

# Annual Reporting for 2017

## St Joseph's School Pemberton

### Annual School Improvement Plan

#### Annual School Improvement Plan – St Joseph's School Pemberton 2017

System Strategic Outcomes (LEAD)	School Strategic Plan Link (School Strategic Plan)	SMART Goals (Specific, Measurable, Achievable, Result Orientated, Timed)	Strategies To Achieve the Goal		Links	Responsibility	CEO Service Delivery Support & other Key Resources	Success Indicators
			School Climate Strategies	Operational Strategies				
WHY	WHY	WHAT	HOW we will work together	HOW we will do what we do		WHO is responsible to deliver and WHEN		Reportable in Annual Report
<b>Learning</b>  Enhance student achievement and wellbeing  Increase student and staff engagement in their own learning and faith formation	<b>Strategic Objective 1</b>  <i>Strengthen a consistent, team based approach across year groups to the teaching of Literacy and Numeracy.</i>	<ul style="list-style-type: none"> <li>In 2016, teachers will implement whole school approach programs based on Literacy and Numeracy.</li> </ul>	<ul style="list-style-type: none"> <li>Review and revise literacy and numeracy approaches at PLC discussions.</li> <li>Review and revise EDI strategies at PLC discussions.</li> </ul>	<ul style="list-style-type: none"> <li>School visits to view other teachers</li> <li>Diana Rigg (K-6)</li> <li>Cars and Stars</li> <li>Accelerated Reader</li> <li>Oxford Maths</li> <li>Staff Handbook</li> </ul>		<ul style="list-style-type: none"> <li>All staff to implement and review during PLC meetings</li> <li>Commence Term 1, 2017</li> </ul>	<ul style="list-style-type: none"> <li>School Support Consultant</li> </ul>	<ul style="list-style-type: none"> <li>Review by staff in T4 to look at the effectiveness of whole school approaches using a staff checklist and feedback - created by staff.</li> </ul>
	<b>Strategic Objective 4</b>  <i>Establish processes and opportunities to increase staff learning and feedback on their teaching.</i>	<ul style="list-style-type: none"> <li>In 2017, all teaching staff will be involved in peer to peer feedback sessions on areas as defined by individual staff.</li> <li>In 2017, all teachers will engage and trial a model of 'Explicit Direct Instruction' that focuses on               <ul style="list-style-type: none"> <li>TAPPLE</li> <li>CFU</li> <li>lesson objectives</li> <li>success criteria</li> <li>warm ups</li> <li>plenary</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Develop feedback templates.</li> <li>Review and revise EDI strategies at PLC discussions.</li> </ul>	<ul style="list-style-type: none"> <li>Staff to be released to collaborate with others on designated focus areas.</li> <li>Staff to choose focus areas in Term 1, 2017 and document at first PLC</li> </ul>			<ul style="list-style-type: none"> <li>Text - 'Explicit Direct Instruction' by Hollingsworth and Ybarra.</li> </ul>	<ul style="list-style-type: none"> <li>Mid-year staff review conducted by Carlo at end of Term 2.</li> </ul>
<b>Engagement</b>  Enhance parental engagement in their child's learning and faith formation	<b>Strategic Objective 2</b>  <i>Develop our people to be leaders in Catholic education's mission.</i>	<ul style="list-style-type: none"> <li>In 2017 we will promote parental engagement and involvement in Sacramental celebrations</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Class Newsletters</li> <li>'In Touch'</li> <li>General Meetings</li> <li>Parent Information Night</li> <li>Notice Board</li> <li>P&amp;F Meetings</li> <li>PCN</li> </ul>		<ul style="list-style-type: none"> <li>All staff</li> <li>Principal - In school survey (term 1) - to be developed.</li> </ul>		<ul style="list-style-type: none"> <li>Increased percentile in climate survey.</li> </ul>

## Annual School Improvement Plan - 2017

System Strategic Outcomes (LEAD)  WHY	School Strategic Plan Link (School Strategic Plan)  WHY	SMART Goals (Specific, Measurable, Achievable, Result Orientated, Timed)  WHAT	Strategies To Achieve the Goal		Links	Responsibility  WHO is responsible to deliver and WHEN	CEO Service Delivery Support & other Key Resources	Success Indicators  Reportable in Annual Report
			School Climate Strategies  HOW we will work together	Operational Strategies  HOW we will do what we do				
<b>Accountability</b>  Increase understanding of our individual and collective responsibility for Catholic Education's mission  Ensure inclusivity, good governance and the resource allocation required to meet our mission	<b>Strategic Objective 4</b>	Review and develop playground structural facilities that are more engaging for students.  • During 2017 develop a CDP that aims to upgrade the current playground area to better cater for the overall development of students (educational, social, physical, etc).	• Liaise with CEO Resources re: construction and financial issues. • Consult with CEO Early Years re NQS requirements. • Seek commercial advice regarding playground development.	• Formulate a 'Playground' working committee comprising parents, staff and students.		• Principal • School Board • Playground working committee  • Commence Term 1, 2017	• CEO Resources • Peer Principals • PSA • Early Years Consultant	• That a CDP has been completed & presented to CEO for approval regarding the playground upgrade.
	<b>Strategic Objective 1</b>	Develop Catholic Culture through opportunities for staff, parents and students to develop their faith and school core values.  • Continue to teach the PBS behaviour matrices and teach students about the PBS pillars.  • Continue to promote and teach MJR program.	• PBS team will liaise with staff about the progress and implementation of PBS.  • Continue MJR program to all students.	• Display behaviour matrices around school grounds. • Provide information to parents and students regularly. • Explicitly teach behaviour expectations to students • Utilise student gatherings to reinforce MJR principles (Monday morning)		• All staff • Principal • Commence term 1	• PDHS (PBS Support) • MJR Resources • Peter Mitchell professional learning sessions • Peer Principals	• PBS student and staff surveys (SET, SAS & TIC)

**COMPONENT REVIEWS during this year:** 308 Effective Pedagogical Practices, 304 Targeted use of School Resources, 402 Pastoral Care of Students

### Report on progress towards the school's ASIP goals for 2017

- The school was successful in implementing whole-school programs in Literacy and Numeracy. Diana Rigg Spelling, Cars and Stars Comprehension program and Oxford Maths programs are now embedded in the teaching and learning practices of the school.
- The staff implemented a peer-to-peer feedback model in 2017. Feedback mechanism to be reviewed again in 2018 to ensure effectiveness.
- An 'Explicit Direct Instruction' model of teaching was trialled by all teachers in 2017. Some classes embraced this approach more than others. In 2018, we will continue to work towards a shared vision and approach to teaching and learning.
- Increasing parent engagement in Sacramental celebrations remains an ongoing challenge, with little positive change occurring in 2017.
- A 'Playground Working Committee' was successfully formed and the school was able to begin the construction of two nature playground areas in the school. These areas need to continue to be enhanced in 2018, with a new committee formed to determine the next steps.
- The MJR and PBs programs have been embraced by all at the school and have become an important element of school culture.

## Financial and Infrastructure Report

St Joseph's School budgets for annual maintenance each year to ensure school buildings and resources are maintained. The School Board approves the maintenance to be carried out each year. There are also times when necessary maintenance needs to occur out of the control of the current scope of work to be completed. In 2017, St Joseph's upgraded the storage area in the library and commenced work on two nature playgrounds (for upper and lower primary).

<b>RECURRENT INCOME</b>		
Tuition Fees	42,704	
Amenities, Insurance & Technology Fees	4,600	
School Excursions (camps etc.)	3,200	
Interest	2,800	
State Government Grants	105,896	
Commonwealth Recurrent Grant	962,432	
Commonwealth Health Card Assistance	12,948	
Building Levy	6,200	
Canteen income	6,350	
Uniform shop income	6,200	
<b>TOTAL RECURRENT INCOME</b>	<b>1,153,330</b>	
<b>CAPITAL INCOME</b>		
<b>TOTAL CAPITAL INCOME</b>	<b>-</b>	
<b>TOTAL INCOME</b>	<b>1,153,330</b>	

<b>RECURRENT EXPENDITURE</b>		
Salaries, teachers, relief, admin, assistants, etc.	769,148	
Other Staff Related Exp-LSL, W/C, Super, payroll levy	114,678	
Staff Training & Assoc Exp	9,000	
Teaching Expenses & Materials& Books & Library Resources	19,900	
Teaching/Classroom Expenses - Other Levies, excursions, trips	9,830	
Yearbook, prizes, awards night	2,450	
Computer/Internet & Assoc Exp	75,793	
Co-responsibility Building Fund Levy	6,660	
Maintenance - buildings, grounds	13,000	
Cleaning & Security Expenses	7,900	
Light, Power, Water, Shire	15,800	
Insurance, cartage, car run exp	26,250	
General Office Admin Costs	33,333	
Canteen expenses	4,950	
Uniform shop expenses	5,900	
<b>TOTAL RECURRENT</b>	<b>1,114,592</b>	
<b>CAPITAL EXPENDITURE</b>		
Information Technology Equipment	5,600	
Equipment-Other	1,500	
Improvements	3,000	
Replacement Motor Vehicle	24,200	
Provision for Deferred Maint & IT		
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>34,300</b>	
<b>TOTAL EXPENDITURE</b>	<b>1,148,892</b>	
<b>SUMMARY</b>		
<b>RECURRENT INCOME</b>	<b>1,153,330</b>	
<b>CAPITAL INCOME</b>	<b>-</b>	
<b>RECURRENT EXPENDITURE</b>	<b>1,114,592</b>	
<b>CAPITAL EXPENDITURE</b>	<b>34,300</b>	
<b>RESULT SURPLUS</b>	<b>4,438</b>	

## **Board Chair Report to the School Community 2017**

### **MY FINAL THANK YOU AND FAREWELL**

I sit and reflect...24 years, where did it all go.

I started as a new Mum to St Joseph's School with my first child in 1993 with a new fresh faced graduate teacher Miss Jenour (aka Mrs Ellis). Time seemed to slip and slide by very quickly with the last of my six children to all graduate this most fantastic school this year.

Throughout my journey I have created so many memories and milestones to treasure but more

Importantly "Friendships" with both parents and teachers alike.

Here I find myself in my final two years at St Joes as the President of both the School Board and P&F, these positions come with a huge privilege and honour to be able to work with many talented and dedicated teachers, parents and students.

So tonight, I sit with so many thank yous I need to say, to so many people.

Firstly, Thank you to the members of the School Board and Principal Mr Carlo Pardini who have given their full commitment to ensure St Joseph's school continues to run with harmony and stability.

To the P & F - What an awesome group of people we have. There is never an event too big or too small that our Parents and Friends cannot conquer to help fundraise and achieve financial goals for the needs of our Students, Staff and school in general.

Not only do we raise money, we raise "Friends". St Joseph's P & F have held many family and fun orientated events to help welcome new families and build a community within our school parents and from all things I have been involved in, I can honestly say that I just loved those times the most.

"Staff and Students combined". I have seen student numbers up to 130 plus and in December 2017 we have only 47, but never have I seen the professionalism of staff at St Joes falter. Year in and year out, as students and teachers come and go I have observed the professional and personal interaction with great delight and knowing that we have given our children the best primary education possible. Thankyou.

Finally, it is time to say Farewell to Mr Carlo Pardini our Principal of five years and Miss Katrina Pedulla dedicated teacher of four years.

Carlo first came to St Josephs in 1996 As a young and enthusiastic teacher where he quickly settled into the Pemberton life and became a very well-respected teacher and member of our community.

Carlo returned to our school in 2013 and this was his first appointment as principal. Carlo not only conducted his role with total dedication and consistent professionalism but also with compassion, that reached all students, parents and the broader community. Thankyou Carlo and best wishes to you and your family and your future.

Katrina, what a loved teacher you are! Every student wished to be taught by you or they felt cheated. You can't get better than that. Good luck in your future appointments and I hope you take many happy memories of our school with you.

Thank you and farewell to St Joes!

Kerry Bendotti

## **Principal's Report to the School Community 2017**

I am so proud of our school community and its dedication to the education of our students, which always makes my end of year report such a pleasure to deliver. As another school year draws to a close and our Year 6 class of 2017 bid farewell to St Joseph's School, this report offers a time to reflect on how far we have come and look back on the year gone by. Many events have taken place, and these have led to the successes, which have become part of our fabric here at St Joseph's.

For me sadly, this report is also a farewell. I have had an unbelievable time at St Joseph's not only in the last five years but over a 15-year association with the school. I can honestly say I have been so lucky to meet and work amongst the community to serve the people who make this place wonderful. St Joseph's will always have a fond place in my heart as my first teaching positions (after I graduated from university) and the school where I held my first Principal position – who could ask for anything better!

Thank you to the staff who continually strive for improvement and work at ways to build the already strong culture of St Joseph's. You just need to highlight all the events, which happen in the term planners and realise that the staff make it happen. They are at the cold-hard face of teaching and learning and develop programs to get the most out of your children. The staff meet regularly, and it is through these collective efforts that great things happen – a big thank you for the time and dedication you place into knowing the curriculum and ensuring that every child has the opportunity to meet higher expectations.

To the staff who are planning something different next year may I take this moment to acknowledge you. I wish Mrs Leanne Mazzarolo a wonderful long service leave. Leanne, you have been part of the St Joseph's story for many years and I am pleased that you can begin 2018 surrounded by family, friends, your home and perhaps some travel rather than meetings, reading a book in silence to yourself rather than out aloud to a class. Long service leave is a celebration of consistent work and an acknowledgement of continuous 'giving' to a school – may you enjoy the blessings of a restful leave for semester one. At the end of this year we bid farewell to the ever-devoted Miss Pedulla. In the five years at St Joseph's you have been involved in so much and given an incredible amount to the education of your students. Thank you, Katrina for the coordination of the MJR program into St Joseph's as well as the exemplary teaching and learning programs you developed to continually improve and refine the quality of education in your class. May you enjoy new experiences at St Brigid's in Bridgetown – I know the St Joseph's school community will miss you.

It has been said that an investment in education earns the best interest. Our school is committed to doing its best for the children and with the guidance and reassurance of our P&F and School Board we have managed to raise money and guide the finances of our school successfully for another year. To the P&F executive and all School Board members who gave up their 'family time' to attend meetings and be a part of the events driven side to our school we say 'thank you'. This year Lara Vesela and Amanda Keough retire from their positions after many years as Secretary and Treasurer and so I thank you both for the 'extra mile' you had to run to prepare for each meeting. Thank you, ladies, for the support you gave our school committees.

At this point, I would also like to acknowledge the many roles Mrs Kerry Bendotti has had in our school. We all would watch in wonder at the 'energy' you seemingly brought every time you walked into school. For events, you delegated and organised everyone until everything was accomplished. Often the first to arrive and the last to leave an event, your dedication was unfolding. Kerry, over the last few years you have taken on the role as Canteen Manager's, Uniform Coordinator, P&F President and School Board Chairperson all at once! What dedication and a constant presence you have been for us. You are truly one of those people that has made us think, 'How will we ever cope without you?' With an association to the school of over 20 years you have never left sight of one thing – the best interests of the children (be them your own or others). Kerry, your inner drive and passion has us all mesmerised and the time you have given to our school is absolutely priceless and on behalf of the staff, students and parents we wish you all the best in the future.

There are three Graduating families this year and may I say thank you for all you have given to St Joseph's over the years. To Paula and Troy Della Franca, Colin Thexton and Kerry Bendotti and Alanna Moorman we wish you and yours every success and opportunity in the future. Thank you for the many hours you gave us whether cooking a BBQ, attending camp, being School Board member, coaching a basketball team, driving a bus or coming in for parent help we could not have done it without you - we will truly miss your faces! The presence of your beautiful children has made our school a better place and we will watch on in anticipation as they flourish in middle school.

In my time at St Joseph's I was committed to ensuring the school worked together on programs that supported the staff and were also consistent across the school. My legacy (and hopefully one that is felt in the most positive light) is that we have striven to achieve closer to this. Whether it has been a whole school spelling or maths program, MJR or PBS. Our structures of support, consistency and overall improvement are one thing I am very proud of strengthened by the diligence of the staff and parent body.

So, with these few words (that seemingly does not sum up my time at St Joseph's), a school that I am so proud to have been a part of and grateful that I had two different opportunities to work in over the years, I bid everyone farewell and say 'thank you' for the unwavering support dedication you all show – I truly did have the best time! And so now as it is time to 'pass the baton' over to Brett Wilkie, the new principal from 2018, I add this it is true that a school is only as good as its people and for this reason, St Joseph's will always make a special place in people's hearts when they walk through its doors.

I wish you and yours the blessings of Christmas time and to one and all a prosperous 2018.

Carlo Pardini

Principal

## Publication of Information Relating to St Joseph's

*This information contains contextual information about St Joseph's School, key student outcomes, levels of satisfaction and other requirements.*

### 1. Contextual Information

St Joseph's School is a Catholic primary school located in Pemberton. The school is comprised of mixed age classes, allowing opportunities for extension and consolidation whilst providing a family atmosphere, where children learn from older students and consolidate understandings through mentoring younger students.

The collaborative environment strengthens community in the school and creates a positive ethos. The school's focus is on the needs of the whole child: spiritual; physical; intellectual; social and emotional. Individuality is encouraged through developmental practice to allow each child to learn at their own pace.

The school's Early Learning Centre offers students the opportunity to work in a play-based environment consolidating skills and understandings necessary for abstract learning in later years. Both staff and students are skilled in using digital technologies to enhance the learning process. Skills are continuously developed to maximize motivation, learning potential and effective delivery. Gospel values continue to underpin the vision at St Joseph's to develop a sense of peace, security and dignity throughout our school.

### 2. Teacher standards and qualifications

#### Teaching qualifications

All teaching staff members are registered with the Teacher Registration Board (TRBWA) and qualifications include Masters Degrees, Bachelor of Education Degrees and Diplomas/ Graduate Diplomas of Teaching. All staff members are required to undertake the relevant Accreditation requirements for teaching, leading or working in Catholic Schools as well as ongoing renewal.

- Three year trained teachers – none
- Four year trained teachers – six
- Higher awards (Honours or Masters) – two

#### Professional Development

- Cost to the school for PD: Average of \$ per teacher? \$1, 837

#### Staff attendance

- The average attendance rate for staff in 2015 was? % 92.0%



### Staff Retention

- St Joseph's continues to have a very low staff turn-over with 90% of permanent teaching and non-teaching staff remaining with the school for 2017.

### **3. Workforce composition**

#### Staff demographics and composition

Number of teaching staff – 7

Number of Education Assistants -2

Administration officer – 1

Grounds man – 1

School cleaner – 1

Indigenous staff - 0

Non-indigenous staff – 12

Male – 3

Female - 9

### **4. Student Attendance at St Joseph's**

In 2017, the average attendance rate for the entire school was 91.25%. Attendance rates for each year group were as follows:

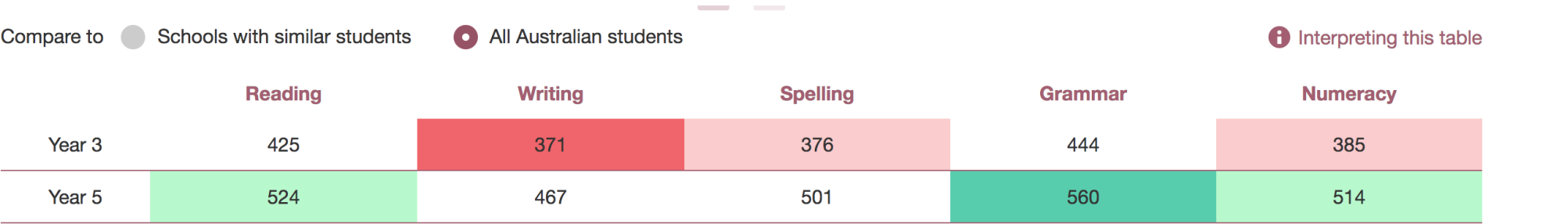
<b>Grouping</b>	<b>Average rate of attendance</b>
<b>K/PP/1</b>	<b>91%</b>
<b>Year 2/3</b>	<b>93%</b>
<b>Year 4/5/6</b>	<b>90%</b>

Overall, the attendance rate is high, and absences are due to genuine illness or family commitments.

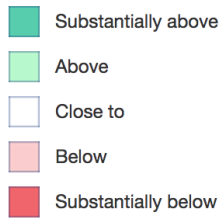
If a student is absent from school, a parent is required to contact the school by 9.00 am. A written note must also be supplied to the class teacher explaining the absence on the day the student returns. If a parent does not contact the school when their child is absent, the school will contact the parent/guardian via a written letter. If a student has a high number of absences, then a parent is required to attend an interview with the Principal.

5. NAPLAN Information

The table below shows the NAPLAN performance of St Joseph’s students compared to all Australian students in 2017:



Selected school's average when compared to all Australian students is:



In 2017, we continued to focus on implementing explicit teaching strategies and development of whole-school approaches to teaching litwrary and numeracy.

Please note – class numbers are very small. One student in a class of four who is below the minimum standard can bring the percentage down to 75%.

## **6. Parent, student and teacher satisfaction**

Visitors to our school often comment on the friendly and warm welcome they receive. An overwhelming majority of parents expressed gratitude, happiness and satisfaction with the way the school operated in 2017.

Students are happy, eager learners who are proud to be at this school. They treat each other with respect and dignity and truly reflect the *vision* of the school in this way. The pastoral care demonstrated by the students for each other in St Joseph's is very evident and has been a priority with the introduction of the MJR (Making Jesus Real) program.

Perceptions of positive student behaviour were exceptionally high. Needs expressed by students and parents for more fun, hands on and motivating activities resulted with the implementation of the school 'Options' programme in 2012, which was very well received. An increase in local excursions in an around town also met this need.

Our teachers are very satisfied with the school and this is confirmed through the high retention rate of staff is indicative of the satisfaction that our teaching and non-teaching staff have with St Joseph's School.

All parents, students and teachers are continually encouraged to raise issues or concerns with the appropriate personnel within the school.

## **7. Post-school destination**

Students from St Joseph's usually move on to Kearnan College, Manjimup, with some attending Pemberton District High School and some attending Manjimup District High School. We are a 'feeder school' for Kearnan College for those families who choose to continue in Catholic Education.

## **8. School Income**

Please refer to the My School website: <http://www.myschool.edu.au/>