St Francis Xavier’s
Regional Catholic School

Annual General Meeting

2013
Regional Parishes

Para Hills/Modbury Parish

50 Reservoir Road
MODBURY SA 5092

Telephone: 08 8264 7590
Facsimile: 08 8265 2012

Priest: Fr Peter Milburn
Fr Jack Boog

St David’s Parish

2 Vizard Road
TEA TREE GULLY SA 5091

Telephone: 08 8264 4694
Facsimile: 08 8396 1530

Priest: Fr George Ryan OMI
Fr David Francis OMI
Agenda

Annual General Meeting

Wednesday, 27th March 2013
at 7.30pm

1. Welcome (Matthew Turner)
2. Opening Prayer (Angela Coon)
3. Apologies
4. Anne Rhodes – Guest Speaker, “Thinkers in Residence” program
5. Call for General Business Items
6. Confirmation of Previous Minutes (28th March 2012)
7. Tabled Reports
   7.1 Chairperson’s Report
   7.2 Principal’s Report
   7.3 Religious Dimension Report
   7.4 Capital Development & Maintenance Committee Report
   7.5 Treasurer’s Report
   7.6 Education Committee Report
   7.7 Parent Community Committee Report
   7.8 OHS&W Performance Report
   7.9 OSHC & Vac Care Report
   7.10 Sports Report
8. Elections (School Board Election results to be advised at the end of the meeting)
9. General Business
10. Closing Prayer
11. Close
12. Date of Next Annual General Meeting (Wednesday, 26th March 2014 – to be confirmed)

Meeting to be followed by supper
Minutes...

ST FRANCIS XAVIER'S REGIONAL CATHOLIC SCHOOL
Annual General Meeting Minutes

MEETING HELD 28th March 2012

Present
Fr Peter Milburn, Michelle Sauerwald, Gabby Tullio, Joanne MacWilliams, Kelly Zander, Mark Zander, Scott Copeland, Ed Agius, Ian Denham, Chantelle Walker, John Baumann, Jan-Maree Wauer, Mark Wauer, Anita Romano, Natalie Spackman, Maria Monteleone, Annie Gavini, Dianne Skurray, Gail Wilkey, Matt Turner, Cathie Turner, Janette Burchell, Elizabeth Thompson, Trudy Marusic, Jane MacKenzie, Marie Deloso, Joy Fredella, Mandy Jamal, Natalie Phillips, Vicky West, Denicce Vargas, Noa Morales, Simone Wilson, Deirdre Quinn, Ben Hunt, Wendy Lamb, Karen Craggs, Georgia Craggs, Sharyn Hubbard, Brenton Treloar, Joseph Gavini, Scott Nitschke, Michaela Nitschke, Marian Mullen, Paula Simionato, Rita Centofanti, Lesley Campbell

Apologies
Bruce Shrubsole, Angela Coon, Clair Cichon, Julieann Simonetti

Minutes
Joanne MacWilliams

Welcome
Michelle Sauerwald welcomed everyone to the 2012 St Francis Xavier's Annual General Meeting.

A special welcome was extended to our Student Leaders - Joseph Gavini and Georgia Craggs, and our Special Guest - Mark Le Messurier.

Prayer
Gabby Tullio

Previous Minutes
Confirmation of previous minutes: Moved - Kelly Zander; Seconded – Ed Agius. Carried.

Special Guests
Student Leaders

2012 was the introduction of School Leaders.
10 students attended the Young Leaders Conference at the Adelaide Convention Centre.

Special Guests Joseph Gavini and Georgia Craggs talked about what they learned at the Conference, and what leadership means to them.

**Mark Le Messurier**
Joe De Tullio introduced Mark Le Messurier. Mark Le Messurier is a teacher, author and conference presenter.

Mark presented an engaging and informative session on developing emotional resilience, successful parenting, and teaching children with challenging behaviours.

**Reports**
All reports tabled.

Moved to accept reports - Matt Turner, Seconded – Vicky West. Carried.

**Elections**
Scott Copeland and Ed Agius re-elected.
Natalie Spackman and Clair Cichon elected to the School Board.

**Thanks**
Joe De Tullio thanked outgoing School Board Chairperson - Michelle Sauerwald, for the wonderful contribution she has made on the School Board over the years.

Joe also thanked everyone for their attendance at the AGM.

**Meeting closed** at 8.15pm
Chairperson’s Report…

It has been another busy year, with what has seemed like a never ending list of items to address. A number of the primary discussion topics for the school board over the last twelve months have been;

- Gonski Report
- SFX Strategic Plan and Vision
- Maintenance of the Trees in the school, and
- School Naplan results

The school is carefully monitoring the outcome of the Gonski Report. The upcoming election will impact the Government’s response to this report, and the school will work with the Catholic Education Office (CEO) to formulate a strategic response to future government announcements.

An annual review of the school’s Strategic Plan and Vision was conducted by the Board. A ‘hot potato’ exercise was held with the School Board looking at the four pillars of the Strategic Plan. The results were analysed, and an opportunity provided for the teachers and students to offer input and provide feedback into the new plan.

In September last year the school sought to have all the trees in the school assessed, and as a result, we have had a number removed to reduce the risk of trees dropping their limbs. The school has also put in place a routine maintenance program to ensure that all trees are checked and maintained on a regular basis.

The Board reviewed a summary of the school Naplan results. Overall the results were quite pleasing across all year levels. The results were then reviewed in greater detail by the staff, to enable tailoring to be made to areas of deficiency across the board.

The attention and dedication of the Board to the issues presented to them has been fantastic. I thank you all for your contribution and commitment over the last 12 months. I would also like to thank the various committees and their representative that operate to assist the school with the various activities that we conduct. Committees such as:

- Finance
- Sports
- Capital Development and Maintenance
- Parents Community (PCC)
- Education
- Out of School Hours Care (OSHC)
The amount of work and the projects these groups have undertaken is fantastic. The execution and successful completion of projects such as the renovation of the Library, establishment of the Sensory and Einstein Rooms, continuation of the Laptop Program roll-out, development of school policies and procedures, organization and execution of school social and fundraising events, expansion of the Little Xavier’s program, initiation of a Playgroup program and many more, are achievements that these committees and the school can be proud of. I thank all those who contribute to these committees. They are an invaluable asset to the school community and the work the school does. There are also numerous other committees, and it is important to acknowledge the great work that they perform to assist and further the day to day activities of the school.

Along with the above committees, I would like to thank Fr Peter Milburn, Anna Neave, Gabby Tullio, Angela Coon and Anita Gagliardi for their commitment to the School Board as part of their work within the school and the broader school community, as well as all the staff for their hard work and dedication.

Finally, I would like to personally thank Joe and Gabby for their support over the past 12 months. Both have been a pleasure to work with and have made my time as the Chair most enjoyable.

Matt Turner
Chairperson - School Board.
Principals Report…

2012 has brought about another rewarding, challenging and fruitful year. 2012 produced many valuable experiences which stimulated our students, engaging them in learning and personal development in a secure, safe and encouraging environment. Our school community continued to support and assist our staff and students in an exemplary manner through many varied opportunities which have become the fabric of our teaching and learning programs. The support and encouragement we receive is valued and further strengthens the home/school partnership that exists at St Francis Xavier's.

In this year’s report I would like to focus on four cornerstones:

- Religious Education
- Community
- Teaching and Learning
- Administration

Religious Education

I don't want to duplicate Angela’s APRIM report, as I am sure her report will reflect quite a busy year with Sacramental programs, school Masses and liturgies, and the establishment of the Prayer Café. As I reflect on the religious dimension for 2012, I believe we have continued to build our relationship with the parishes of St David’s Tea Tree Gully, Modbury and Para Hills. We are always appreciative of the spiritual support we receive from Fr George, Fr Peter, Fr David and Fr Jack. Our Parishes serve our community well, and help to keep our school authentically Catholic in what is becoming a more secular world.

In keeping with the Religious dimension, we have continued to invest in the faith formation of our staff, with professional development in areas such as the Spiritual Sustainability conference day, training in the Catholic Human Sexuality program, and encouragement of staff to complete their accreditation for the Graduate Certificate in Religious Education.

In 2012 an important part of our focus was the Year of Grace. Our teachers took very seriously the request from Archbishop Wilson to give special attention to the moments of grace in our daily lives – which we called God moments. To compliment this, our students in Year 6 & 7 prayed the Angelus twice a week as a call to prayer and grace. Students from Rec - 5 prayed traditional prayers. The call to prayer has become a very special time of reflection in our school week. Thank you to Angela Coon and the teachers for giving this time such importance.
The students continued to embrace the mission of St Francis Xavier during 2012, with a continued commitment to acts of social justice. The children thoroughly enjoy their Catholic Charities activities, capturing everyone’s imagination with the variety of ideas for fundraising. The winter appeal and the Christmas hamper appeal continue to be well supported, and the St Vincent de Paul people are always overwhelmed by the generosity of the SFX community.

The pressure on today’s society continues to present many new challenges, which we must acknowledge as having an impact on the Religious education of our students. We must therefore be forward thinking and visionary in planning for their future and committed to the concept of developing the whole person.

**Community**

I have a very strong belief in the importance of developing community to enhance the social capital within a school. This has always been a strong goal of mine, and has been manifested in a number of extremely important groups that play a vital role in the school. The School Board, the Parent Community Committee (PCC), Sports Committee, Education Committee, Capital Development Committee, OSHC Committee, Finance Committee, and Class Representatives, all play a vital role and are extremely important to the social fabric of our school.

The saying “that things just happen”, is far from the truth at SFX! It is these groups that make things happen. Families new to the school are welcomed, meals go silently home to a family in need, the PCC will cook 1000 sausages for Sports Day, and donations of time and effort are made to sell glow sticks at a student disco. These initiatives don’t just happen; they are supported and actioned by a dedicated bunch of community minded parents. Mother’s Day stalls, discos, Family Quiz Nights, class get-togethers and so on, help to build the social dimension of our school and has provided SFX with an enviable reputation in this domain.

Needless to say, that when this well-oiled machine hits a speed hump, I take particular notice. No doubt the Laptop program caused some initial concerns. The school’s response was to listen very carefully to the community. Several parent forums were held; these were quite interactive to allow views to be expressed. Numerous letters and meetings allowed us to get a well-rounded view of community thinking, and have shaped the Laptop program into the future.

I would like to express my appreciation to Matt Turner for his leadership of the School Board during 2012. I believe we have a School Board and sub-committee structure, with active members and good listeners who have the best interests of our families and the school at heart. This clearly is a large part of the reason we have such a good community feel.
A new initiative offered in 2012 was the implementation of the Playgroup coordinated by Jane Hamdorf. The Playgroup caters for families with preschool aged children. There has been amazing support for this program, as families see the importance of play and the transition to school.

**Curriculum**

In 2012 we maintained the good work of 2011. We continued to work on the implementation of the National Curriculum. In 2012 the teachers worked on the English and History curriculum, and dabbled in Science and Mathematics to ensure that we remain on target to ensure that the four areas of the Australian Curriculum will be implemented by the end of 2013. As a staff we have looked closely at the Achievement Standards for each year level as described in the National Curriculum, and considered the implications not only for teaching and learning, but also the assessment and reporting on student achievement.

In 2012 we continued our work with Lisa Burman, our ‘expert in residence’. Lisa worked with teachers on “Refreshing the Pedagogy of Writing” – developing the art of writing with an emphasis on book making, writer’s notebook and grammar and punctuation. Lisa worked with each year level as mentor, demonstrating good practice in the explicit teaching of writing.

The full introduction of Chinese to the Year 6 and 7 students was another highlight in 2012. The feedback from the students was very positive, and reflected the overall goal of enthusing our children in the learning of languages. My thanks to Roma Chiera-Garnelli for her commitment to introducing Chinese as a language program at SFX. I look with anticipation at what is possible in the future.

The Quicksmart program went from strength to strength in 2012, and has now established itself as a successful and valued intervention program for students needing support with number facts recall. Testing of students on entry to the program and at the end of the year has shown that children are benefiting from the intense support. My thanks to Cathy Turner for her work in making Quicksmart a credible program.

Little Xavier’s entered its second year, and was again well supported. Karen Luhrs and Paula Simionato have developed an outstanding transition program for our new students and families. Our new Reception children are certainly gaining a great start to their learning as a result of the program.

Many students continue to take the opportunity to represent the school in swimming, athletics, touch football, netball, soccer, cross country, softball, football, rugby, hockey, cricket, basketball and so much more. Thank you to the teachers and many parents that help with transport and coaching.
Administration
A strong team including administration staff, school support staff, teachers, and School Board members has guided our school well in 2012. The strong support, assistance and involvement that St Francis Xavier’s School receives from our parent body and extended family members is valuable, and highlights the mutual partnership which exists between home and school in the education of the students. It is evident that the importance of the total development of our young people is appreciated and affirmed at home. Community spirit is reflected through the commitment and dedication of parents who support the work the School does by sharing expertise, talents and abilities for the benefit of all.

The School Board continues to support Gabby, Angela and I in our work. The Board also is supportive of the Staff and Students through its consultative role. It has been a pleasure to share ideas and discussion with committed members who give of their time to serve the school community. I thank all current and continuing members for their much appreciated contributions throughout 2012.

Without the ongoing contributions and hard work from the Parent Community Committee, sub-committees, class representatives, canteen staff, the Uniform Shop, Sport Coordinators, and the many parents assisting in classrooms, excursions, sporting and school events, the smooth running of many events would not be possible. Words cannot fully cover the appreciation the school holds for this collaboration in our community. Thank you to outgoing members for their time and service, and in particular their dedication to their duties on a voluntary basis. The SFX community members value your input and contributions.

The remainder of this report for the AGM booklet provides information relating to a number of key areas in the life of St Francis Xavier’s during 2012.

In addition to a range of exciting activities, initiative and events in the religious, educational and community domains of our school, this report also contains, as required under the Schools Assistance Act, performance information in relation to staff professional engagement, student learning outcomes and satisfaction.

I trust that like me, you enjoy reflecting on the wonderful life of our school during 2012, and I take this opportunity to inform you that this report and all other reports tabled at the AGM are also available on our school website: www.sfx.catholic.edu.au

Teacher Standards and Qualifications
St Francis Xavier’s is very fortunate to have a number of teachers with two or more qualifications in education. Two staff have Masters Degrees, thirty seven have Bachelor Degrees, four staff have Education degrees, 14 have Diplomas, one has a Graduate Certificate in Education, and fourteen have completed the Graduate Certificate in Religious Education, with the majority of remaining staff currently studying towards completing this qualification.
Staff Retention: In 2012, 99% of our teaching staff was retained from the previous programmed year.

Workforce Composition
The school’s workforce composition is summarised in the table below:

<table>
<thead>
<tr>
<th></th>
<th>Teaching Staff</th>
<th>School Support Officers</th>
<th>Admin/Office Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Female</td>
<td>37</td>
<td>12</td>
<td>7</td>
</tr>
<tr>
<td>Male</td>
<td>9</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Total</td>
<td>46</td>
<td>13</td>
<td>10</td>
</tr>
<tr>
<td>FTE</td>
<td>38.9</td>
<td>16.08</td>
<td></td>
</tr>
</tbody>
</table>

Student Attendance
- Total Student Enrolment: 632
- Indigenous students: 1%
- Students with Disabilities: 7.55%

The average student attendance rate for our school is summarised in the table below:

<table>
<thead>
<tr>
<th></th>
<th>Rec</th>
<th>Yr 1</th>
<th>Yr 2</th>
<th>Yr 3</th>
<th>Yr 4</th>
<th>Yr 5</th>
<th>Yr 6</th>
<th>Yr 7</th>
<th>Whole school</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student enrolments</td>
<td>97</td>
<td>81</td>
<td>84</td>
<td>85</td>
<td>73</td>
<td>78</td>
<td>76</td>
<td>58</td>
<td>632</td>
</tr>
<tr>
<td>Average attendance</td>
<td>97.78%</td>
<td>97.47%</td>
<td>97.88%</td>
<td>97.64%</td>
<td>96.99%</td>
<td>97.46%</td>
<td>97.29%</td>
<td>98.28%</td>
<td>97.59%</td>
</tr>
</tbody>
</table>

Non Attendance Monitoring
Student attendance is monitored by classroom teachers in the first instance. If a teacher has concerns about the attendance of a particular student they will raise this issue with the Principal or Deputy Principal. Subject to this discussion, the teacher may contact the parent or caregiver to discuss their concerns about the student’s attendance record and any reasons for this. The outcome of this discussion will be documented by the classroom teacher, brought to attention of the Principal or Deputy Principal, and a copy of this will be placed on the student’s file.

SCHOOLS ASSISTANCE (LEARNING TOGETHER – ACHIEVEMENT THROUGH CHOICE AND OPPORTUNITY) ACT 2008
Standardised National Literacy and Numeracy Testing
NAPLAN 2012

% SFX students above national minimum standard

<table>
<thead>
<tr>
<th></th>
<th>Spelling</th>
<th>Grammar &amp; Punctuation</th>
<th>Writing</th>
<th>Reading</th>
<th>Numeracy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yr 3</td>
<td>100%</td>
<td>99%</td>
<td>99%</td>
<td>99%</td>
<td>99%</td>
</tr>
<tr>
<td>Yr 5</td>
<td>99%</td>
<td>98%</td>
<td>97%</td>
<td>99%</td>
<td>99%</td>
</tr>
<tr>
<td>Yr 7</td>
<td>98%</td>
<td>98%</td>
<td>99%</td>
<td>97%</td>
<td>98%</td>
</tr>
</tbody>
</table>

Benchmark Results
In the NAPLAN tests, the majority of our students in Years 3, 5 and 7 did significantly better than the National Averages. These benchmarks are communicated to parents and teachers in many ways, from aggregated school wide results, to boys and girls in each year level, to very specific scores on each question. This enables teachers and parents to closely track the children’s performance.

This is a significant achievement for our school community, and the children and staff members (in all year levels) are to be commended. Our school complies with performance targets and performance measures (associated with testing regimes) to provide student reports as defined under the Act. I am pleased to announce that we have complied with these requirements and supply the appropriate information to our School Community as required.

School Satisfaction
In 2010 the school surveyed students, parents and staff with a focus on the school’s Bullying and Harassment Policy. The results of the survey were communicated to the school community via the Newsletter. Various components of the school policy documents were altered to reflect the data gathered. Overall the data confirmed the school’s policies and procedures help to provide a safe learning environment.

In closing, I wish to thank our leadership team: Gabby Tullio - Deputy Principal, and Angela Coon - Assistant Principal, for their hard work, dedication and support during 2012. I would also like to thank the Key Teachers and PORs in curriculum, numeracy, literacy, transition, music, and sub school coordination.
Without a common vision and understanding of a highly committed, innovative and collaborative staff, the care, guidance and support of our students would not be maximized. The individual contributions, their special talents, abilities and personalities, enhance the work carried out at St Francis Xavier’s, and contribute to the total development of each of the students.

The whole dimension of any school is influenced by the first approach and point of contact. I would like to thank the front office staff - Sue Sumsion, Sonya Carroll, Kathy Abbott, Debbie Graeber and Nicky Dnistriansky for their commitment and effort in serving the families at SFX.

As leader at St Francis Xavier’s, I am humbled in my role as Principal, as I recognise that it takes a “whole village to raise a child”. This old saying is alive and vibrant in our school community, and I truly believe it is the essence of our wonderful successes and achievements. It is a pleasure to come to work each day and I look forward to our achievements in our 30th birthday year, 2013.

Joe De Tullio
Principal.
Religious Dimension Report...

The 2012 school year has provided another opportunity for students, staff, parents and friends to come together as a faith filled community. This year saw the start of the Prayer Café held on Monday mornings at 9.00am. Although numbers taking up this opportunity have been small, I have valued the time spent together in prayer and socialising with members of the school community who have been very supportive of this new initiative. The prayer Café will continue in 2013.

2012 also saw the start of praying the Angelus, a traditional prayer to commemorate the coming of Christ into the world with our Year 6 and 7 students. This call to prayer on a Monday and Friday was extended to the Reception to Year 5 students who at this time pray traditional catholic prayers such as the Our Father, Hail Mary, Glory Be, Angel of God and Reconciliation Prayer of Sorrow.

I thank the students, parent body and staff for their support and encouragement over the past year. I have been touched by the reverence, joy and positive approach to liturgies from students, teachers and parents. I have enjoyed listening and conversing with students as they ask many thought provoking questions as they make connections that deepen their faith.

The following overview highlights many of the activities of a religious dimension that we have engaged in over the 2012 year.

Staff Professional Learning – Religious Education

- In 2012, 3 more teachers completed their Graduate Certificate in Religious Education. Currently on staff there are 14 teachers with this level of accreditation and 9 teachers currently studying to gain this accreditation. Teachers who have already attained this certificate of study or an equivalent qualification, have attended a variety of professional learning opportunities in RE run by the Catholic Education Office over 2012.

- All staff attended a professional development day led by Sister Mary-Anne Cassanova, titled, “Towards a Spirituality of Sustainability.” This has led to the formation of a whole school environmental approach to sustainability projects, to be implemented over the 2013 school year.

- Staff taught the Made in the Image of God (MITIOG) Catholic Human Sexuality program from Reception to Year 7. Each term, one of the four components – Being Human, Being Sexual, Being Connected and Being Moral were covered.
All classes completed units of work implementing 8 key ideas outlined in The RE Crossways Curriculum. Units of work for 2012 covered the key ideas: Being Human, Moral Decision Making, Sacraments and Sacramentality, the Liturgical Year of the Church – all four areas completed every year – with God and Revelation, Textual Interpretation, Discipleship and the Reign of God and Religious Traditions, the additional areas for 2012.

Mission Outreach and Social Justice

- **Project Compassion Boxes and Class Activities**: Classes or Year level groups raised money through a variety of stalls or activities. A total of $2325.60 was raised for this CARITAS appeal.

- **St Vincent de Paul’s Winter Appeal**: The theme that the 2012 SRC came up with to motivate class donations was “Feed the Hungry”. Each class had a life-sized outline of a body which they were asked to “fill up” with non-perishable food items. The Para Hills/Modbury Parish workers for St Vincent de Paul were extremely thankful for the support and generosity shown by the school community.

- **The Year 6/7 “Winter Sleep Out”**: Students were sponsored to sleep in tents on the oval and raised $2845.20 for St Vincent de Paul.

- **The SRC “Popcorn Balls” fundraiser**: The SRC cooked and sold popcorn balls to the school and raised $300.00 for St Vincent de Paul.

- **St Francis Xavier’s Feast Day/Mission Day**: We celebrated our annual Mission Day and St Francis Xavier’s Day on Friday, 2nd December (St Francis Xavier’s Feast Day fell on Saturday, 3rd December). Students from Years 2-7 organised stalls, selling homemade food, ice-blocks, second-hand toys and book, games, nail polish, temporary tattoos and hair and makeup studios to name a few! In this way the students could directly link their actions to fundraise for Catholic Charities, with the missionary work and care and compassion that St Francis Xavier showed to the people to whom he shared the Christian message. The afternoon liturgy, complete with a guest appearance by St Francis Xavier (Gabby Tullio), gave the students a great sense of purpose and importance to their missionary work. The school raised $1667.15.

- **St Vincent de Paul Christmas Appeal**: The St Vincent de Paul Christmas Hamper Appeal was again generously supported by the SFX community. The Modbury and Para Hills St Vincent de Paul volunteers were overwhelmed by the school’s generosity. The SFX staff donated gifts suitable for boys aged 11-16 years old to help St Vincent de Paul provide gifts for this often forgotten group of children at Christmas.

- **World Vision**: Thank you to the Year 3 students for their continued dedication in organizing the recycling of plastic bottles, cans, and milk cartons. The money raised enables the school to fund Krishna, the child the SFX community sponsors through World Vision.
Whole School Liturgies

The priests from the Tea Tree Gully Parish (Father George and Father David) and Para Hills/Modbury Parish, (Father Peter and Father Jack) continue to support the school with Whole School Eucharistic Celebrations.

- Father Peter Milburn celebrated our 2012 Opening School Mass – “We Walk in Faith Hope and Love”
- Father Peter Milburn, Father David and Father George, celebrated our 2012 end of year Mass – “We Give Thanks To God”
- Father Peter Milburn celebrated our 2012 Pentecost Mass
- Father Peter Milburn celebrated our 2012 Mass for the Feast of the Assumption

Whole School Non Eucharistic Liturgies

The students also celebrated together in the following ways:

- The events of Holy Week – Palm Sunday, The Last Supper, The Stations of the Cross – acted out for the school by our Year 7 students - and our concluding Holy Week Liturgy, which brought all the events of Holy Week into focus.
- Easter Celebration – all classes received an “Easter Cross” package as a reminder that we are Resurrection People. Each class teacher placed a photo of each student in the class onto a cross that was then laminated and displayed for all to see.
- St Mary of the Cross MacKillop Liturgy
- Yr 7 Graduation Liturgy

Class Liturgies

- Each term all classes prepared a Liturgy reflecting a focus on their unit of study and invited parents to attend their celebration. For the R-3 students, this was in the form of a Liturgy of the Word, and for our Yr 4-7 students, Mass was celebrated in class groups each term. Teachers worked with their students and myself to select relevant music, prayers and reflections to fully engage each child and to create an experience encouraging them to meet God in a more personal way.
- Year 7 students were involved in a unique visit to St Francis Xavier’s Cathedral when the relic of St Francis Xavier’s right forearm was on display.

Sacraments of Initiation

- 16 students from the Tea Tree Gully Parish and 9 students from the Para Hills/Modbury Parish were fully initiated into the Catholic faith in 2012.

- There are currently 27 students from the Tea Tree Gully Parish and 7 students from the Para Hills/Modbury Parish enrolled in the sacramental program for the 2012-2013 enrolment year.
Each year, families are invited to enrol their students in their Parish Sacramental Program which is supported by the school. Preparing for and receiving the Sacraments of Reconciliation, Confirmation and Eucharist, enables each individual to fully participate as members of the Catholic Church.

*Angela Coon*

Assistant Principal Religious Identity & Mission.
Capital Development & Maintenance Committee Report…

Committee Members
Clair Cichon; Matthew Turner; Mark Wauer; Ben McDonald; Ian Denham; Tony Thacker; Celine Barr; Joe De Tullio; Mark Zander; Michelle Sauerwald

The Capital Development and Maintenance Committee worked on a number of priorities during 2012. In an effort to make our school as safe as possible, SFX endured the costly and time consuming task of obtaining an Arborist’s report. The report highlighted the problem trees throughout our grounds and all measures were taken to remove Priority One and Two trees within the required timeframe. The report now means that we will continue to monitor the trees across the school and hopefully replant safer ones in the future.

On a happier note, the CDM Committee was able to work on some projects to better our schooling community. The Library received a much needed face-lift, which has highlighted the front entrance, making a closed and dark space a much more welcoming and more utilized entrance. In addition to this, the library received new furniture and shelving, all of which has helped to improve the tone and usage of this space.

Room 11 officially became the Einstein Room, with some state of the art equipment available for students to ‘play’ with. The room was fitted with a Sound Booth, video camera area and clay animation studio.

The sound system for Xavier Hall was successfully fitted, and has been an excellent addition for the many people that use the facility. Also, a storage shed was erected behind the Hall to enable the chairs and other resources to be stored in there, rather than on the stage.

The Old Chapel was converted into a sensory room, providing a multitude of experiences for children requiring additional support with sensory issues.

The OSHC room was fitted with a new office space, complete with new furniture and compactus. This has allowed for OSHC to reorganize their office space and resources.
As we move closer to embracing the Australian Curriculum in full, SFX has begun to restructure the Year Level clusters so that all teachers can easily access and work collaboratively with their Year Level colleagues. This has meant that the rooms have been renumbered, moved around, and are beginning to receive new furniture.

This year we hope to work on a number of projects across the school, with the air-conditioning in Xavier Hall and rebuilding of the canteen verandah being the two major priorities for 2013.

Clair Cichon
Chairperson – Capital Development & Maintenance Committee.
The Treasurer's Report is submitted on behalf of the School Board and the School’s Finance Committee for the year ended 31st December 2012. The financial statements for the year, prepared by the school using the accrual basis of accounting have been audited by Edward Mars hall.

The 2012 Finance Committee consisted of Karen Noble (Business Manager), Joe De Tullio, Gabby Tullio, Scott Copeland and Ed Agius. The Finance Committee’s main responsibility is to provide advice, guidance and an oversight function in assisting the Principal and the Business Manager discharge their duties. It is also to ensure that the finances of the school are used in the most efficient way in meeting all of the demands in the daily running of the school.

The following report provides a summary of some of the key work and decisions made by the Finance Committee during the 2012 school year. On behalf of the Finance Committee, I would like to thank Kathryn Abbott, Debbie Graeber and Karen Noble for their continued support and dedication in their roles within the finance department of the school.

Review of 2012

The School continued to encounter problems after the implementation of the new Oracle Finance Package during 2011. After running both the old and new systems for a period during 2011, the new Oracle system was exclusively used during 2012, however reporting from the system was very limited for most of the year.

The school has been working very closely with the Catholic Education Office (CEO), who have provided staff assistance during various periods. Improvements have been made over the last 3–4 months, including actual v budget analysis, as well as improved cashflow reporting. The school is in a much better position at this time of the year compared to 12 months ago.

The Finance Committee also reviewed and implemented changes to the structure of discounts for families on School Card, and discussed bringing the accounting and reporting for Out of School Hours Care (OSHC) within the school’s Finance System. There appears to be in principle support for bringing the OSHC finances within the school’s system, however discussions are continuing, with a date still to be finalised.

Through careful management of school income and expenses, 2012 saw the completion of budgeted capital works including the:
- Purchase of a new sound system for Xavier Hall;
- Construction of a new Library entrance;
- Purchase of new furniture for the Library;
- Conversion of the old chapel into a sensory room
- Purchase of chairs for Xavier Hall
- Construction of a storage shed behind Xavier Hall
- Construction of the Kiss and Drop shelter at Park Lake Drive

**Fees**
In our yearly review of fees, the Finance Committee considered a whole range of factors when setting fees for 2013. This included the ever-increasing pressures faced by families in the current economic climate, which the school continues to be mindful of, and the continued speculation of cutbacks to Government Funding as a result of the much anticipated and talked about Gonski Review, the full future impact of which is still unclear. As a result, fees were only increased by 3% on the tuition component for 2013.

The last 2–3 years has seen a slow build-up of fees which remain outstanding for various reasons. The problems encountered during the first half of 2012 with the implementation of the new Finance System resulted in inadequate reporting of the school’s outstanding fees from families, and further exacerbated the problem of non-collection of fees. The finance staff has worked extremely hard with families to resolve issues of non-payment of fees. This has been evidenced by outstanding fees reducing considerably over the last 5–6 months, which is a tribute to the effort put in by Kathryn Abbott in particular.

**2013 Budget**
The school’s 2013 Budget includes income forecast from fees as well as projected grants from both State and Federal Governments, as per the CEO's guidelines. All expenses have been carefully reviewed by the Principal and Finance Committee to ensure the efficient use of resources to maximise the educational experience of all students during the year. Capital items planned during 2013 include:

- Upgrade of various classroom furniture;
- Dismantling and erection of a new verandah in front of the canteen;
- Annual replacement of desktop computers and laptops;

In previous years after prudent management of expenses, the school has been able to produce an actual result in line with or better than budget. The Finance Committee in conjunction with the Principal and Deputy Principal, believe that with continued vigilance and a strong emphasis on monitoring of expenses, the school will be able to achieve a result better than budget.

*Ed Agius*
Treasurer – Finance Committee.
### Finance...

*Extracts from the School's Audited Accounts:*

**ST FRANCIS XAVIER'S REGIONAL CATHOLIC SCHOOL**

**STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 31 DECEMBER 2012**

<table>
<thead>
<tr>
<th></th>
<th>2012</th>
<th>2011</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues from ordinary activities</strong></td>
<td>6,200,386</td>
<td>6,148,387</td>
</tr>
<tr>
<td><strong>Employee expenses</strong></td>
<td>(5,233,698)</td>
<td>(4,674,274)</td>
</tr>
<tr>
<td><strong>Depreciation expenses</strong></td>
<td>(404,402)</td>
<td>(451,758)</td>
</tr>
<tr>
<td><strong>Finance expenses</strong></td>
<td>(148,388)</td>
<td>(156,005)</td>
</tr>
<tr>
<td><strong>Other expenses from ordinary activities</strong></td>
<td>(1,058,156)</td>
<td>(1,054,765)</td>
</tr>
<tr>
<td><strong>Net (loss) from ordinary activities attributable to the School</strong></td>
<td><em>(644,258)</em></td>
<td><em>(188,415)</em></td>
</tr>
<tr>
<td><strong>Other comprehensive Income</strong></td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total comprehensive income</strong></td>
<td><em>(644,258)</em></td>
<td><em>(188,415)</em></td>
</tr>
<tr>
<td><strong>Accumulated surplus at the beginning of the financial year</strong></td>
<td>4,622,229</td>
<td>4,810,644</td>
</tr>
<tr>
<td><strong>Prior year adjustment to depreciation</strong></td>
<td>402,892</td>
<td>-</td>
</tr>
<tr>
<td><strong>ACCUMULATED SURPLUS AT THE END OF THE FINANCIAL YEAR</strong></td>
<td><strong>$ 4,380,863</strong></td>
<td><strong>$ 4,622,229</strong></td>
</tr>
</tbody>
</table>
Extracts from the School's Audited Accounts:

ST FRANCIS XAVIER'S REGIONAL CATHOLIC SCHOOL
STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2012

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>2012</th>
<th>2011</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>CURRENT ASSETS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>33,203</td>
<td>301,893</td>
</tr>
<tr>
<td>Trade and other receivables</td>
<td>189,058</td>
<td>164,148</td>
</tr>
<tr>
<td>Inventories</td>
<td>82,304</td>
<td>102,273</td>
</tr>
<tr>
<td>Other Assets</td>
<td>27,560</td>
<td>-</td>
</tr>
<tr>
<td>TOTAL CURRENT ASSETS</td>
<td>332,125</td>
<td>568,314</td>
</tr>
<tr>
<td>NON CURRENT ASSETS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other assets</td>
<td>993,345</td>
<td>891,388</td>
</tr>
<tr>
<td>Property, Plant &amp; Equipment</td>
<td>7,081,106</td>
<td>6,938,754</td>
</tr>
<tr>
<td>TOTAL NON CURRENT ASSETS</td>
<td>8,074,451</td>
<td>7,830,142</td>
</tr>
<tr>
<td>TOTAL ASSETS</td>
<td>8,406,576</td>
<td>8,398,456</td>
</tr>
</tbody>
</table>

<p>| LIABILITIES      |            |            |
| CURRENT LIABILITIES |        |            |
| Trade and other payables | 337,842   | 356,760    |
| Short term borrowings | 126,787   | -          |
| Short term provisions  | 335,938   | 53,090     |
| TOTAL CURRENT LIABILITIES | 800,567  | 409,850    |
| NON CURRENT LIABILITIES |        |            |
| Long term borrowings  | 1,487,469 | 1,730,657  |
| Long term provisions  | 993,345   | 891,388    |
| Hire Purchase Liability | -        | -          |
| TOTAL NON CURRENT LIABILITIES | 2,480,814 | 2,622,045 |</p>
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount 1</th>
<th>Amount 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL LIABILITIES</td>
<td>3,281,381</td>
<td>3,031,895</td>
</tr>
<tr>
<td>NET ASSETS</td>
<td>$ 5,125,195</td>
<td>$ 5,366,561</td>
</tr>
<tr>
<td>EQUITY</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accumulated Funds</td>
<td>4,380,863</td>
<td>4,622,229</td>
</tr>
<tr>
<td>Reserves</td>
<td>744,332</td>
<td>744,332</td>
</tr>
<tr>
<td>TOTAL ACCUMULATED FUNDS</td>
<td>$ 5,125,195</td>
<td>$ 5,366,561</td>
</tr>
</tbody>
</table>
**Extracts from the School's Audited Accounts:**

**ST FRANCIS XAVIER’S REGIONAL CATHOLIC SCHOOL**

**STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 31 DECEMBER 2012**

<table>
<thead>
<tr>
<th></th>
<th>2012</th>
<th>2011</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accumulated Surplus</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance at 1 January 2012</td>
<td>$4,622,229</td>
<td>$4,810,644</td>
</tr>
<tr>
<td>Net Surplus/(Loss) for the year ended 31 December 2012</td>
<td>$(644,258)</td>
<td>$(188,415)</td>
</tr>
<tr>
<td>Prior year adjustment to depreciation</td>
<td>402,892</td>
<td>-</td>
</tr>
<tr>
<td><strong>Balance at 31 December 2012</strong></td>
<td>$4,380,863</td>
<td>$4,622,229</td>
</tr>
</tbody>
</table>
**Extracts from the School's Audited Accounts:**

**ST FRANCIS XAVIER’S REGIONAL CATHOLIC SCHOOL**

**DETAILED STATEMENT OF INCOME & EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2012**

<table>
<thead>
<tr>
<th>INCOME</th>
<th>2012</th>
<th>2011</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Fees</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition Fees</td>
<td>1,693,396</td>
<td>1,640,086</td>
</tr>
<tr>
<td>Discount Expenses</td>
<td>(173,311)</td>
<td>(140,834)</td>
</tr>
<tr>
<td>Enrolment fees</td>
<td>3,901</td>
<td>7,200</td>
</tr>
<tr>
<td>Other Student Charges</td>
<td>232,284</td>
<td>238,688</td>
</tr>
<tr>
<td><strong>Total Fees</strong></td>
<td>$ 1,756,270</td>
<td>$ 1,745,140</td>
</tr>
<tr>
<td><strong>Government Grants</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commonwealth Government Recurrent Grants</td>
<td>3,077,546</td>
<td>3,129,793</td>
</tr>
<tr>
<td>State Government Recurrent Grants</td>
<td>868,273</td>
<td>804,232</td>
</tr>
<tr>
<td>State Government School Card Monies</td>
<td>7,163</td>
<td>9,764</td>
</tr>
<tr>
<td>Other government grants</td>
<td>146,672</td>
<td>231,969</td>
</tr>
<tr>
<td><strong>Total Government Grants</strong></td>
<td>$ 4,099,654</td>
<td>$ 4,175,758</td>
</tr>
<tr>
<td><strong>Clothing Pool Sales</strong></td>
<td>109,254</td>
<td>104,290</td>
</tr>
<tr>
<td><strong>Less Expenses</strong></td>
<td>(100,496)</td>
<td>(97,608)</td>
</tr>
<tr>
<td><strong>Trading Profit/(Loss)</strong></td>
<td>$ 8,758</td>
<td>$ 6,683</td>
</tr>
<tr>
<td><strong>Other Income</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Income Reimbursement</td>
<td>12,776</td>
<td>10,989</td>
</tr>
<tr>
<td>CESA Other Income</td>
<td>19,288</td>
<td>4,545</td>
</tr>
<tr>
<td>Interest</td>
<td>2,528</td>
<td>2,953</td>
</tr>
<tr>
<td>Long Service Leave</td>
<td>53,100</td>
<td>92,941</td>
</tr>
<tr>
<td>Parenting Leave</td>
<td>104,880</td>
<td>505</td>
</tr>
<tr>
<td>P&amp;F Levy</td>
<td>22,255</td>
<td>23,181</td>
</tr>
<tr>
<td>Rental Income</td>
<td>8,700</td>
<td>6,000</td>
</tr>
<tr>
<td>Sundry</td>
<td>112,177</td>
<td>79,692</td>
</tr>
<tr>
<td>Description</td>
<td>Amount 1</td>
<td>Amount 2</td>
</tr>
<tr>
<td>----------------------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>Total Other Income</td>
<td>$335,704</td>
<td>$220,806</td>
</tr>
<tr>
<td>TOTAL INCOME</td>
<td>$6,200,386</td>
<td>$6,148,387</td>
</tr>
</tbody>
</table>
### Extracts from the School’s Audited Accounts:

**ST FRANCIS XAVIER’S REGIONAL CATHOLIC SCHOOL**  
**DETAILED STATEMENT OF INCOME & EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2012 (CONT)**

<table>
<thead>
<tr>
<th>EXPENSES</th>
<th>2012</th>
<th>2011</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Salaries and Wages</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries - Teaching</td>
<td>3,207,865</td>
<td>3,042,141</td>
</tr>
<tr>
<td>Salaries - Other Teaching Staff</td>
<td>144,597</td>
<td>146,562</td>
</tr>
<tr>
<td>Salaries - Specialist Support Staff</td>
<td>178,415</td>
<td>149,982</td>
</tr>
<tr>
<td>Salaries - Aides and Assistants</td>
<td>310,324</td>
<td>281,628</td>
</tr>
<tr>
<td>Salaries - Administration</td>
<td>188,035</td>
<td>181,325</td>
</tr>
<tr>
<td>Salaries - Finance</td>
<td>167,332</td>
<td>163,417</td>
</tr>
<tr>
<td>Salaries - Maintenance</td>
<td>70,151</td>
<td>67,602</td>
</tr>
<tr>
<td><strong>Total Salaries and Wages</strong></td>
<td><strong>$4,266,719</strong></td>
<td><strong>$4,032,657</strong></td>
</tr>
<tr>
<td><strong>Salary Related</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual Leave - teachers/ OSHC</td>
<td>276,570</td>
<td>-</td>
</tr>
<tr>
<td>Workers Compensation Insurance</td>
<td>37,333</td>
<td>56,305</td>
</tr>
<tr>
<td>LSL Levy</td>
<td>126,009</td>
<td>113,098</td>
</tr>
<tr>
<td>Maternity Leave Levy</td>
<td>43,167</td>
<td>16,042</td>
</tr>
<tr>
<td>Superannuation</td>
<td>412,381</td>
<td>384,490</td>
</tr>
<tr>
<td>Fringe Benefits Tax</td>
<td>1,483</td>
<td>10,437</td>
</tr>
<tr>
<td>OHSW</td>
<td>39,589</td>
<td>30,430</td>
</tr>
<tr>
<td>Staff Training</td>
<td>30,447</td>
<td>30,815</td>
</tr>
<tr>
<td><strong>Total Salary Related</strong></td>
<td><strong>$966,979</strong></td>
<td><strong>$641,617</strong></td>
</tr>
<tr>
<td><strong>Administrative Expenses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Audit Fees</td>
<td>10,230</td>
<td>3,400</td>
</tr>
<tr>
<td>Depreciation</td>
<td>404,402</td>
<td>451,758</td>
</tr>
<tr>
<td>Electricity and Gas</td>
<td>73,107</td>
<td>53,304</td>
</tr>
<tr>
<td>Water and Sewerage</td>
<td>23,246</td>
<td>27,502</td>
</tr>
<tr>
<td>Computer Expenditure</td>
<td>54,490</td>
<td>52,163</td>
</tr>
<tr>
<td>Telephone</td>
<td>10,670</td>
<td>9,809</td>
</tr>
<tr>
<td>Consumables</td>
<td>47,808</td>
<td>59,352</td>
</tr>
<tr>
<td>Advertising</td>
<td>9,183</td>
<td>637</td>
</tr>
<tr>
<td>Rent</td>
<td>6,696</td>
<td>6,696</td>
</tr>
<tr>
<td>Council Rates</td>
<td>3,896</td>
<td>3,315</td>
</tr>
<tr>
<td>Plant and equipment less than $1,000</td>
<td>10,265</td>
<td>10,614</td>
</tr>
<tr>
<td>Item</td>
<td>2022</td>
<td>2021</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>Bad Debts</td>
<td>16,349</td>
<td>102,000</td>
</tr>
<tr>
<td>Other Administrative Expenses</td>
<td>100,707</td>
<td>75,326</td>
</tr>
<tr>
<td>Lease Payments</td>
<td>139,386</td>
<td>143,286</td>
</tr>
<tr>
<td>Insurance</td>
<td>94,940</td>
<td>68,162</td>
</tr>
<tr>
<td>Other Levy</td>
<td>116,183</td>
<td>120,388</td>
</tr>
<tr>
<td>Other Student Costs</td>
<td>147,743</td>
<td>166,620</td>
</tr>
<tr>
<td><strong>Total Administrative Expenses</strong></td>
<td><strong>$ 1,269,301</strong></td>
<td><strong>$ 1,354,332</strong></td>
</tr>
</tbody>
</table>
### ST FRANCIS XAVIER’S REGIONAL CATHOLIC SCHOOL

**DETAILED STATEMENT OF INCOME & EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2012 (CONT)**

#### EXPENSES (CONT)

<table>
<thead>
<tr>
<th></th>
<th>2012</th>
<th>2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintenance of Facilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maintenance - Contractors</td>
<td>78,682</td>
<td>37,071</td>
</tr>
<tr>
<td>Maintenance - Materials</td>
<td>9,449</td>
<td>6,599</td>
</tr>
<tr>
<td>Gardens &amp; Grounds - Materials</td>
<td>9,574</td>
<td>16,808</td>
</tr>
<tr>
<td>Caretaking &amp; Cleaning - Contractors</td>
<td>82,662</td>
<td>79,152</td>
</tr>
<tr>
<td>Caretaking &amp; Cleaning - Material</td>
<td>6,779</td>
<td>6,374</td>
</tr>
<tr>
<td>Caretaking &amp; Cleaning - Security</td>
<td>6,111</td>
<td>6,186</td>
</tr>
<tr>
<td><strong>Total Maintenance of Facilities</strong></td>
<td><strong>$ 193,257</strong></td>
<td><strong>$ 152,191</strong></td>
</tr>
<tr>
<td>Finance Expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bank Charges</td>
<td>8,400</td>
<td>8,073</td>
</tr>
<tr>
<td>Interest on Borrowings</td>
<td>139,988</td>
<td>147,932</td>
</tr>
<tr>
<td><strong>Total Finance Expenses</strong></td>
<td><strong>$ 148,388</strong></td>
<td><strong>$ 156,005</strong></td>
</tr>
<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td><strong>$ 6,844,644</strong></td>
<td><strong>$ 6,336,801</strong></td>
</tr>
<tr>
<td><strong>SURPLUS / (LOSS)</strong></td>
<td><strong>$ (644,258)</strong></td>
<td><strong>$ (188,415)</strong></td>
</tr>
</tbody>
</table>


**Education Committee Report...**

**Education Committee Members**

Kelly Zander (School Board Rep & Committee Chairperson); Julieann Simonetti (2012 Staff Rep); Angela Coon; Frank Gavini; Natalie Spackman; Kathy Marusic; Joy Fredella; Malia Kanongata’a (2013 Staff Rep); Joe De Tullio

- The continued process of updating and reviewing all school policies has continued with the Head Lice Policy, Asthma Policy and Mobile Phone Policy completed in the past 12 months.

- Due to the changes in kindergarten hours, we are now running a Playgroup. This commenced in Term 3 2012 with great numbers, and these have remained steady throughout the year. The program is registered with the Playgroup Association.

- Little Xavier’s has also been affected by the changes to kindergarten hours. We are now offering two 3 hour sessions, where we are transporting children to and from Wynn Vale Community House Kindergarten where and as necessary. This program has been very successful and sought after by parents enrolling their children at St Francis Xavier’s. Our Reception teachers report that the settling process for children commencing school for the first time is much faster and less stressful for all.

- Our Education Brief is currently being worked on, to present with the School Master Plan. This will assist with future building requirements etc.

- A Parent Survey has been completed and is ready to roll out on Survey Monkey. It has been a number of years since we have sent out a full Parent Survey. In keeping with the times, we are offering the flexibility of completing the survey on line through Survey Monkey, but hard copies will also be available through the Front Office.

- Two new programs were introduced into our Special Education program this year - The Phonological Support (Reception & Year 1), and the Dyslexia Program (Years 2–7). In addition, the Reading Recovery Program has been renamed to Book Worms, and reformatted so that we can reach more children requiring assistance.

- The Laptop Program has remained strong throughout 2012, with many new families taking up the offer of purchasing/leasing a laptop for their child/ren (Years 3–7). First Tech went into liquidation late last year, but fortunately this has had little impact on our program.
We will be sourcing a new company to proceed with rollouts in 2013, and further information will be provided to parents when we know more about the First Tech situation.

The Education Committee meets twice each term, and new members are most welcome to join. If you have an interest in the educational direction of the school, we would encourage your participation.

Kelly Zander
Chairperson – Education Committee.
Parent Community Committee Report...

2012 saw another busy year for the Parent Community Committee. Many events were held including: Disco’s for all year levels; Sausage Sizzle for Sports Day and the Busy Bee; Halloween themed Family Fun Night; and Mother’s & Father’s Day Stalls.

By hosting such events, and through the commitment and dedication of the Committee’s volunteers, we have been able to support the school community by providing funding in the following areas: Hard court seating; Cubby House; Chairs for Xavier Hall; 2 Giant Chess sets; a Giant Connect Four (outside) game; and Shelter to cover our play equipment.

In addition, we also welcomed new families to SFX at the Parent Information Nights and Transition Morning Workshops.

The profit from 2012 PCC events was a little lower than in past years. We had no specific fundraising event/drive this year, and disappointingly, also had to postpone one of our major events due to lack of numbers. With this in mind, we will be looking at the direction that the PCC takes for 2014, with a survey to families being distributed late this year to see what events are most likely to be supported.

The last twelve months also saw planning and preparations for our 2013 Mad March Fair begin. Over the next few weeks we will have an indication on how financially successful the day was, however, success can be measured on many levels. Looking at the crowds, happy faces, and people of all ages enjoying themselves on the day, reflects what a wonderful, community event this is. It is an absolute credit to all those who volunteer their time, from the Mad March Fair Organising Committee, Stall Holders, to the SFX community as a whole, for rallying together an army of volunteers who spend countless months and hours before the day preparing for the event to run smoothly.

This cohesion is indicative of the type of school spirit that we as a PCC endeavor to foster. We aim for a positive community spirit that enables us to “Fund”, “Fun” and “Friend” raise. It’s about working together as a school community to support our children in their educational environment by contributing to school improvements and initiatives.

Proceeds from this year’s Mad March Fair have been committed to the purchase of seating for the Year 4/5 undercover area, and to contributing towards a proposed new shelter area for the Canteen.
As always, the Committee has seen some changes over the last twelve months. There was the welcome addition of some new members, but sadly, the end of last year saw us having to farewell Jan-Maree Wauer as our Chairperson. Jan-Maree was a wonderful, dedicated member of our community, and we thank Jan-Maree for her time and commitment. Jan-Maree’s departure has placed me in the role of “Caretaker” Chairperson until the next election.

In addition to assisting with Mad March Fair preparations, we have been busy planning the PCC Calendar of Events for 2013, and are also working on 30th Birthday Celebrations! A Year 2/3 Disco and Mother’s Day Stall are the first couple of events scheduled for this year.

2013 has started with a wonderful Big Birthday Bash at the Mad March Fair, and there are many exciting events to fill the year ahead. I hope that everyone will enjoy the journey with us.

The PCC would like to extend a huge thank you to the SFX community. We are always mindful of the vast contributions and generosity that our families afford us, and we hope that our events and fundraisers continue to meet the high standards of fun and purpose that you have all come to expect.

The PCC meets Wednesday evenings, twice a term, and we welcome new faces to the Committee anytime throughout the year!

Chantelle Walker
Acting Chairperson – Parent Community Committee.
OHS&W Committee Report…

The following is a summary of OHS&W performance for the reporting period 1st January to 31st December 2012.

1. Injury Data

Injury data for the reporting period is summarised in the tables below.

<table>
<thead>
<tr>
<th>Total no workers compensation claims</th>
<th>3</th>
<th>Total no employees currently on rehabilitation</th>
<th>0</th>
</tr>
</thead>
<tbody>
<tr>
<td>No of injuries resulting in lost time</td>
<td>1</td>
<td>Total lost time</td>
<td>25 days</td>
</tr>
<tr>
<td>Total no of incidents/injuries/near miss reports</td>
<td>20</td>
<td>Total no of investigations conducted</td>
<td>20</td>
</tr>
</tbody>
</table>

Summary of body parts injured from workers compensation claims and incident reports.

<table>
<thead>
<tr>
<th>Part of Body</th>
<th>No Injuries</th>
<th>Part of Body</th>
<th>No Injuries</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upper Limb</td>
<td>2</td>
<td>Hands/fingers</td>
<td>1</td>
</tr>
<tr>
<td>Lower limb</td>
<td>1</td>
<td>Feet/toes/knees</td>
<td>5</td>
</tr>
<tr>
<td>Back</td>
<td>1</td>
<td>Eyes</td>
<td>1</td>
</tr>
<tr>
<td>Trunk</td>
<td>4</td>
<td>Head/neck</td>
<td>4</td>
</tr>
<tr>
<td>Psychological</td>
<td>1</td>
<td>Other</td>
<td>0</td>
</tr>
</tbody>
</table>

Note: A lost time injury is a work related injury that results in time off work by way of a Prescribed Medical Certificate.
2. **Reportable Incidents**

The number of reportable incidents to Workplace Services: 1
Workplace Services attended: Yes (SafeWork SA)
Actions taken as a result of the incident:
Arborist report was obtained and recommendations implemented (this had already been instigated prior to the incident).

3. **Consultation**

- The OHS&W Committee met once each term
- OHS&W is on each staff meeting agenda
- OHS&W Coordinators also meet once a term

4. **Workplace Inspections**

Workplace inspections were completed at the end of Term 2 and Term 4.
Improvements include:

- Computer cables were tied up
- Playgrounds were thoroughly checked – platform on new Reception playground was fixed under warranty and the tubing and pommels replaced on the Upper Primary playground
- Carpet joins have been re-glued
- 2 new appropriate office chairs are required for IT
- Telephone cable fixed

5. **Safety Initiatives**

The following OHS&W strategies have been achieved in 2012:

- Ongoing improvements made to pavers
- Emergency procedures for OSHC were reviewed and updated
- Internal audits of the following standards were completed: Plant Management, Incident/Accident/Near Miss Reporting, Purchasing, Electrical, Volunteers
- Arborist report was obtained in July and the 3 x priority 1 trees were removed immediately. The 10 x priority 2 trees were removed in the Sept/Oct school holidays.
- Lock Down during PLAY procedure was reviewed, updated, and trialled with a positive outcome.
Tony changed the door locks in Rooms 1–16 and OSHC to avoid entrapment issues.

Tony built storage shelves in the Music Room to assist with safer storage of instruments and to avoid trip hazards.

A new hazardous plant register was drafted, along with the associated risk assessments for each item, with Tony’s assistance.

Tony built netball goal racks in the gym to properly and neatly store this equipment.

A fully stocked concertina first aid kit was purchased for camps, as this is more user friendly when an incident requiring attention occurs.

Asthma kits and triangular bandages were included in the duty bags, following our asthma and first aid training.

Glass panels were put into Joe, Gabby and Angela’s office – for their own protection when students are in the room.

An amplifier and extra speaker were installed in the village area to ensure staff and students can hear announcements clearly.

Crisis Management Plan reviewed.

Asbestos was checked to ensure no exposure has occurred

The gates used for OSHC have had return springs and pool latches installed.

6. **Areas Identified for Future Improvement**

Areas that were identified during 2012 for improvement in 2013 are:

- Priority 3 trees highlighted in the Arborists report require pruning/maintenance
- Internal audits of Hazard Management, Voice Care, Workplace Substances, Fall Prevention, Vehicle, Skin Cancer and UVR, Induction and Training, Remote and Isolated Work, Health and Well-being, Rehabilitation, Document and Record Control and Environment need to occur.

7. **Training**

3 new staff members completed their OHS&W induction in 2012.

All student teachers and relief staff have also completed an induction into our OHS&W Program.

The following OHS&W professional training was completed in 2012:

- First Aid (all Staff)
- Asthma Training (teachers)
- Epi-pen Training (teachers)
- National Occupation Health & Safety Construction Induction – White Card (Tony)
- Operate Work Platforms – Yellow Card (Tony)
Risk Assessments (teachers)
Fire Warden Training (Tony and Frank)
Electrical Awareness Information Session (Tony)
Working at Heights (Tony)

The following in-house OHS&W training was conducted in 2012:

- Emergency Drills (once every term)
- OHS&W Inductions
- Abuse and Neglect Training – online (all Staff)

The following WHS Professional training need to occur in 2013:

- Conflict Management
- Voice Care
- Bullying and Harassment
- Health and Well-being

Nicky Dnistriansky
OHS&W Coordinator
Here at St Francis Xavier’s Out of School Hours/Vacation Care Program it is the small things we repeatedly do that make a big difference in a child’s life. We provide a secure, safe environment with routines and set behaviours. Children are supported to express their feelings and ideas with others, and to interact with care and respect. Above all they come to OSHC to have a fun time with their friends.

This year the staff have attended training in Fire Safety, Senior First Aid, Asthma, Epipen and Anaphylaxis.

In addition, and in the lead up to the new “My Time, Our Place” framework that was implemented in January of this year, throughout 2012 staff were required to attend various OSHC forums, hub group meetings, training sessions and workshops with Inclusive Directions (support agency).

An audit was done by the Tea Tree Gully Council of our kitchen facilities. This is done on a yearly basis, and forms part of the Child Care Regulations. This audit covers all aspects of hygiene.

Extra storage was built to accommodate sporting equipment, toys and other. This has been greatly utilised and we are very thankful for this. A new office was installed with a compactus, cupboards, desk, carpet and pin-boards. All these new acquisitions were paid for by the program.

Due to an increasing demand for care, we lodged an application for additional places. Approval was granted, and we are now licensed for 70 in the mornings and 60 for Vacation Care. Afternoon places were not increased as we are already at our capacity of 92. With such high numbers attending in the afternoons, we are now utilizing the Little Xavier’s Room on Tuesdays and Thursdays for the children who attend from Wynn Vale Kindergarten, as well as for our Reception students. Being in a quieter environment is working well when they need to wind down at the end of the day.

The Active After School Communities program continued again in 2012, providing the children with athletics, soccer, tai chi and martial arts. Using the hall for these activities has been a great benefit to the program.
The Vacation Care program has continued to provide for the families of the school and surrounding schools, a variety of activities that children enjoy. Children are regularly asked what type of activities they would like to do, so their choices are always put on the top of the list. Numbers have increased in 2012, and pleasingly, these have been the highest for quite some time.

During the year 3 new staff members were employed for both OSHC and Vacation Care. In total we have 17 staff; of these 8 are regular OSHC workers. I would like to thank them all for their support and hard work during the year. I am very appreciative knowing that I have a dedicated team working along-side me. I would also like to thank the Management Committee for their ongoing support, and look forward to working with them again in 2013.

Gail Wilkey
Director - OSHC.
OSHC Management Committee Report…

Committee Members
Kelly Zander; Gail Wilkey; Janette Burchell; Ashley Pope; Natalie Phillips; Joe De Tullio; Lesley Campbell; Michelle Ovenden; Julie Frith

Firstly I’d like to thank all members of the Committee both past and present for all their hard work, as well as Gail and her staff for their hard work and dedication.

Numbers this year continue to rise in Before and After School Care, with more than 80 students in care on some afternoons. This is very busy for our staff.

This year the program has been very productive, and lots of changes have occurred in the last twelve months to our physical space. We have had a great store room built, an office renovation with a compactus for much needed storage, and have just purchased some new toys for our kitchen corner. We will also be purchasing a new flat screen television, which will enable us to utilise more channels.

At the commencement of After School Care sessions, we have started utilising the Little Xavier’s room for the younger children. We combine again after the numbers reduce, and this has been very effective and not so overwhelming for the younger ones.

Quality framework has come into play, and Inclusive Directions has been employed to help give us guidance with this. Gail and the staff have found this very helpful, as there is a great deal of work that goes into the program which is not seen, and an endless amount of paperwork and new policies and procedures being reviewed.

The program instigated a survey last year in relation to OSHC/Vacation Care, and the responses were good. Nothing too glaring came from this, and the use of the Little Xavier’s room for the younger children was one initiative that was undertaken as a result of the survey.

Last year saw a small profit for the program, which will again be used to replenish old and tired equipment.

We have again hired new staff for the program, and they are fitting in well.
The Committee discussed the fees for this year, and has found it necessary to increase fees for both OSHC and Vacation Care. We have tried to keep the increase to a minimum, but unfortunately increased costs in running the program has given us no option but to pass these costs on.

a) Increase in Vacation Care prices to a flat fee of $48 per day for both excursion and non-exursion days, effective from April holidays.

b) Increase daily care for mornings to $8 - an increase of $0.25 effective 1/7/13.

c) Increase daily care for afternoons to $15 - an increase of $1.25 effective 1/7/13.

We look forward to the upcoming year and the challenges that it will bring. We are on track, and hope that this year we break even or have a small profit that we can again reinvest into the program.

Lesley Campbell
Chairperson – OSHC Management Committee.
Sports Committee Report...

Sports Committee Members
Chairperson - Lisa McDonald; Treasurer – Wayne Burt; Secretary – Kym Collins; Board Rep – Scott Copeland; Teacher Rep – Luke Taverner, Gabby Tullio; Sports Coordinator – Cathy Turner/Tania Krawczyk; Members – Duncan Ball, Sara Carrello

Many thanks to the Sports Committee for their dedication throughout the year.

The Committee has had another successful year, holding their 8th annual Sports Presentation Evening to thank the coaches for their hard work, and to recognize the players’ commitment to SFX Sports teams. There were - 10 netball teams; 12 basketball teams; and 2 cricket teams competing in after school competitions.

This year we were very lucky to get Adelaide 36er, Anthony Petrie to come and talk about his sporting career. Anthony was a fantastic speaker, with some great tips for the children to work on in their own sporting life. He also stressed the important role that parents play in the development of their children in sport.

2012/2013 Carnival Results
Soccer
TTG Soccer Carnival – 1st for Boys & Girls
1 student selected to represent the State in 12&U team which played in Darwin.

Softball
TTG District Softball – Girls equal 1st, Boys – 2nd

Swimming
Catholic Carnival
3rd in TTG SAPSASA Carnival with five of our students invited to attend the Metropolitan Championships.

Basketball
4 teams participated – 6/7 Boys through to finals

Catholic Netball
18 teams went – great day with a lot of parents also involved

KO Netball
Girls & Boys teams

KO Footy
Boys
KO Cricket    Boys
KO Soccer     Boys & Girls – girls went through to quarter finals
Cross Country 7 students finished with top 3 places, with a number of other students finishing strongly.
               2 students represented SA at National Championships
               Catholic – 2 Gold and 1 Silver with other strong finishes
Athletics     1st in SAPSASA Carnival, with many students being invited to join the TTG SAPSASA District Team.
               Catholic – Boys & Girls
Hockey        TTG SAPSASA Carnival – Girls 1st
Football      TTG Carnival – Girls 1st
Aerobics      6 troupes qualified for the SA State Finals

St Francis Xavier’s had representatives at TTG District SAPSASA events in the following sports:

- Tennis
- Cricket
- Softball
- Athletics
- Swimming
- Soccer
- Hockey

*Tania Krawczyk*
Sports Coordinator.
Nominations …

Michelle Ovenden

“My name is Michelle Ovenden. I am married, work part-time, and have 2 daughters in Years 3 & 1. I have been on the School Board for the past 2 years, and hope to be re-elected for another term.

I believe the School Board is a very important part of the school’s running, and that parent input is invaluable. I am involved in the school in many ways, from the classroom; member of the OSHC Committee (School Board portfolio); volunteer in the Uniform Shop; Uniform Committee member; LAP volunteer; member of the Mad March Fair Organising Committee.”

Michelle Ovenden

Michelle Sauerwald

“My name is Michelle Sauerwald and I have previously served on the School Board for a period of six years – three as Secretary and three as Chairperson. It has been an honour and a privilege to serve St Francis Xavier’s Catholic School in this way. My son Kyle graduated from Year 7 last year, and my daughter Madison is currently in Year 5.

Our school faces many challenges going forward – from changes in funding at both State and Federal level, the new Australian Curriculum, maintaining and upgrading facilities on limited budgets, as well as finding ways to continue to engage with our students, teachers, management, parents and community.

I believe that my previous experience on the School Board, as well as a member of the PC Committee, the Capital Development Committee and previously on the OSHC Committee, will enable me to provide advice, guidance and assistance to both the School Board and broader school community to ensure that our school is able to face its future with certainty and enthusiasm. I also hold a very firm belief that we are here for our children – that our decisions should always be made in the best interests of our children, as well as our staff and families.

I would be absolutely delighted to return to the School Board for a further two years.”

Michelle Sauerwald
Matthew Turner

My name is Matthew Turner, and I have 2 children at St. Francis Xavier's - Lara in Year 6 and Jack in Year 2. I am an Engineer, currently working as a Technical Manager at BAE Systems, Australia's largest defence contractor.

I am the current Chairperson and a Director on the HeartKids SA Board, and have served as part of this group for a number of years. HeartKids is an organisation supporting children and families affected by Childhood Heart Disease.

I have been Chairperson of the SFX School Board for the past year, and have also previously served as Chair of the Capital Development & Maintenance Committee. Should I be successfully re-elected, I would welcome the opportunity to continue my contribution to the school as part of the Board.

Matthew Turner

Kelly Zander

"I have been fortunate enough to meet many parents at the school during our past six years, and thoroughly enjoyed my time on various committees and events at the school. We have a daughter, Caitlin, in Year 6, and my husband Mark is also involved on the Capital Development Committee.

I have held a position on the School Board for the past 4 years. During this time I have worked with the Education Committee, OSHC, and also been involved as a parent with PCC, Uniform Shop and Mad March Fair Committees.

With the Education Committee we have seen many programs evolve from an idea to introduction. To name just some of these programs - Laptops from Years 3-7; Anti-Bullying Day; Chinese in Years 6 and 7; and numerous changes/updating of policies and procedures.

I would like to continue working with the School Board over the next two years should I be re-elected, and this will then see my time at SFX come to an end when Caitlin graduates in Year 7."

Kelly Zander