

## ST ANNE'S SCHOOL EDUCATION BOARD ANNUAL REPORT 2019

On behalf of St Anne's School Education Board (SEB) I am pleased to present an overview of the activities of the 2019 School Education Board.

As Chairperson of the School Education Board I have been able to work with a committed group of parents and staff who have been invested in the school and the students. Each meeting the students have been at the heart of our conversations and decision making. Each member of the School Education Board brings representation from different experiences and year levels and I believe this has helped us to arrive at balanced and considered decisions throughout the year.

This year we met on 5 occasions with a shorter meeting before the Annual General Meeting. In addition to this subgroup of the School Education Board met early in the year to finalise the implementation of the reporting and assessment plan that was devised last year.

This aligned to the following continued goal for 2019;

This year, a goal for the SEB was established to;

*“Continue to implement strategies to improve reporting and parent teacher interview processes.”  
(Michael James SEB Chair 2019)*

The school Principal has provided members of the School Education Board with updates on School Improvement programs and staff professional learning. In particular this year the school has shared its learning from a project that it has been involved in called ‘The Learning Collaborative’. One of the significant improvements in Professional Learning meetings at the school has to participate in case management meetings where teachers would meet and discuss student growth and set instructional priorities to help this student progress their learning.

Many policies have been reviewed, discussed and ratified throughout 2019 SEB meetings including the following;

- Advertising
- Anaphylaxis
- Camp
- Cleaning and Maintenance
- Visitors on School Grounds
- Use of Private Vehicles
- Vehicles on School Premises
- Furniture and Equipment
- Pets in School
- Parents Association Funds
- Allocation
- Strawberry Fair Funds Allocation

The school accountant Bernard Negline has kept the board up to date with the financial progress of the school and in particular with the tracking of the planned budget against actual expenditure at various stages of the year. The school maintains a sound financial position and Bernard and Michael continue to liaise and manage the school finances to ensure they are aligned to the expected bank balances outlined by Catholic Education Melbourne.

We thank Bernard and Michael for their careful management of the school's finances.

Other matters that the SEB has discussed throughout the year have included;

- ★ [School Closure Days](#)
- ★ [Strawberry Fair Funds 2019](#)
- ★ [School Improvement Survey Feedback](#)
- ★ [Summer Interschool Sports](#)
- ★ [Newsletter / App Use and Purpose and Communication](#)
- ★ [Child Safety - Reviews and Updates](#)
- ★ [2019 School Review](#)
- ★ [Master Plan Considerations](#)

I would like to thank our Deputy Principal Jane Weekes and teacher representative, Julie McLachlan for their dedication and commitment to the SEB. Both Jane and Julie represent the school staff and also give due consideration to the needs of the children and teachers when communicating with the SEB.

We thank Michael for his continued commitment to the St Anne's community. In my role as Chairperson I have come to better understand the complexities of Michael's role. Michael is proud of the school community and his staff and we appreciate his leadership and continued focus on school improvement and building social capital in the St Anne's community.

Kate Kennedy has again taken on the role of Secretary in 2019. In many respects this is the most demanding of roles and Kate has continued to provide accurate, timely and clear minutes that have represented the activities of each meeting.

Thank you to Ingrid Ross who has represented the Parents Association on the SEB this year. Ingrid has been a conduit between the SEB and the Parents Association and has liaised between the two groups whenever consideration has been required on matters relevant to both groups.

I have enjoyed the privilege of being the Chairperson of the School Education Board in 2019. Many of the activities of the SEB continue to reassure me that my children are in a safe, happy environment where the teaching staff are continuing to provide academic rigour and care for each of my children.

Finally I would like to thank Philippa Tolme for her ongoing and continued support of the school in her role as a member of the School Education Board and Reporting and Assessment

sub-committee. Philippa has been very generous with her time in the St Anne's school community.

**2020 Goal:**

To use the finding in the 2019 School Community Partnerships school review report and develop strategies within the highly effective Domain that will enhance school partnerships at St Anne's.

With kindest regards,

**Michael James**

**Chairperson, St Anne's Education Board 2019**