her all the best in retirement.

P & F

Jess Rainsford took over as the Chairperson of the P & F Committee for 2021, filling the sizeable shoes of Vinny Maresca. Jess has been ably assisted by Kirsty Miller as Secretary and Michelle Mellor as Treasurer of the P & F.

As always, the P & F has done a fantastic job putting on events for the students and School community over the course of 2021, including Pasta Day, Bunnings sausage sizzles, Mothers and

Fathers Day stalls, Pizza Day and the School Quiz Night (which saw \$2,000.00 raised for the School community).

In addition to all the events that the kids and parents enjoy, the P & F has also used their coffers to contribute \$20,000.00 towards the resurfacing of the basketball/netball courts.

Many thanks to Jess and the P & F for all the excellent and positive work they do for our School community.

Enrolments

At the School Board Meeting in November 2021, Ben was able to confirm 194 enrolments for the start of 2022, with a further 18 expected to join us in Term 3, bringing our total anticipated enrolments 2022 to the sum of 211. The increasing enrolment numbers are in line with the planning and budgeting steps taken over the last few years and is fantastic indicator for the sustainable growth/health of our School.

Before School Care

Much debate was had at the School Board level in October/November 2021 regarding the transition away from School staff providing before school care/supervision in the morning, and that role being taken over by an external provider (Camp Australia). Camp Australia will provide a “user pays” before School care service from the start of Term 2, 2022. It is hoped this change will free up teacher time/resources that can now be deployed more effectively throughout the School, for the benefit of our kids.

Closing

I would like to thank all the Board Members for 2021 for their time, opinions and efforts to progress the work of the School and Finance Boards over the last 12 months.

PRINCIPAL REPORT – Ben Catalano

I begin this Principal's Report with a deep sense of gratitude and privilege. Since my appointment in October 2021, I have been overwhelmed at the welcome and connection I have received from all members of the TWCS community. It is with great pride that I accept the responsibility of leading this wonderful school community.

Firstly, I would like to thank Peter Mercer for the way in which he led the school community during what has been an extremely challenging 2020 and 2021. Peter's vast experience in leading Catholic parish schools has meant that we start 2022 in a wonderful position. Peter was able to bring a community together in times of isolation, quarantine and physical distancing, whilst at the same time keeping all those in the community safe. I would like to publicly thank Peter for his authentic and steadfast leadership.

2021 saw COVID continue to dominate headlines worldwide, with the ever-present threat of further lockdowns, quarantining and the community transmission of COVID. Having lived through the experiences of 2020, the TWCS community were agile and able to be flexible when needed. Whilst many events looked different, it was a great testament to the staff, children and families that we were able to continue to connect in new ways. I felt particularly disappointed that our mid-year reception children and their families were not able to fully experience the wonders of starting Reception at TWCS. To the credit of staff and the children, they handled this 'bump' extremely well.

During 2021 we farewelled a number of long serving staff of the TWCS community. Each staff member has been impactful in their own special way and for many in our community, it was a sad farewell. Anna Pivato, Lucia Ciocca both announced their resignation from TWCS throughout the year. Anna and Lucia have been valuable contributors to the education, faith formation and genuine connection within our community. On behalf of staff, children, families and the parish, I thank each of them for their time and commitment to TWCS.

At the end of 2021 we also farewelled (for a short time) Maria French who has taken leave during 2022, Heather Docherty who welcomed her beautiful baby in November, Kelly Stevens who has taken on a teaching role at Star of the Sea School and Naomi Ali who continues to work in the Department of Education. We were able to give each staff member a wonderful farewell at our End of Year Mass.

With any departure comes the opportunity for new staff to join our thriving community. In 2022 we welcome:

- Kim Murphy – Front Office Administration
- Brooke Flatman – Reception Teacher
- Carisa Spencely – Year 1 Teacher
- Amelia Scarfo – Year 1/2 Teacher
- Tiana Bergamaschi - Year 4/5 Teacher
- Tomara Brown – Year 6 Teacher
- Katie Cummings – PE and Sport Coordinator
- Kate Mainprize - Performing Arts Teacher
- Daniela Larritt – Italian Teacher
- Sharon Hill – Literacy Intervention Specialist

I look forward to the seeing the expertise these staff bring to our teaching and learning programs at TWCS.

During the January school holidays, I was notified that Father Peter Zwaans had been reassigned to the Mount Gambier / Millicent Parish starting at the end of January 2022. This came as a shock to the TWCS and Richmond Parish communities as Father Peter had been an influential leader of the community during turbulent times. Father Peter had been a wonderful advocate for our school community and throughout Term 4, we were having many positive conversations about what the future looks like for our communities. On behalf of the School Board and school community, I sincerely thank Father Peter for his leadership, openness and spiritual guidance of both myself and the community.

As Father Peter left our community, we welcomed Father Long Hai Nguyen as Parish Priest of the Richmond/Brooklyn Park Parish community. Father Long Hai joined our community from the Croydon Parish. We will formally welcome Father Long Hai to our community when we are able to gather in mass together.

Thriving schools, such as TWCS rely on the dedication and commitment of all in our community, particularly parents being involved in their child's education. TWCS have a very active parent community through opportunities such as volunteering in the classroom, events and sporting teams. The Parents and Friends Committee led by Jess Rainsford as Chair is a vital aspect of this parent involvement. Through the many events coordinated or supported by the P&F, the substantial fundraising efforts that mean we are able to resurface our courts and other improvements, is possible. On behalf of the staff and children, I thank all involved in the Parents and Friends Committee and to all parents for volunteering their time to support the many programs reliant on this support.

A sincere thank you to Matthew Arentz, School Board Chair and the entire School Board (Rebecca Jucha, Alison Benbow, Chris Angelopoulos, Kirsty Miller, Jess Rainsford, Delmy Ramirez, Antonia Damianos, Claire Little, Father Peter Zwaans and Ian Gardiner) for the way you have supported me as I start my leadership at TWCS. We have been able to already discuss a number of key elements of the management of the school to support the ongoing improvement in teaching and learning programs and ultimately delivering on our promise of a truly excellent educational experience. I would also like to extend a special thank you to Delmy Ramirez who finishes her time on the School Board at the AGM, on behalf of the Board members, the children and the community, thank you for your guidance and commitment.

Tenison Woods Catholic School is in a very fortunate position to be able to commit to a significant investment in capital works during the end of 2021. A sincere thank you to Paula Freer and Gary Baldwin for the management of the substantial capital works program that took place during the December 2021 / January 2022 school holiday period. Without their time, energy and expertise we would not be able to enjoy the wonderful facilities we have:

Projects completed:

- Establishment of new Macbooks and iPads for staff and students
- Replacement of aging Interactive Whiteboards with commercial grade Televisions
- Painting of classrooms and outdoor areas
- Installation of a glass sliding door system in Redin Street Classrooms
- Refurbishment of the Jubilee Toilets
- Resurfacing of the basketball/netball court

As I commenced in Term 4, I was overwhelmed at the commitment shown by all staff to improving learning outcomes for all children. The School Quality Performance Team (Rita Campbell, Sarah Byrne, Heather Docherty and Courtney Quigley) met regularly to ensure our focus on student progress was being maintained. The staff at Tenison Woods Catholic School are committed to knowing each child, to ensuring each child and their family is known and connected. For this, I say thank you to all staff members for their energy, dedication and life-giving commitment to our school.

The professional learning journey the staff had been on for the past 3 years in understanding and implementing Visible Learning in all classrooms, has meant that children are active co-constructors of their learning. They are able to articulate what they are learning, why they are learning it and what they need to do to be successful. This has proven a wonderful launching pad for the strategic focus of 2022 in the teaching and learning programs being offered at TWCS.

In 2022 we are committed to:

- The implementation of and resourcing evidence-based literacy practices in all classes
- A strong focus on multisensory structured literacy practices
- Phonological awareness, structured synthetic phonics, the use of decodable readers
- The implementation of and resourcing evidence-based intervention for Rec – Year 6
- Screening all children in foundational literacy acquirement skills
- The improvement of supports available to all children, including students with a disability or learning challenges
- An explicitly taught Wellbeing curriculum using the evidence-based approach of Positive Education
- Investing in teacher professional development
- Investing in additional Specialist Subjects (Physical Education, STEM, Italian and Performing Arts)

As we embark on a new school year, I look forward to working with the School Board, Parents and Friends Committee, Families, Parish, staff and children to develop an update Strategic Plan and Masterplan to ensure the TWCS community continues to thrive, continues to offer a truly excellent educational experience for all and most importantly that we continue to be a community deeply connected so that all are welcomed.

God Bless

Ben Catalano

PARISH REPORT – Fr Long Hai Nguyen

Allow me to introduce myself to you.

I am, Fr Long Hai Nguyen, and I have been appointed by Archbishop Patrick O'Regan as the Parish Priest for the Brooklyn Park Richmond Parish, effective 21st January 2022.

I came to Australia from Vietnam as a Refugee in 1981 and lived in the Croydon Park parish, Adelaide from that time.

I served in the Adelaide Archdiocese as a deacon for three years before being ordained to the priesthood on 6th February 2016 after which I served as Assistant Priest in the Croydon parish. Brooklyn Park Richmond Parish is my first appointment as Parish Priest.

I would like to express my sincere gratitude to Archbishop Patrick who has trusted and appointed me as the Parish Priest of the Brooklyn Park Richmond Parish.

I also would like to thank Fr. Peter Zwaans for his wisdom and efforts in ministering to, and giving, pastoral care to the Parish. We are definitely reaping the benefits from his four-year appointment.

I would like to thank Mr Ian Gardiner (Interim Chairman, PPC) and Mr John Wynter (interim Chairman, PFC) and all members who have been dedicating time to supporting and helping me and the life of the parish.

I would want to thank parishioners who have welcomed me, and received me, with an open heart as their Parish Priest.

Also, I wish to express my thanks to Mr Ben Catalano, Principal of Tenison Woods Catholic School, who has taken me on a guided tour of the school which has left me with an enormous positive impression.

Now that I am living and working in the Parish of Brooklyn Park Richmond, I look forward to your continued support in the new environment.

I affirm to you that I will devote myself to the Parish and look forward to working with the school and celebrating Mass with the students.

I pray that God will continue to bless us and keep us.

With deepest gratitude, and warmest wishes,

Fr Long Hai Nguyen
Parish Priest
Brooklyn Park Richmond Parish

FINANCE REPORT – Ally Benbow

Good evening everyone, thank you for attending tonight's Annual General Meeting. My name is Ally Benbow, I am the Chairperson of the Finance Committee and I will be presenting the 2021 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 2021 the Committee consisted of Principal Peter Mercer & Ben Catalano, Finance Manager Paula Freer, parents Bozina Rowinska and Matthew Arentz (Chairperson of the School Board) and myself, Ally Benbow, as Chairperson of the School Board Finance Committee.

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, which has responsibility for reporting on the expenditure of Government funding.

Cash Flow 2021

Net cash flow movement for 2021 resulted in a surplus of \$453,154. The 2021 budgeted amount was a deficit balance of -\$80,273. This resulting in \$533,427 better than anticipated outcome.

Additional Government funding and COVID-19 had a significant influence into this very positive result, by way of:

- ◆ \$350,391 additional Govt funding as initial budget was based on 173 students, actual being 182 students; also a significant increase in NCCD funding and loadings.
- ◆ \$24K financial assistance/support grant in lieu of COVID-19 hardship remissions

Other factors:

- ◆ Expenditure was less than anticipated for administration & utilities, again due to constraints & limitations placed on the School with COVID-19 compliance and responsible management of facilities

Income and expenditure is the core element in the running of our school. In summary;

Cash Flow Income – recurrent for 2021 totalled **\$3,058,586**. Funds were received as follows:

- ◆ 82% Commonwealth & State Grants
- ◆ 12% School fees
- ◆ 1% Catholic Education Office for salary reimbursements such as paid parenting leave, staff allowances, sick leave and long service leave.
- ◆ 5% donations, interest, trading accounts and sundry income.

Cash Flow Expenditure – recurrent for 2021 totalled **\$2,459,172**. Funds were expended as follows:

- ◆ 60% staff teaching salaries, including superannuation and workcover
- ◆ 15% education support officers and administration salaries, including superannuation
- ◆ 9% direct teaching equipment and faculty expenditure including professional development, ICT costs and administration

- ◆ 7% utilities, maintenance contractors, grounds etc.
- ◆ 4% administrative costs
- ◆ 5% CEO levies

Debtors

At the end of 2021 debtors balance was **\$1,193.09cr**. Details as follows:

- | | |
|-----------------|--------------------------------------|
| ◆ \$520.17 | Past family debts |
| ◆ \$13,624.36 | Current family debts |
| ◆ \$15,337.62cr | 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 Finance Manager Paula Freer in her continuous effort in keeping the school's 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 2021 amounted to **\$61,360** please refer to the attached "Capital Spending" spreadsheet for further details. Capital works were funded by donation from the TWCS P&F and cash reserve, as approved by the Finance Committee and School Board.

The Finance Committee also approved for significant capital works for the end of 2021, refer to "Capital Spending" spreadsheet; works to be funded by cash reserve.

Borrowings

The outstanding balance for capital development and land purchase was \$1,649,769 at the end of December 2021. Balance of "Break Out Spaces" \$87,939 is due to be paid in full by the end of 2023. "6&8 Bickford St" loan balance is \$1,561,830 and borrowings drawn over a 15 year period, with balance due to be paid in full by the end of 2033.

2022 Budget

The Finance Committee has reviewed the proposed 2022 budget – included in the AGM booklet - and have approved a surplus budget of \$6,433. The budget is based on funding advice received in the Annual Guidelines from the Catholic Education Office and a comprehensive review by the Finance Manager and Finance Committee of all income and expenditure items. The budget is worked on estimated enrolments of 205 students (including Term 3 intake). I now wish to put forward the 2022 budget for approval.

On behalf of the Finance Committee I would like to thank those who have contributed to the management of finances throughout 2021. A special mention must be made to our Finance Manager Paula Freer for providing the committee with the timely relevant information required to make decisions.

Our school community is blessed to be made up of a variety of different 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.

Account	Description	This Year	Last Year
ASSETS			
Current Assets			
6001-00-00	PETTY CASH		
6020-00-00	CASH FLOAT	\$60.00	\$60.00
6100-01-00	S2 ACCOUNT	\$1,241,822.92	\$788,659.09
6200-00-00	SUNDRY DEBTORS	(\$1,193.09)	(\$24,426.07)
6200-00-01	DEBTORS-FEES OVERPAYMENTS	\$15,337.62	\$43,872.00
6250-00-00	PROVISION FOR DOUBTFUL DEBTS	(\$5,431.56)	(\$4,300.00)
6290-00-00	PREPAYMENTS		\$28,802.32
6300-03-00	INVENTORIES - CLOTHING	\$46,826.62	\$34,806.95
6410-00-00	LSL RECEIVABLE	\$312,025.00	\$298,813.00
	Total For Current Assets	\$1,609,447.51	\$1,166,287.29
Non Current Assets			
5001-00-00	FREEHOLD LAND AT VALUATION	\$1,968,093.43	\$1,968,093.43
5100-00-00	BUILDINGS AT COST	\$5,174,979.12	\$5,224,979.12
5103-00-00	Asset transfer Clearing		(\$96,980.91)
5109-00-00	ACCUM. DEPRECIATION - BUILDINGS	(\$1,217,745.28)	(\$1,138,610.98)
5110-00-00	FIXED EQUIPMENT & IMPROVEMENTS	\$1,146,643.32	\$1,128,551.70
5119-00-00	ACCUMULATED DEPRECIATION - IOSP	(\$566,182.83)	(\$480,814.76)
5200-00-00	FURNITURE & EQUIPMENT	\$390,976.92	\$378,273.24
5202-00-00	TRANSFER - FURNITURE		\$96,980.91
5209-00-00	ACCUM. DEPRECIATION - FURN & EQUIP	(\$193,012.39)	(\$147,624.98)
5220-00-00	COMPUTER EQUIPMENT	\$205,440.74	\$260,019.48
5229-00-00	ACCUM. DEPRECIATION - COMPUTERS	(\$116,204.48)	(\$135,746.24)
5800-00-00	WIP		\$778,137.94
5800-01-00	CAPITAL PURCHASES-FIXED EQUIP & IMPROVEM	\$89,190.00	(\$372,741.60)
5800-02-00	CAPITAL PURCHASES-FURN & EQUIP		(\$304,708.35)
5800-03-00	CAPITAL PURCHASES-COMPUTERS & EQUIPMENT	\$198,155.00	(\$100,687.99)
5810-00-00	LSL RECEIVABLE- NON CURRENT	\$14,608.00	\$28,422.00
	Total For Non Current Assets	\$7,092,941.55	\$7,085,542.03
	Total For Assets	\$8,702,389.06	\$8,251,829.32
LIABILITIES AND EQUITY			
Current Liabilities			
8100-00-00	PARENTS & FRIENDS TRUST ACCOUNT	\$37,567.25	\$27,180.58
8100-00-01	MARK TREADWELL BALANCE		\$43,872.00
8110-00-00	ENROLMENT DEPOSITS	\$18,900.00	\$7,700.00
8110-00-01	CANBERRA DEPOSITS		
8117-00-00	GOVT. GRANTS IN ADVANCE - C/WEALTH		\$2,200.00
8140-00-01	BREAK OUT SPACES LOAN (Current)	\$28,248.43	\$26,469.67
8140-00-02	6 & 8 BICKFORD ST (Current)	\$121,536.58	\$102,233.95
8200-00-00	SUNDRY CREDITORS	\$56,654.42	\$41,713.17
8201-00-00	DEBTOR OVERPAYMENTS	\$15,337.62	
8210-00-00	ACCRUAL - BACK PAY		
8210-00-01	ACCRUALS	\$290,358.39	\$1,577.89
8210-00-02	ACCRUALS SALARIES		
8340-00-00	PROVISION - ANNUAL LEAVE	\$107,805.66	\$78,486.05
8410-00-00	PROVISION - LONG SERVICE LEAVE	\$312,025.00	\$298,813.00
8205-19-00	GST-FREE SUPPLIES CLEARING		\$40,907.94
8205-21-00	GST-FREE SUPPLIES CLEARING		(\$40,907.94)
	Total Current Liabilities	\$988,433.33	\$630,246.31
Non Current Liabilities			
8500-00-01	BREAK OUT SPACES	\$59,690.85	\$88,059.69
8500-00-02	6 & 8 BICKFORD ST L16	\$1,440,292.76	\$1,563,762.77
8600-00-00	LSL PAYABLE - NON CURRENT	\$14,608.00	\$28,422.00
	Total Non Current Liabilities	\$1,514,591.61	\$1,680,244.46
Clearing Account			
4010-00-01	SUNDRIES CONTRA - GENERAL		
4019-00-00	FBT CLEARING	(\$3,440.00)	(\$3,231.00)
4060-00-00	PAYROLL CLEARING ACCOUNT		
4062-00-01	SUPERANNUATION CLEARING ACCOUNT	\$23,682.85	\$21,089.20
	Total For Clearing Account	\$20,242.85	\$17,858.20
Accumulated Funds			
9000-00-00	ACCUMULATED FUNDS	\$6,179,121.27	\$5,923,480.35
	SURPLUS/DEFICIT FOR YEAR	\$255,640.92	\$2,855,758.19
	Total For Accumulated Funds	\$6,179,121.27	\$5,923,480.35
	Total For Liabilities And Equity	\$8,702,389.06	\$8,251,829.32

Revenue & Expenditure Statement - Year: 2021 Period: 12

Account	Description	This Year	Last Year
INCOME			
Recurrent Income			
0110-00-00	TUITION FEES	\$439,187.16	\$277,882.50
0111-01-00	SIBLING DISCOUNT ON TUITION		\$5,745.00
0111-02-00	FAMILY REMISSION - HARDSHIP	(\$8,650.09)	(\$4,525.00)
0111-02-01	SPECIAL/HARDSHIP DISCOUNT ON TUITION	(\$3,525.00)	(\$7,602.83)
0111-03-00	SCHOOL CARD DISCOUNT ON TUITION FEE	(\$23,540.00)	(\$13,760.00)
0111-04-00	EARLY PAYMENT DISCOUNT	(\$5,560.00)	(\$4,750.00)
0111-08-00	OTHER DISCOUNT	(\$23,245.00)	
0111-19-00	FINANCIAL REMISSION COVID19		(\$123,265.00)
0120-00-01	COMPOSITE FEE		\$197,820.00
0120-00-02	TECHNOLOGY FEE		\$67,650.00
0230-00-00	SUNDRY INCOME	\$1,765.74	\$20,156.47
0230-00-01	INTRA-SCHOOL ACTIVITIES	\$390.00	\$270.00
0230-00-02	DISCO	\$95.00	
0230-00-03	EXTRA-CURRICULAR SPORTING ACTIVITIES	\$2,275.00	\$1,705.00
0230-00-07	Year 6 Jumpers	\$1,630.45	
0232-00-04	SOCCER TOP HIRE	\$2,195.00	
0235-00-00	CANBERRA TRIP		\$7,080.00
0235-00-01	R/1 Camp income	\$4,900.00	
0270-00-01	Year 6 Graduation	\$2,180.18	\$2,202.00
0270-00-02	SCHOOL CONCERT	\$5,245.00	
0290-00-00	APPLICATION FEES	\$1,745.35	\$2,730.88
0510-00-00	INTEREST INCOME	\$1,762.30	\$2,253.49
0530-00-00	DONATIONS FOR RECURRENT PURPOSES	\$550.00	
0530-01-00	COMMISSION RECEIVED	\$3,025.46	\$44.00
0550-01-00	CEO INCOME - TRT	\$706.02	\$505.41
0550-01-01	FUNDED PROF. DEVELOPMENT	\$350.00	
0590-03-00	Other Recurrent Income	\$13,365.66	
0590-05-00	SALARY REIMB-Teaching-CEO/Systemic Catho	\$13,838.23	
0590-07-00	SALARY REIMB-Outside CEO/Systemic Cathol	\$4,391.62	
0591-00-00	LONG SERVICE LEAVE	\$26,907.39	\$29,273.36
0591-01-00	LONG SERVICE LEAVE - NON TEACHING	\$18,912.72	
0593-00-00	PAID PARENTING LEAVE		\$423.30
0594-00-00	CPF ALLOWANCE/PERSONAL CARE ALLOWANCE		\$4,106.25
0598-00-00	CCI REBATE		\$2,064.46
0600-01-00	STATE GOVT RECURRENT GRANTS PER CAP	\$553,506.00	\$462,295.00
0700-01-00	C/W - PER CAPITA	\$1,911,885.00	\$1,502,616.00
0700-02-00	C/W - MISC		\$2,450.00
0700-04-00	C/W EAL - NEW ARRIVALS	\$2,955.60	\$6,870.00
0700-07-00	C/W - STUDENTS WITH DISABILITIES	\$3,800.00	
0700-12-00	C/W - INDIGENOUS EDUCATION		\$2,500.00
0700-19-00	COVID 19 Office Support		\$84,559.39
0700-26-00	SPORTING SCHOOLS GRANT	\$8,720.00	\$6,655.00
0700-31-00	SICK LEAVE REIMBURSEMENT - NON TEACHING	\$8,631.53	
0700-37-00	NON GOVERNMENT SCHOOL REFORM SUPPORT FUN	\$4,001.00	
0700-43-00	CHOICE & AFFORDABILITY FUNDING	\$23,000.00	
0700-46-00	COVID Cashflow Boost		\$100,000.00
	Total Recurrent Income	\$2,997,387.32	\$2,635,964.56
Capital Income			
0910-00-00	STATE GOVERNMENT CAPITAL GRANTS		\$2,648,337.00
0920-00-00	CAPITAL FEES&LEVIES (EXCL.FFPOS)	\$37,042.84	\$33,020.00
0930-02-00	CAPITAL LEVY	\$39,000.00	\$520.00
0930-09-00	CASH DONATIONS - P&F / OTHER	\$20,000.00	\$22,000.00
0960-00-00	PROFIT FROM SALE OF FIXED ASSETS		\$20,000.00
	Total Capital Income	\$96,042.84	\$2,723,877.00
EXPENDITURE			
Tuition Expenses			
1010-01-00	TEACHER SALARIES - LAY	\$1,300,387.44	\$1,024,103.43
1032-00-00	TEACHER SALARIES - CASUAL RELIEF	\$31,638.20	\$42,642.02
1040-00-00	Principal Car/Centa Vehicle cost	\$266.61	
1080-00-00	CONTRACT TEACHING	\$18,596.66	\$141,776.38
1200-00-00	SALARIES - AIDES & ASSISTANTS	\$155,139.69	\$113,914.51
1300-00-01	R/1 Blue classroom expenses	\$2,678.76	\$2,488.64
1300-00-02	R Gold Classroom expenses	\$2,234.11	\$1,548.55
1300-00-03	Yr 1/2 Red Classroom expenses	\$752.46	\$758.09
1300-00-04	Yr 2 Green Classroom expenses	\$1,124.35	\$1,913.70
1300-00-05	Yr 3/4 Brown Classroom expenses	\$1,000.03	\$1,274.67
1300-00-06	Yr 4/5 Purple expenses	\$1,006.67	\$1,148.66
1300-00-07	Yr 5/6 White Classroom expenses	\$1,432.23	\$1,019.04
1300-00-08	Rec Orange classroom expenses	\$303.37	
1310-01-00	LIBRARY MATERIALS	\$642.67	\$394.92

Revenue & Expenditure Statement - Year: 2021 Period: 12

Account	Description	This Year	Last Year
1310-02-00	LIBRARY BOOKS	\$895.04	\$584.07
1320-00-01	CURRICULUM COSTS	\$13,699.66	\$4,966.62
1320-00-03	RELIGIOUS EDUCATION	\$903.31	\$1,623.22
1320-00-04	TENISON GREEN TEAM		\$113.65
1320-00-06	DIGITAL TECHNOLOGIES & ROBOTICS	\$8,187.01	
1320-00-07	FOOTSTEPS - THE ARTS		\$5,572.27
1320-00-08	SCHOOL CONCERT	\$5,939.88	
1320-00-12	WUSHKA	\$2,100.05	\$1,849.95
1320-00-14	SPECIAL ED	\$837.17	\$715.13
1320-00-15	MATHLETICS	\$4,213.88	\$3,488.54
1320-00-16	CHOIR	\$1,531.00	
1320-00-17	DISCO		\$350.00
1320-00-19	ICT	\$788.80	\$2,277.41
1320-00-20	Year 6 Jumpers	\$693.82	\$45.45
1320-00-21	Year 6 Graduation	\$2,679.17	\$2,398.04
1320-00-22	STUDENT WELL BEING	\$3,451.01	\$4,766.11
1320-00-24	Miniit/Multit	\$2,070.79	\$1,130.00
1320-00-26	ACER LICENCE (OARS)	\$281.82	
1340-00-00	SCHOOL CARD DISCOUNT - RESOURCE FEE		\$3,200.00
1340-00-01	CANBERRA SPECIAL DISCOUNT		\$625.00
1390-00-00	WAN/VPN & TECHNICAL SUPPORT	\$17,297.17	\$20,641.86
1400-00-01	SPORTS EXPENSES & MATERIALS	\$8,183.51	\$11,745.34
1401-00-01	EXTRA CURRICULAR SPORTING ACTIVITIES	\$3,662.54	\$2,211.94
1450-00-01	SWIMMING/AQUATICS	\$9,545.36	\$12,372.43
1450-00-02	Year 6 Camp	\$4,443.64	\$5,477.07
1450-00-03	EXTRA CURRICULAR SPORTING ACTIVITIES		\$181.82
1450-00-04	R/1 Blue Excursion expense	\$1,434.64	\$265.24
1450-00-05	R/1 Gold Excursion expense	\$1,434.64	\$265.24
1450-00-06	Yr 1 Red Excursion expense	\$1,242.18	\$265.24
1450-00-07	Yr 2 Green Excursion expense	\$966.91	\$765.60
1450-00-08	Yr 3/4 Brown Excursion expense	\$1,552.91	\$929.78
1450-00-09	Yr 3/4 Purple Excursion expense	\$1,500.91	\$929.78
1450-00-10	Yr 5/6 White Excursion expense	\$2,116.91	\$816.66
1450-00-11	YR R/1 Camp expense	\$390.00	
1700-00-00	WORKERS COMPENSATION (Tuition)	\$19,297.71	\$20,132.27
1750-00-00	SUPERANNUATION SGL	\$129,564.03	\$87,252.56
1750-00-01	SUPERANNUATION DEFINED BENEFITS		\$14,307.50
1760-00-00	SUPERANNUATION - SPEC ED SUPPORT	\$15,129.85	\$10,852.17
1810-00-00	ANNUAL LEAVE	\$29,319.61	(\$16,924.80)
	Total Tuition Expense	\$1,810,558.18	\$1,539,173.77
Administration Expenses			
2000-01-00	SALARIES - ADMINISTRATION	\$110,120.45	\$116,751.83
2000-02-00	SALARIES - FINANCE	\$75,622.99	\$54,619.52
2112-00-00	MAINTENANCE - CONTRACTORS	\$27,450.34	\$33,545.26
2113-00-00	MAINTENANCE - MATERIALS	\$2,745.37	\$1,191.55
2122-00-00	GARDENS & GROUNDS - CONTRACTORS	\$38,642.73	\$38,694.20
2123-00-00	GARDENS & GROUNDS - MATERIALS	\$2,562.26	\$1,894.18
2132-00-00	CARETAKING & CLEANING - CONTRACTORS	\$47,575.07	\$38,686.11
2133-00-00	CARETAKING & CLEANING - MATERIALS	\$292.54	\$1,831.85
2134-00-00	SECURITY	\$3,104.47	\$8,957.97
2220-00-00	SUPERANNUATION - NGS	\$16,412.71	\$16,145.18
2251-00-00	ELECTRICITY	\$21,675.34	\$10,197.64
2270-00-00	COUNCIL RATES	\$12,110.80	\$18,216.50
2271-00-00	WATER RATES	\$23,242.02	\$21,877.33
2273-00-00	EMERGENCY SERVICES LEVY	\$3,945.84	\$3,139.05
2300-00-00	INSURANCE-GENERAL	\$23,138.53	\$26,791.80
2390-00-00	COMPUTER EXPENDITURE - ADMIN/MAINT	\$35,804.65	\$27,571.58
2400-00-00	GENERAL OFFICE - INCL FIRST AID	\$7,068.71	\$4,208.28
2410-00-00	PRINTING MATERIALS	\$1,522.71	\$1,574.56
2420-00-00	POSTAGE	\$115.39	\$300.00
2430-00-00	TELEPHONES	\$1,050.83	\$7,463.81
2435-00-00	PHOTOCOPIER RUNNING COSTS	\$4,488.33	\$2,439.22
2440-00-00	BANK CHARGES	\$783.30	\$783.06
2450-00-00	AUDIT FEES	\$3,290.00	\$2,550.00
2470-00-00	PROFESSIONAL FEES	\$214.00	\$11,811.77
2480-00-00	ADVERTISING - GENERAL	\$4,089.45	\$4,582.81
2500-00-00	MOTOR VEHICLE		\$5,567.68
2520-00-00	CARTAGE & FREIGHT	\$36.81	
2600-01-00	LONG SERVICE LEAVE LEVY	\$31,092.36	\$33,547.70
2600-03-00	PAID PARENTING LEAVE LEVY	\$11,104.42	\$12,780.08
2600-04-00	CEO STUDENT LEVY	\$11,102.00	\$10,187.00
2600-05-00	SCHOOL DEVELOPMENT FUND LEVY		\$61,558.57
2600-06-00	COPYRIGHT LEVY	\$2,555.10	\$3,844.26
2600-07-00	PROFESSIONAL INDEMNITY INSURANCE	\$793.25	\$826.20

Revenue & Expenditure Statement - Year: 2021 Period: 12

Account	Description	This Year	Last Year
2600-08-00	CHILD PROTECTION (ARCHDIOCESE)	\$2,672.00	\$2,591.20
2600-09-00	CPF ALLOWANCE LEVY	\$1,650.82	\$1,979.67
2600-10-00	CIVICA FINANCE LEVY	\$3,458.00	\$3,034.39
2600-11-00	Human Resource Information System Levy	\$1,612.00	
2600-12-00	Educational Capital Levy	\$61,741.00	\$1,346.40
2600-13-00	RETURN TO WORK REHABILITATION LEVY	\$263.90	\$230.46
2600-20-00	WHS LEARNING MANAGEMENT SYSTEM	\$88.00	
2600-21-00	SACPPA LEVY	\$819.00	\$691.38
2600-22-00	SEQTA LEVY	\$4,287.23	\$4,523.66
2600-23-00	EMPLOYMENT PRACTICES LIABILITY INSURANCE	\$470.12	\$427.39
2600-24-00	SACPSSA LEVY	\$760.00	\$684.00
2620-00-00	SUBSCRIPTIONS	\$5,252.37	\$3,315.14
2661-01-00	SIP EXPENDITURE	\$1,500.00	
2661-02-00	STAFF TRAINING-GENERAL TEACHING-LAY	\$24,317.83	\$13,614.74
2664-02-00	STAFF TRAINING-NON-TEACHING	\$825.56	\$496.81
2670-00-00	WHS	\$316.64	\$68.23
2710-00-00	INTEREST - LOAN	\$59,318.52	\$71,019.98
2730-00-00	LEASE PAYMENTS - COMPUTING		\$34,188.75
2800-00-00	CATERING/FUNCTIONS	\$1,526.64	\$950.49
2800-00-01	CATERING/FUNCTIONS - STAFF	\$3,054.41	\$3,574.52
2800-00-02	FLOWERS/GIFTS	\$1,339.80	\$561.80
2890-00-01	PRINCIPAL IMPREST ACCOUNT	\$756.36	\$1,437.26
2890-00-02	PARENT WORKSHOPS	\$4,100.00	
2930-00-00	BAD DEBTS EXPENSE	\$2,789.06	\$8,489.20
2940-02-00	FIXED EQUIP & IMPROVEMENTS	\$5,425.00	\$8,216.45
2940-03-00	FURNITURE & EQUIPMENT <\$1000	\$2,487.90	\$2,110.00
2940-04-00	ICT EQUIPMENT >\$1000	\$1,660.74	\$4,220.35
2950-00-00	DEPRECIATION - BUILDINGS	\$214,502.37	\$138,942.48
2960-00-00	DEPRECIATION- FURNITURE & EQUIPMENT	\$45,387.43	\$25,730.30
2970-00-00	DEPRECIATION - COMPUTERS	\$56,023.60	\$24,258.46
2990-00-00	LOSS ON SALE OF FIXED ASSET	\$4.06	\$26,076.82
2997-01-00	GST EXPENDITURE - ROUNDING	\$0.64	\$0.50
	Total Administration Expenses	\$1,032,163.77	\$966,907.38
TRADING ACTIVITIES			
Trading Account Income			
4500-00-00	CLOTHING POOL - INCOME	\$30,816.20	\$22,211.00
4600-00-00	OHSC - FEES	\$44.00	
4900-00-00	P&F - INCOME	\$39,898.28	\$28,963.50
	Total Trading Account Income	\$70,758.48	\$51,174.50
Trading Account Expenses			
4550-00-00	CLOTHING POOL - EXPENSES	\$25,927.49	\$20,213.22
4950-00-00	P&F - EXPENSE	\$39,898.28	\$28,963.50
	Total Trading Account Expenses	\$65,825.77	\$49,176.72
	Net Profit (Loss) Before Tax	\$255,640.92	\$2,855,758.19

CAPITAL SPENDING 2021				
Asset Item	Closing Balance 2020	Closing Balance 31 Dec 2021	Total Spending	
Freehold Land at Valuation	\$ 1,968,093.43	\$ 1,968,093.43	\$	-
Buildings	\$ 5,224,979.12	\$ 5,174,979.12	-\$	50,000.00
Fixed Equipment & Improvements	\$ 1,128,551.70	\$ 1,146,643.32	\$	18,091.62
Furniture and Equipment	\$ 378,273.24	\$ 390,976.92	\$	12,703.68
Computer Equipment	\$ 260,019.48	\$ 205,440.74	-\$	54,578.74
WIP		\$ -	\$	-
TOTAL CAPITAL			-\$	73,783.44
Buildings at Cost				
Total Buildings at Cost			-\$	50,000.00
Fixed Equipment and Improvements <\$1,000			\$	5,425.00
Fixed Equipment and Improvements			\$	18,091.62
Total Fixed Equipment and Improvements			\$	23,516.62
Furniture and Equipment <\$1000			\$	2,487.90
Furniture and Equipment			\$	12,703.68
Total Furniture and Equipment			\$	15,191.58
Computer Equipment <\$1000			\$	1,660.74
Computer Equipment			-\$	54,578.74
Total Computer Equipment			-\$	52,918.00
Total Spend			-\$	64,209.80
		BREAKDOWN OF CAPITAL SPENDING 2021		
			\$	9,573.64
			\$	51,785.98
			-\$	125,569.42
			-\$	64,209.80
			-\$	3,000.00
			-\$	14,000.00
			-\$	5,000.00
			-\$	20,000.00
		OVERSPEND FOR CAPITAL 2021, covered by surplus to budget &/or cash reserves		
			\$	19,359.62
		Accruals @ 31 December 2021		
			\$	500.00
			\$	24,450.00
			\$	4,870.00
			\$	39,980.00
			\$	11,900.00
			\$	7,990.00
			\$	160,335.00
			\$	13,066.00
			\$	22,754.00
			\$	285,845.00
		ACCRUED EXPENSES for 2021, approved by Finance Committee & School Board to be purchased from cash reserves		
			\$	285,845.00
		TOTAL FOR CAPITAL 2021, covered by surplus &/or cash reserves		
			\$	305,204.62

2022 Proposed Budget

Description	2022 Budget
INCOME	
Commonwealth Government Grants	
C/W - PER CAPITA	2174294
	2174294
State Government Grants	
STATE GOVT RECURRENT GRANTS PER CAP	530450
	530450
Income Recurrent	
TUITION FEES	433502
MISCELLANEOUS	5000
	438502
Income Other	
INTEREST INCOME	3000
	3000
Income Capital	
CAPITAL FEES & LEVIES	38033
	38033
Trading Accounts	
UNIFORM SHOP	20000
PARENTS AND FRIENDS	10000
	30000
Total Income	3214279
EXPENDITURE	
Expenditure Teaching Salaries	
TEACHER SALARIES - LAY	-1351648.00
TEACHER SALARIES - CASUAL RELIEF	-48000.00
CONTRACT TEACHING	-6000.00
SALARIES - AIDES & ASSISTANTS	-200583
SUPERANNUATION SGL	-137489
SUPERANNUATION - SPEC ED SUPPORT	-20215
WORKCOVER	-24000
	-1787935
Expenditure Classroom/Teaching	
EDUCATION RESOURCE COSTS	-100897
IT COSTS	-25000
OTHER TUITION EXPENDITURE	-8500
EXCURSION	-29595
	-163992

Description	2022 Budget
Expenditure Admin Salaries	
SALARIES - ADMINISTRATION	-207283
SUPERANNUATION - NGS	-21156
	-228439
Expenditure Administration Other	
MAINTENANCE - CONTRACTORS	-62500
GARDENS & GROUNDS - CONTRACTORS	-47500
CARETAKING & CLEANING - CONTRACTORS	-60000
INSURANCE-GENERAL	-30000
ADMINISTRATION COSTS	-116400
STAFF TRAINING-GENERAL TEACHING-LAY	-50000
STAFF TRAINING-NON-TEACHING	-3500
	-369900
Expenditure Utilities & Rates	
UTILITIES	-97550
	-97550
Expenditure Levies	
CEO LEVIES	-142758
	-142758
Expenditure Interest	
INTEREST - LOAN	-43487
	-43487
Expenditure Depreciation & Assets	
ASSETS <\$1000	-3000
	-3000
Trading Accounts	
UNIFORM SHOP	-18000
PARENTS AND FRIENDS	-10000
	-28000
Total Expenditure	-2865061
Net Profit/Loss	349218
Non-Current Assets	
FIXED EQUIPMENT & IMPROVEMENTS	-95000
FURNITURE & EQUIPMENT	-20000
COMPUTER EQUIPMENT	-78000
	-193000
Current Liabilities	
BREAKOUT SPACES LOAN PAYMENT	-28248.00
6&8 BICKFORD ST LOAN PAYMENT	-121537.00
	-149785.00
Total Budget 2022	6433

RELIGIOUS IDENTITY AND MISSION – Rita Campbell

In 2021 the school motto “In All Things Love” continued to be our focus. All teaching and learning, events, policy reviews, activities, learning conversations, professional development reminded us to include love in all things. These words from St Mary MacKillop kept our focus on the Josephite charism. A gift given for the good of all people. It is through the spirit working within people that the gift or charism is given. At TWCS we endeavour that all students, staff and families are formed in the Josephite tradition and when they leave our school taking these words as action – “Never see a need without doing something about it.”

Considering this and with restrictions changing and interrupting the regular flow of the school year, we endeavoured to maintain some important events:

- class liturgies and masses
- Caritas Carnival
- Ash Wednesday
- Holy Week
- Vinnies Winter and Christmas Appeal
- Sacramental Program
- Catholic Schools Open Week
- significant feast days e.g., St Joseph, St Mary MacKillop, St Aloysius
- Staff Reflection Day
- Religious Literacy Assessment Test for Year 4s (ReLAT)
- end of year events e.g., graduation dinner and Mass
- Remembrance Day attendance at our local council ceremony
- Year 6 camp and
- Woods Week

We also continued to build our relationship with the parish and neighbouring Catholic school, St John Bosco, by sharing the responsibility of the Sacramental Program, inviting the Year 5/6 children to our Carly Ryan cyber safety workshop, hosting Fr Peter’s farewell plus various parish events on our school oval.

Other events that involved our community were:

- Mother’s Day and Father’s Day prayer and gift
- 200 Years of Catholic Education Mass attendance at St Francis Xavier’s cathedral
- Catholic Charities Pyjama Day
- Social Work student from Flinders University completing their 500-hour placement during Term 3 and 4.
- National Reconciliation Week Liturgy and activities
- Learning Showcase in Reception classes

Our Catholic Identity was further enhanced by re-establishing the vegetable garden, celebrating World Environment Day and Clean Up Australia day.

Fr Julian Tenison Woods was an environmentalist so any chance we had to highlight the care for creation was co-ordinated by our Green Team including Wrapper Free lunchbox competitions. Both Reception classes also attended a Water Wise Sustainability Fair at

St Mary's College to begin their learning about seedlings, water and composting which they then shared with other members of the school community.

The Crossways curriculum was supported by new documents. Scripture: Scope and Sequence. Staff were introduced to scripture from the Old and New Testament which are used to compliment the Knowledge strands of Sacred Texts, God, Faith and Us, Church and the World, Moral Life, Sacramentality and Prayer which are taught each year.

Further professional development occurred during staff meetings where staff shared their knowledge of teaching RE and shared resources as well as delved into the new Catholic Identity intranet designed by Catholic Education SA.

Staff continued to build professional knowledge with another staff member completing their Graduate Certificate in Religious Education while another two have taken up the study. This is a two-year course organised through UniSA and Catholic Education SA which all staff are required to complete within the first 5 years of their teaching in a Catholic school. Currently we have seven staff who have already completed or are in the process of completing this study.

To highlight even further the living of our motto – In All Things Love which carries the Josephite charism is the Year 1 /2 Red class who discussed the plight of displaced Afghani families who arrived in Adelaide.

The students made cards and collected stationery for the children who were in quarantine for 2 weeks. The students discussed what they would want to know if they had to live in another country and what they would need during quarantine. The cards and parcels of love were delivered to the hotels and passed on to families.

Finally, the Year 5/6 class also discussed the plight of the Afghani families and used this as an opportunity to learn financial management and go shopping to a local department store to buy personal items for children and their families. They even decorated the parcels which were decorated to AMES Australia.

The community continues to grow, learn, include, love and share its faith in so many ways. As the community becomes more multicultural with festivals, religions, traditions discussed in classroom during the year it allows our own Catholic faith to grow and become inclusive.

I thank all families for their support, understanding, considerations and indeed hard work as we continue to do all things in love together and I look forward to enjoying the year ahead.

Rita Campbell



LEADER OF LEARNING – Sarah Byrne

Visible Learning

As 2021 commenced the Tension Woods Catholic School community, along with other schools in the western region, became an 'Early Adopter' of the Clarity Learning model, which is being implemented by Catholic Education as a sector.

This was well complimented as the school entered its third and final year of our Visible Learning Project with our Corwin Visible Learning leader, Lyn Coote.

We continued to develop a culture in which students are the agents of their own learning, following a progression of learning outcomes. Our students have a shared language of learning, understanding what the Learning Intention is for each subject and what criteria they need to meet to be successful.

We also worked to develop a culture where students were encouraged to seek feedback, from their educators and peers. Students used 'Bump It Up' walls as a strategy for self-feedback to improve their learning outcomes.

We started the year with all educators and leaders attending a full day of professional development focusing on how students learn. This included looking closely at SOLO (Structure of Observed Learning Outcomes) Taxonomy which provides a model for different levels of understanding, including surface, deep and transfer. As a staff we developed assessment activities that gave students the opportunity to display:

Surface learning - which is important when learning something new.

Deep learning - using surface knowledge to connect ideas.

Transfer learning - extending ideas into new contexts.

Early in the first term we met with Lyn to undertake a 'School Capability Assessment'. During this process we presented all the evidence we had collected across the school documenting where we were as a Visible Learning community. Lyn used the evidence to work with us to set our goals for the year.

One of these goals was to create a document of agreed practice which would ensure all educators were aware of the Visible Learning strategies, which are expected as part of the pedagogies used at Tension Woods Catholic School. This document was completed in Term 4 and was presented to all staff at the commencement of Term 1 2022.

In July we participated in a Professional Development Day with Lyn Coote to further develop our knowledge of how learners learn. In this session we discussed students not only taking ownership of their own learning but allowing student to be part of co-constructing the learning. For example, students working with educators to construct the learning intentions, success criteria and offer feedback to develop rubrics and bump it up walls.

As part of our work as early adopters of the Clarity Model Tension Woods hosted a meeting of all the early adopter schools in the western region. The visiting educators were invited to look through our classrooms and I was able to share not only the Visible Learning practices used across

the school but allowed our visitors to hear our students talk about their learning through video evidence I had captured.

ATSI (Australian and Torres Strait Islander) Focus Day

During Reconciliation Week Heather Docherty and I planned and provided the opportunity for all students and staff to:

- participate in a whole school liturgy, led by our Indigenous students.
- listen to Indigenous stories.
- play a variety of Indigenous games.
- try Indigenous food such as Green Ant Marmalade and Bush Apple jam.
- use teamwork to complete a range of Indigenous puzzles.
- create a whole school 'Reconciliation - more than a word' banner inspired by the colours of the artwork by indigenous artist, Jessica Johnson.
- listen to a parent from Kolkotha country share the traditional Indigenous experiences of herself and her son, Kaylan.
- reflect on what they had participated in and what they learned on the day.

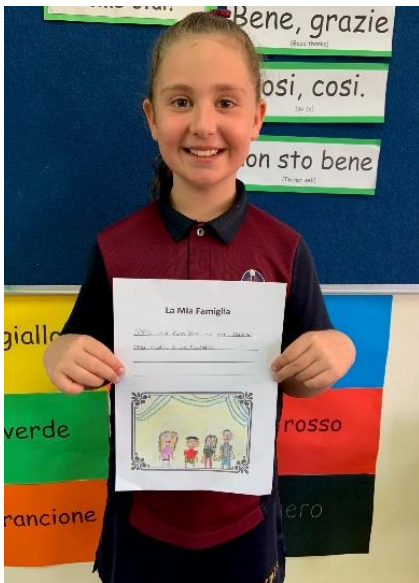


During 2021 both Heather Docherty and I created and submitted bodies of evidence to be recognised as Lead Teachers by The South Australian Teacher Certification Committee. Heather was certified as a Lead Teacher in November 2021 and I was certified in February of this year.

Sarah Byrne
Leader of Learning

ITALIAN – Daniela Larritt

In 2021, Italian lessons incorporated hands on and interactive learning experiences. Junior primary classes used tactile materials to learn their numbers and colours, and they were given opportunities to utilise their iPads to create photo stories. The middle and upper primary classes were involved in research projects, and they were challenged to reach a new confidence with their number knowledge. We also focused on greetings, Italian traditions, and sentence structure. It was a wonderful 6months of learning.



SCHOOL SPORT – Tom Atyeo

2021 was once again an extremely busy year for school sport at TWCS and school sport was at times affected by COVID-19.

Master Blaster Cricket

Master Blaster Cricket was offered again in 2021 in the same format as last year. This was offered to our Reception to Year 3 students and over term 1 and 4 we had 15 students participate in this sport offered through the Western Primary Schools Cricket Competition. This is equal to the numbers from last year. It was fantastic to see many of our Reception and Year 1 students displaying a huge amount of enthusiasm towards their cricket. I would like to acknowledge Yashmeet Sandhu and Brad de Vries for their efforts in coaching the teams.

Soccer

It was fantastic to see school soccer back in 2021 after Covid-19 saw the season cancelled in 2020. Soccer has always been popular here at TWCS and 2021 was again an example of this. From Reception to Year 6 we had 38 students play soccer for the school and we had teams in U/6, U/7, U/8 and U/10. I would like to acknowledge the huge effort made by the families and parents of these players as many acted as Covid Marshalls, team officials and linespersons. In particular I would like to thank Kirsty Miller, Brad de Vries, Alison Pirone, Justin Storr and Kath D'Aloia for coaching and managing these soccer teams.

Netball

This year we had 28 students represent the school in netball over three teams which is equal to our 2021 participation. We had a Year 3 and two Year 4/5 teams in the South Australian Junior Netball Association competition in the southern division. We continued to host a number of Friday afternoon games for the two Year 4/5 team and the Year 3 team played their games on Saturday mornings. The season held mixed results for the teams as they came up against some very strong opposition, however they were able to taste success in a number of games. I would like to acknowledge Bernice Arentz and Michelle Mellar for their efforts in coaching the teams throughout the season. In particular I would like to thank Bernice as she coached both the Year 3 and a Year 4/5 teams.

Basketball

This year continued to see teams entered into the mid-week basketball competition at Wayville Sports Stadium. We had 68 students participate over 9 teams in Term 1 and 4. Basketball has become the most popular sport at TWCS with almost double the amount of students participating in Basketball than other sports.

We had three Mixed R/1 teams, two Mixed Year 2/3 teams, two Year 3/4 Boys teams, a Year 5/6 Girls team and a Year 5/6 Boys team. I would like to acknowledge Gen Scatena, Katie Collis, Jane O'Donough, Tyson Garam, Tenille White, Mark Pryor, Sam Sneath, Kath D'Aloia, Lee Wearn and Angela and Andrew Leigh for their efforts in coaching the teams throughout the season.

Sporting Schools Grant Funding

In 2021 we were successful in receiving Sporting Schools funding in terms 1, 2 and 3. With these grants we were able to book SACA run cricket clinics in term 1, Netball SA clinics in term 2 and the Football Australia program in term 3. All of these opportunities consisted of a 4 week program with a weekly session for all of the classes. All of the programs strongly supported the PE and Health and The Arts outcomes from the Australian Curriculum.

SACPSSA Carnivals

In 2021 the school participated in a number of different SACPSSA carnivals. The carnivals were at times affected by the COVID-19 situation and restrictions however, all carnivals went ahead in some capacity. Over the year the school had students participate in the Swimming, Netball, Cross Country, Touch Football and Athletics carnivals. The Netball and Touch Football carnivals were attended by all students from Year 3 to 6 as part of the PE curriculum and were a culmination of these sports being taught during PE lessons.

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. These students were acknowledged throughout the year in the school newsletter.

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. 2021 brought the end of me undertaking the Sports Coordinator role so I would like to thank everyone for their support over my time in this role.

Tom Atyeo



STEM – Kim Martin

DIGITAL TECHNOLOGIES 2021

To support and extend the learning opportunities available to teachers and learners at TWCS, our children had access to iPads and MacBooks across all year levels. Kim, Our Digital Learning specialist educator worked with each class teacher and their class to plan and purposefully integrate digital technologies learning into the curriculum as well as critical and creative thinking skills. We purposefully designed the collaborative planning and team teaching to enable classroom teachers to be supported whilst they become familiar with the content and skills of the digital technologies curriculum area. This has looked different across the year levels dependent on the curriculum area technology was integrated in, the learning outcomes for the year level and individual learner's strengths and needs.

A few of the highlights from 2021 include

SEEDS IN SPACE PROJECT

The Year 5/6 White class were involved in a project with the one Giant Leap Foundation in association with Australian Space Agency and collaborating with JAXA (Japan Aerospace Exploration Agency) called '**What will happen to the Wattle?**' in Semester 2. This involved preparing and planting wattle seeds that had spent 6 months on the international space station and then was supposed to involve collecting data about their care and growth. Unfortunately, none of our seeds germinated but it was an amazing experience to speak with astronauts and support them in real life research. For further information about this project go to <https://seedsinspace.com.au/whtw/>.



ANDY THOMAS SPACE PROJECT

The Year 5/6 were involved in the Makers Empire and the Andy Thomas Space Foundation space-themed STEM pilot project for primary schools. We were one of 8 schools chosen in the state to participate.

Our learning intentions included

- How are satellites helping people and places on earth right now?
- Learning about Space Junk and the impact space junk would have if it hits the ISS (International Space Station)
- How Might We protect the ISS from space junk to minimise the needs for emergency manoeuvres & damage

The project included

- professional learning about Design Thinking and STEM for Tom Atyeo and Kim Martin
- A brand new 3D printer
- Support for learners to plan and participate in a design thinking challenge with a space theme
- Showcase to share our work with the Premier and other important guests in November

For more information please visit [Makers Empire](#)



AEROSPACE AVIATION AUSTRALIA - SPACE MISSION 2040

1/2 Red and 2 Green took part in Women in Aerospace 2021 Space Mission 2040. Our STEM design challenge was to build a transportation device to rescue a family stranded on Venus. Kim worked with both classes as we worked through the design thinking process and created some amazing rockets and other new kinds of space vehicles to rescue the family and learnt a lot about Venus and space travel in the process. For more information about our mission please visit <https://www.aviationaerospace.org.au/news/8/space-mission-2040-grade-2-competition>.

ARCHBISHOP XMAS CARDS - STEAM x ART

Our STEM sessions in 1/2 Red and 2 Green in Term 4 included the challenge to design a digital piece of art for a Christmas Card in the style of Henri Matisse or Tiff Manuelle.

We spoke about Christmas colours, images of Christmas, as well as the similarities and differences between these two artists styles. One artist is from France in the early 1900's and the other is a living artist today from Adelaide. We used the app Tayasui School Sketches to create our amazing and stunning designs.

I wanted to make them all into Christmas cards1 The Art work was amazing. We even trialled turning our art work into augmented reality pieces.

WELLBEING – Courtney Quigley

In 2021, I was appointed the role of Well-Being coordinator at TWCS. A number of areas continued to be a focus and a number of new initiatives were implemented.

Staff Well-Being

As a staff, we unpacked the meaning of Well-Being and Mental Health for ourselves, students and community. We re-familiarised ourselves with the pedagogy of what we had learnt in the past including the use of Positive Psychology and Choice theory. We had many round table formal and informal discussions about our beliefs and knowledge around what Mental Health looked like and what it meant to *Flourish* – both individually and for the students in our care. We celebrated our own Well-Being with staff meetings and staff celebrations which allowed us to connect in our relationships. We introduced a Friday morning coffee run, which saw the staff meet early Friday morning to chat, debrief and catch up, developing a strong sense of collegiality and support among the staff.

Pulse Survey Check In

Each term in week 5 the students are asked to take part in the Pulse Survey Check in. This is an initiation from CESA and all Catholic school students complete the survey. The survey is conducted online and designed to be child friendly for Year R-6 students. The students are asked questions around their well-being, learning and sense of connection within their school, classroom and learning environment. The results of this survey are then collated and examined by leadership. Feedback is given to classroom teachers and relevant staff about how students are feeling and what actions we can put in place to best to support the students and staff.

What's the Buzz?

In term 3 we introduced the social and emotional program 'What's the Buzz?'. What's the Buzz? is a unique social and emotional skills programme, written by Mark LeMessurier and Madhavi Nawana Parker, and is based on an extensive body of research believed to stimulate social thinking and accomplish powerful outcomes. Three of our ESO's Gaby, Rosemary and Leticia, were trained in the programme and worked with small groups of children across all year levels for the remainder of the year.

Parent Information Sessions

Due to Covid we were restricted in what we could offer our parents in terms of workshops, however with great excitement in June of term two, we had our first parent information session. Sylvia Habel, the director of Leading Potential and psychologist ran this session. The focus of this first session was to share ideas and strategies about raising today's kids, building happier families and becoming more confident with parenting. This session was a big success with more than 35 parents in attendance.

In early term 4, we offered another informative parent information session from the Carly Ryan Foundation. We were fortunate enough to have Sonia Ryan herself run this cyber safety information session for parents. Given the importance of this session we offered it out to our family and neighbouring community school St John Bosco. We had over 75 parents (the majority from our school) attend this highly informative, emotional, resourceful and challenging session.

Initiatives:

Throughout the year there are a large number of specific initiative to support Well-Being:

The main ones we touched on in 2021 were:

Harmony Day: Harmony day was created to celebrate unity and diversity. On this day students were asked to wear a splash of Orange. Nicole Puopolo took on this initiative and ran this day. The day involved students and staff participating in numerous activities around what Harmony Day meant and how we can be inclusive and celebrate our differences.

Bullying No Way Day: Individual class teachers worked with their students around this initiative. They looked at the website and programs and focussed on a specific area throughout the day.

R U Ok Day: R U Okay day in 2021 had the theme of R U *really* OK? As a whole school, we held a liturgy based on this theme and taking care of one another. Given the time of the year and the events of COVID it was an important message and exactly what was needed for our community. Throughout the day the students made badges for themselves and each other with a positive affirmation. We were encourage to ask ourselves and each other the question Are you okay?

Cyber safety: Years 4- 6 students were invited to attend the Carly Ryan Foundation cyber safety session. This information session was engaging, eye opening and challenging for the students and staff. It was extremely well run with the students having lots of fun, feeling heard and given an insight in to the positives and negatives of the internet and social media.

Well-Being Toolkit: In term 3, weeks 7- 10, we introduced a whole school focus on creating individual Well-Being toolkits. Each week for 45 minutes, students participated in a number of different activities based on their own Well-Being and what students could do to look after their well-being. There were a range of activities to support a positive growth mindset and a number of ideas for children to add to their Well-Being Tool kit. This included making stress balls and or jewellery, guided yoga, meditation and more. Students each received a calico well-being bag to decorate and add their ideas and strategies they had learnt about.

Well-Being Days

In 2021 we introduced Well-Being days. These days are designed for the students, staff and the community to acknowledge, value and connect with themselves and each other. The theory behind the day is for students to develop an understanding of their own Well-Being and the importance it plays in their day-to-day living. The activities allowed for reflection and communication with each other, our staff and themselves about who they are and how they meet their own Well-Being needs. During these days there was lots of laughing and smiling from our students and staff. The days included:

Well-Being is Number One

Students participated in dance, physical movement, guided meditation and art activities. Our day concluded with a sausage sizzle to say thank you to our students for a successful term and to let them know we are grateful for their hard work and the commitment they show at our school.

Test Your Limits

Students were challenged on this day in many ways - in their physical skills, collaboration skills and thinking skills. Students participated in guided mediation activities, games and puzzles. A disco was run by none other than D.J Signora, which included a limbo competition and cartwheel competition – a few staff also eagerly participated in this event. Outside organisation 'Active Education' ran a number of challenging outdoor activities, including some 'survival games'. The best news from this day was the feedback received from the Active Education Instructors. They stated that they were very impressed with the student's behaviour and engagement in the activities. The instructors were particular impressed with the relationships our students had with each other. From their connection in friendship groups to the support they gave each other across the year levels. It was welcomed, positive feedback for our students and school community.

Growing with Gratitude

The day linked with our Catholic Faith and Identity. We recognised what we are grateful for in our own lives. It was also a time to acknowledge those less fortunate than ourselves in our community. We used our 'Growing with Gratitude' day to support the Vinnies Christmas Appeal. All activities throughout the day were about the students learning and reflecting on what Gratitude is and acknowledging what we are grateful for in our own lives. Diana Dente from the front office built a Gratitude Tree and students placed their gratitude leaf on the tree. The day finished with a whole school liturgy and presentation to St Vinnies of our donations towards the Christmas appeal.

We know that Well-Being and learning are inextricably linked and so in order to see a growing and flourishing person (staff, student or parent) we need to ensure that our Well-Being is a priority. Much has been achieved in this area in 2021 and we look forward to continuing to make it a focus at TWCS well into the future.



P & F REPORT – Jess Rainsford

The Executive Positions of the P&F for 2021 were held by Jess Rainsford (Chair), Kirsty Miller (Secretary) and Michelle Mellar (Treasurer). The P&F committee members were Melissa Bond, Tenille White, Jane O'Donoghue, Ryan McBride and Rebecca Hein. I would like to thank and congratulate the entire committee on another successful year of both fundraising and providing community events despite the continued COVID-19 challenges.

Fundraising

The P&F held five major fundraisers in 2021: Wine Drive fundraisers in terms 1, 3 & 4, a Bunnings BBQ & a Quiz Night.

Many thanks to Kirsty Miller for her ongoing efforts in coordinating, sorting and distributing every wine fundraiser like a well-oiled machine!

Many thanks to Hilton Lawyers, in particular, Michelle Cahill, Leanne Carlson and Cassandra for all of your tireless effort in the organisation and running of the Quiz Night.

Thank you to our school families and the wider community for their tremendous support in raising a combined total of over \$10K!

Community Events

Welcome Coffee Morning - We began the year with a 'Welcome Coffee Morning' at Karma & Crow with approximately 20 in attendance. It was fantastic to see a mixture of new and existing faces.

Shrove Tuesday - We held the annual Shrove Tuesday Pancake Day on the 16th February.

Drinks on the Patio – We held a parents only social event on the 26th March. It was a fun night filled with lots of laughs and delicious nibbles held in the foyer of the new building.

Pasta Day – on the 16th June we held a Pasta Day for the staff & students. The sauce was lovingly made by the Maresca family. The kids absolutely loved it.

Bakers Delight Pizza Days – on the 25th August & 10th November we held a Pizza Day in partnership with Bakers Delight. We'd like to thank Bakers Delight Kurralt Park for their ongoing support to our community and offering us fantastic meal deals to provide to the children.

Twilight Picnic – During the School holidays (7th October) we held a Twilight Picnic. We had a fantastic turn out and it was lovely to see the kids across multiple year levels playing and having a great time. It was nice to reconnect as a community since COVID-19 has made it difficult over the last 2 years.

Mother's Day & Father's Day Stalls – The Mother's Day & Father's Day stalls were again very well supported. We supplied close to 1000 gifts to our amazing parents over both events.

Wellbeing Day Sausage Sizzles – The P&F supplied, cooked and served sausages for 2 of the Wellbeing Days held in 2021. Thank you to Bakers Delight Kurralt Park for donating bread to all of our students.

Unfortunately, we had to cancel a Parent Night Out event scheduled in June due to COVID-19 restrictions.

Ice Blocks (Terms 1 & 4) - We sold ice blocks in terms 1 & 4, five days a week, with record sales since moving to cashless QKR! sales. A big thank you to one of our parents Chris Simms from Peters Icecream for looking after us with account organisation and ordering.

Achievements

2021 has been a year of substantial financial donations to our community. The biggest contribution was \$20K towards the Court Resurfacing Project complete during the summer holidays.

We also purchased \$950 worth of new sandpit toys, 3 new soccer goals (totalling \$960) & donated \$250 towards a badge maker, requested by the school.

Recognition

I cannot adequately express my gratitude to the 2021 P&F committee. Not only for turning up to meetings, but for putting in the many hours behind the scenes which make fundraisers and events successful.

A thank you must also go to the businesses and organisations who have supported our fundraisers and events in 2021: Goodman Fielder Pty Ltd, Baa Moo Oink, Entwine, Hilton Lawyers, Schnithouse Hilton & Bakers Delight Kurralta Park.

To all members of our community who volunteered their time in 2021, we are truly thankful and blessed to have you in our community. We are unable to function without your assistance:

Kirsty & Dan Miller, Stu Rainsford, Tenille White, Mel Bond, Michelle Mellar, Ryan McBride, Fiona & Ray Cossey, Delmy Ramirez, Stella Charalambous, Jane O'Donoghue, Chris & Stella Chubb, Vinny Maresca, Gen Scatena, Nikola Manos, James Wells, Jane Paech, Marie Pietris, Rebecca Hein, Angela Fraser, Latha Padhu, Frances Eig, Ally Benbow, Lauren Maiolo, Micki Wells, Allison Pirone, Annabel Sandrey, Antonetta Barletta the Year 5-6 students, Gary Baldwin, Kim Murphy, Paula Freer, Diana Dente and Linda Wooley.

To our principals, Peter Mercer and Ben Catalano and all staff of TWCS, I am truly grateful for your on-going support of the P&F in 2021. I would like to make special mention to Peter Mercer for greatly assisting me during my first year in this position, guiding me through a very new role outside of my comfort zone.

Thank you to the entire school community for supporting the events and fundraisers during 2021. I look forward to 2022 and hope we can reconnect as a whole community very soon.

Jess Rainsford



WHS – Linda Wooley

		WHS AGM Board Report	031F (March 2022)
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Date of Annual General Meeting

23/03/2022

Report Period

December 2020 - November 2021

Incident Reports

Accident / Incident / Near Miss / Hazards

Number Description

Accidents / Incidents*

8
Fall from height
Trip in courtyard
Head Clash at Leadership Day
Collision between students
Fall from same height
Steam Burn from Kettle
Trip and collision with pole
Skin pinched on soccer goals

Near misses

Hazards

2
Trip Hazard concrete lifted near church toilets
Pavers near Learning Centre dropping

First aid only

Lost time injuries

New Work Injury Claims

Bullying Complaint investigations

Student Related

SafeWork SA

Date of Incident / complaint	Incident ID #	Incident Details	Actions from SafeWorkSA (e.g. SWSA Action Letter, Prohibition / Improvement Notice)	Date of Notice Sign Off

Correspondence Received

Title of document	Author	Date presented to staff/actioned
Hazard Alert	CSHW	24/02/2021
Safety Bulletin	CSHW	24/02/2021
WHS Consultant Report	Jayne Ryan	07/04/2021
Hazard Alert-Overhead Cabling	CSHW	05/05/2021
Hazard Alert- Electrical Incident	CSHW	05/05/2021

Title of document	Author	Date presented to staff/actioned
Safety Bulletin	CSHW	02/08/2021
Changes to LPG Bottle labelling	CSHW	01/10/2021
Safety Bulletin	CSHW	09/11/2021
Policy / Procedure		
Title of policy / procedure		Date presented to staff
WHS & IM POLICY (signed and displayed in office)		10/02/2021
10 Emergency Management V3		March 2021
Audits		
Type of Audit	Corrective Actions Identified	
Consultation and Communication (5)	Include WHS on Staff Meeting Agenda	
Driver Safety (8)	Sight and document driver's licence workers driving for work purposes	
Responsibility, Authority & Accountability (12)	Include RAA's in all PIDS	
Induction & Training (13)	Re-induct staff within 5 years	
Purchasing (20)	Complete purchase orders and Risk assessments for new plant and or equipment	
Fall Prevention (25)	Organise Inspection of fixed ladder and anchor points	
Traffic Management (28)	Complete Traffic management checklist and complete risk assessment as required.	
Training		
Title	Provider	Date completed
First Aid For Education & Child Care	<i>CBD</i>	16/12/2020
Mental Health in the Workplace	<i>Learning Manager</i>	Jan 2021
Fire and Other Emergencies	<i>Learning Manager</i>	Feb 2021
Title	Provider	Date completed
Mental Health in the Workplace	<i>Learning Manager</i>	April 2021
Fire and Other Emergencies	<i>Learning Manager</i>	March April 2021
SACA Key Documents	<i>Learning Manager</i>	March/April
Privacy Statement	<i>Learning Manager</i>	March April
Fire and Other Emergencies	<i>Learning Manager</i>	June 2021
SACA Key Documents	<i>Learning Manager</i>	June 2021
WHS for Officers	Jayne Ryan	June 2021
RRAN	<i>DECS</i>	Sep 2021
Fire and Other Emergencies	<i>Learning Manager</i>	Sep/2021
SACA Key Documents	<i>Learning Manager</i>	July/2021

Australian Privacy Law	Learning Manager	Aug Sep 2021
Emergency Warden Training	CSHW	21/10/2021
Camps & Excursions	Learning Manager	Sep/October

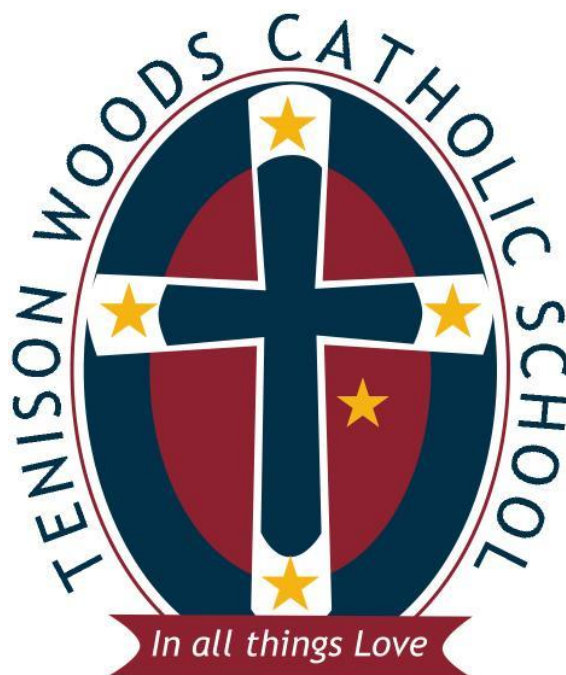
WHS Activities Completed

Activity	Date completed
Risk Assessments for various activities	
3/4 Bounce	27/11/2020
R/1 Bounce	27/11/2021
5/6 Aquatics	03/02/2021
Shrove Tuesday	10/02/2021
Swimming	28/04/2021
R/1 Zoo	30/04/2021
Task Manager	27/11/2020
Learning Manager Data Base updated	09/12/2020
First Aid Bags checked and refilled	27/01/2021
Prepare/Update RCD Testing Register	03/02/2021
Activity	Date completed
WHS & IM Policy signed and displayed	10/02/2021
Updated Volunteer Induction	10/02/2021
Task Manager	10/02/2021
Training Records Updated	10/02/2021
Ladder Register updated	17/02/2021
Training Register updated	17/02/2021
Updated Staff Induction	17/02/2021
Exit Light Testing 6 monthly testing	19/02/2021
Workplace Inspections distributed	24/02/2021
Risk Assessments for various activities	
ACHPER/SACPSSA Leadership Day	24/03/2021
Drinks on the Patio	24/03/2021
Well Being BBQ	31/03/2021
Contractor Register updated	17/03/2021
Procedure Verification 7 Verifications completed	17/03/2021
Learning Manager Data Base updated	24/03/2021
Prepare Exit Light Testing Register for Learning Centre	24/03/2021
Training Records Updated	24/03/2021
Training Register (Preceda) updated	31/03/2021
Workplace Inspections distributed all returned action listed to be completed.	31/03/2021
Checked Learning Manager Reports	07/04/2021
Updated Preceda	07/04/2021
Board Report	07/04/2021
Risk Assessments for various activities	
P&F Drinks on the Patio	12/05/2021
Choir visit to Nazareth	01/06/2021
P&F Pasta Lunch	01/06/2021
Wooden Cable Reels	02/06/2021

Active Ed Well Being Day	23/06/2021
Netball Carnival	28/06/2021
Cyber Safety Sessions	28/06/2021
Contractor Register updated	June 2021
Procedure Verification 8 Verifications completed	June 2021
Learning Manager Data Base updated	June 2021
Training Records Updated	June 2021
Training Register (Preceda) updated	June 2021
Checked Learning Manager Reports	June 2021
Board Report	June 2021
School Concert Risk Assessment	August 2021
Choir Adelaide Entertainment Centre	August 2021
Workplace Inspections distributed	01/09/2021
Contractor Register updated	Nov 2021
Procedure Verification 8 Verifications completed	06/2021
Learning Manager Data Base updated	11/2021
Training Records Updated	11/2021
Workplace Inspections Actions collated and distributed to relevant staff	Nov 2021
First Aid kits checked and updated	11/2021
Board Report	10/11/2021

Other Issues

Report prepared by Linda Wooley



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