



# Mary's Mount Primary School

**MARY'S MOUNT SCHOOL BOARD  
ANNUAL GENERAL MEETING  
26 November 2019  
Commenced 8.10pm**

**1. Welcome**

- Sandro welcomed everyone stating it was a wonderful relaxed way to commence the AGM with a Sundowner and commented we need to do it more often as it is one of our best attendance yet.
- Jarod Avila as Chairperson of the meeting took the floor to lead the meeting. He asked for everyone to make sure that they had filled in the attendance sheet and to record any absentees should they have any.
- Jarod acknowledged the fantastic effort of the P&F and encouraged parents to really think about volunteering into this role.

**2. Attendance:**

- Sandro Coniglio, Loretta Hackner, Chris Smith, Jane Taylor, Gabrielle Hoffmann, Karlie DeMarte, Krisine Williams, Emma Hayward, Jo DeBarro, Devina Branche, Michelle Retel, David Vallis, Paula Christensen, Steve Sorgiovanni, Emma Lancaster, Liam Sarkis, Nancy Wratten, Lara Donelan, Sacha Upton, Tamara Ellenbroek, Veronica Giancono, Nancy Wratten, Tony DeBarro, Melanie Eleonora, Kristen Callaghan, Sarah Harper, Naomi Holly, Lisa Echeverria, Michelle Sanderson, Lisa Budding, Kate Gilkinson, Andrea Martin, Adrian Martin, Michelle Batten, Kirsten Earl, Sue Blair, Mellissa Antoine, Cassandra Underwood, Kate MacRae, Terry Dickenson, Gina Croft, Karen Rucchin, Natalie O'Brien, Mark Rooney, Marina Raschella, Bec Haley, Sarah Griffiths, Annmarie Baltov, Fiona Wittenbaker, Angela Smith, Carolyn Gamble, Lance Roughsedge, Andrea Anthony, Murray Dickson, Bettina Hanna, Patrick Hanna, Liz Appleby, Lourdes Sasidharan, Belinda Henderson, Jarod Avila, Teagan Thresher, Stephanie Freeman, Karen Forster, Quinton Hoffmann, Merrisa McDougall, Evelyn Papas, Faye Valli, Rebecca Beet, Kylie Stidwell, Rebecca Deluca Cardillo

**Apologies:**

- Jenny Avila, Fr Suresh, Daniel Bersan

**3. Minutes from Previous AGM**

- Jarod asked that the 2018 minutes be accepted

**Accepted: Faye Valli**

**Seconded: Merrisa McDougall**

**4. Business arising**



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- Nil

## 5. Correspondence In

- Letter from Debra Sayce Director CEWA - advising that as of 01 January 2020 that CEWA will become an incorporated body. Appears to be more of a procedural change to begin with. Should you have any questions please see Sandro who would be happy to help you understand it.

## 6. Reports

### 6.1. President's Report – see attached

- Jarod introduced the various members of the Board to the meeting so everyone at the meeting could have a sense of who the Board members are and what they do.
- He introduced his report and explained he had essentially divided it into 3 areas.
- Firstly Planning – this is mainly in regards to facilities and improvements. This takes time with some discussions and outcomes happening immediately while others can take months or years to come to fruition. The Kiss and Drop design and area was debated for 6 months all the while keeping the safety of our student's paramount. Jarod conferred to Faye Valli to confirm the length of time and discussion on this topic. Faye confirmed it was roughly a semester.
- Flexible classrooms were debated on for a year before deciding that this was an investment we wanted to make.
- 2. Managing the finances of the school – Important to ensure we are sustainable financially looking to the future.
- 3. Listening and advising on ideas, opportunities and potential investments. This is typically non-operational.
- Jarod showed a slide which was a sneak peak to the year ahead in 2020 with works planned for: office refurbishment, the grotto, continuing with the flexible classroom furniture, painting and stage 2 of the LED Lighting.
- Jarod thanked Derek Gair and Dave Vallis. Both men have been instrumental in the ongoing maintenance of the school. In particular the removal of the soft fall in the playground at the top of the school near administration.
- Jarod provide a Star Wars quote – “In my experience there is no such thing as luck.” OBI-Wan Kenobie For the most part I agree with this. However I do believe we create our own luck at Mary's Mount Primary School. How lucky are we that we have an amazing community who supports each other and attends events and is present.
- Jarod then thanked his colleagues on the Board for their help and support in providing the way we guide and direct the school to be sustainable. He also thanked the school staff, teachers and aides, the P&F and all the other community groups that have contributed to our successful year.



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- Thank you for coming along tonight, and on behalf of the Board we wish you all a very happy, safe and Holy Christmas.
- Jarod asked for someone to accept his report.

**Accepted: Angela Smith**

**Seconded: David Vallis**

## 5.2 Treasurer's Report – see attached

- Quinton spoke to his report. He commenced by stating the accounts this year have changed from cash accounting to accrual accounting procedures. This means we have moved to double entry accounting, balance sheet and depreciation. This has been a huge change in 2019 as we navigate the new requirements. While there appears to be some changes to expenses in 2019 from 2018 it can be explained:
  1. Salaries & Allowances are not lower than 2018, this has been influenced by the inclusion of depreciation.
  2. Teaching expenses are higher due to P&F funded initiatives.
  3. Sundries have increased due to timing of the leaver's jackets. 2018 was expensed in 2017.
  4. Depreciation is now included since we have moved to accrual-based accounting and have a balance sheet. Capital Development is reported separately.
- Income: Our biggest source of income is in the form of State and Federal Grants.  
Slight increase in fee income due to camp fees now being collected at the school.  
Slight increase in grants as funding is linked to Census numbers.  
Slight reduction in other income as training required in 2018 not required in 2019.  
Thank you to the P&F for their donation of \$39k for resources and capital projects around the school.
- Capital Expenses 2019  
IT spend (129K) included Security upgrade, TIPT phone system upgrade, class set of iPads, 3D printers, projector in the hall replaced, upgrade office computers, Telstra Tower to improve reception.  
Improvements (70k) included painting of the cottage, stage one of LED lighting upgrade, basketball court refurbishment, fencing behind art room, cargo nets to nature play stage 2, cricket pitch resurfaced.  
Furniture and Fittings (81K) included blinds to ECE area, replaced stage one of carpets, flexible learning classroom upgrade.  
For 2020 there has been a reduction in grant money for which equates to around 43K. This represents 8% of our private income. It is estimated funding will reduce by 2-3% per annum until 2023.



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In 2020 there is a continued focus on improvements, stage 2 of the flexible learning classrooms, administration office refurbishment as well as our commitment in Information Technology

- 2020 Fees

No change to the 3k or 4K tuition fees.

PP - Yr6 tuition fees have increased by 6% in line with CEWA recommendations.

The 2020 Fees include the addition of the booklist levy to the school fees - however this represents an overall average saving of 18% for parents. CEWA has endorsed the addition of this levy which we see to be beneficial to our families.

Sibling discounts continue to be consistent with previous years and the 2020 Fee Schedule will be available on the school website.

Quinton asked for someone to accept and second his report outlining the 2020 budget and 2020 tuition fees.

**Accepted: Naomi Holly**

**Seconded: Angela Smith**

- Thank You

In closing Quinton thanked the Finance Committee for their commitment to our early morning meetings and robust discussion. Quinton thanked in particular Jane who has had a lot to learn and challenge her in this year of change and to Gabby for her support of Jane in this area.

### 5.3 Principal's Report – See Attached

- Sandro thanked Jarod for his inciteful and funny commencement of the proceeding tonight a great way to set the tone for our meeting.
- Sandro stated 2019 was a big year of change in our finance area at school. We are not accountants – and we look to community members to help with this specific area of expertise. We are very lucky to have had Quinton as our Treasurer for a number of years who challenges us and keeps us on track each year. On behalf of the Board and Finance Committee we thank you for all your hard work. We are very grateful for your help, support and guidance in this area.
- Sandro talked to the Naplan and Archbishop's Testing, which is one area of assessment that we participate in. It is pleasing to note that our students are performing well with everyone above the average. These are fantastic results and thank you to the teachers for their support in this area.
- Our teachers are involved in so much more than just classroom teaching and I thank them for their help and support across the areas of value added. Please see report for this list.
- Thank you to Sue Blair – your dedication to the archive room with photos and frames helped formed the basis of the design of the new faction banners. Thank you also to Loretta for taking on this project, the students themselves for their professionalism, Gabby for her support with this and Tony Clark for his help in the artwork and graphic design.



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- Our future focus for 2020 can be seen in the attachment but it promises to be another busy productive year.

## **Sandro then discussed Staff Movement:**

- Emma Hayward – Please a big round of applause for Emma – who has only been with us a short time but has been fantastic in her role and what the students have achieved in her time with us. Emma has accepted another role with more hours and we wish her all the best.
- Paula Christensen– Paula joined us as Lindsay went on Maternity Leave early. Paula has such a big heart and loves her students. A huge thank you for all you have done during your time with us.
- Jo DeBarro– who is taking Long Service Leave for 2020. Enjoy your break from Mary's Mount Primary School. I know you have some projects planned and we look forward to welcoming you back in 2021.

## **New staff –**

- Michelle Retel – who is coming in as Jo's replacement.
- Sinead Muscat - joins us from Mercy College. Sinead comes highly recommended and will bring with her a fantastic set of skills to the school.
- PhysEd yet to be advised.

**Staffing 2020 a full list of staffing and their roles will be available on the school website shortly.**

- |                          |      |
|--------------------------|------|
| • Mrs Annmarie Baltov    | 3K   |
| • Mrs Tamara Ellenbroek  | 4K   |
| • Mrs Kristine Williams  | PP   |
| • Mrs Michelle Retel     | Yr 3 |
| • Miss Teagan Thresher   | Yr 1 |
| • Mr Stephen Sorgiovanni | Yr 6 |
| • Mrs Sinead Muscat      | Yr 4 |
| • Miss Karlie DeMarte    | Yr 5 |
| • Mrs Devina Branche     | Yr 2 |

## **SUPPORT:**

- Mrs Carolyn Gamble
- Mr Christopher Smith
- Mrs Loretta Hackner



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- Karen Forster
- Mrs Angela Smith
- Mrs Veronica Giancono

## **SPECIALIST AREAS:**

- Physical Education – YTA
- Art – Mrs Wendy Hull Deane
- Music – Mrs Stephanie Freeman

## **TEACHER ASSISTANTS:**

- Mrs Allyson Bignell
- Mrs Belinda Henderson
- Mrs Nancy Wratten
- Mrs Angela Smith
- Mrs Veronica Giancono
- Mrs Karen Forster
- Mrs Fiona Wittenbaker

## **ADMINISTRATION:**

- Mrs Jane Taylor
- Mrs Gabby Hoffmann

## **CANTEEN:**

- Mrs Shirley Shaw

## **GROUNDS:**

- Mr Derek Gair

## **LEADERSHIP TEAM:**

- Mrs Loretta Hackner
- Mr Christopher Smith
- Mr Sandro Coniglio

Please a big round of applause for all staff – who give of their time freely around many areas of the school in and out of school time.

**Thank you**

K-6 Catholic Co-Educational School | 47 Davies Crescent, Gooseberry Hill, Western Australia, 6076  
Phone: (08) 9293 2800 | Fax: (08) 9293 3425 | Email: [admin@marysmnt.wa.edu.au](mailto:admin@marysmnt.wa.edu.au)



# Mary's Mount Primary School

- To our Board members - these dedicated and hardworking members, who also give of their time freely, for all of their help and support throughout the year.
- To our various committees who meet regularly thank you for your time and dedication.
- Finance Committee.
- Maintenance Committee.
- IT Committee.
- To the P&F and their committee –for the hard work with your members working so hard for the students at MMPS.
- To our Parents – a heartfelt thank you- it is your school and you make it what it is. By working together we can get things done.
- To our Staff – who are hardworking and dedicated staff and I am a lucky principal indeed with the with the staff we have here. I am indebted to Loretta and Chris for their support of myself and the school and the hours they give to ensure we can be the best we can be.
- A special mention - to Jane and Gabby. The many changes that CEWA have made has increased dramatically the demands on your time. We appreciate your early mornings and late finishes, and your many hours of extra work has not gone unnoticed. Thanks for all you do.

**Accepted:** Kirsten Callaghan

**Seconded:** Annmarie Baltov

- Jarod then finished the meeting with a final thanks to Sandro for his leadership, and dedication to his role as Principal, our parents, staff and of course, our students.
- Thanks to Shirley for her work throughout the year and her sensational dinners she prepares for the board meetings. We are very lucky to have you.
- A final note please if you are sitting on the fence, jump off and volunteer. It was one of the best things Jenny and I have done. The friendships we have made are still there and we now call them friends and socialise with them. You won't regret it.

**Meeting closed at 9.05pm**

K-6 Catholic Co-Educational School | 47 Davies Crescent, Gooseberry Hill, Western Australia, 6076  
Phone: (08) 9293 2800 | Fax: (08) 9293 3425 | Email: [admin@marysmnt.wa.edu.au](mailto:admin@marysmnt.wa.edu.au)