

St Raphael's School Advisory Board
Tuesday 15 September 2020 at 5pm via Zoom

Attending: Damian Howard (Principal)
Rosalba Squarci
Shane Giese
Tina Colosi
Lorraine Uzunovski
Melanie Pizzonia
Annie McNaughton
Emma Sbizzirri
Roan Plotz
Pauline O'Connor
Tracey Pace
Lisa Mancini
Cara Fonua

1. Welcome Prayer

2. Term 3: Remote learning update:

- Has required a collective effort, but our teachers, in particular, have been so dedicated and willing to embrace change for the benefit of the children. Our recognition and gratitude for their amazing efforts.
- Has not been easy by any stretch – there have been a few bumps in the road, some children have needed extra support but the vast majority of the parent community have been supportive.
- Wednesday “brain breaks” have helped balance health and wellbeing for all.
- Feedback from Lockdown 1 was used to help shape Term 3 – with streamlined numeracy and literacy given priority.
- Parent SAB members all commented on a mostly positive experience – acknowledging challenges but also the school’s efforts in supporting children and their parents.

3. Priorities for return to on-site schooling and Term 4 - Student Wellbeing

- Teachers have turned their mind to designing what the return to school might look like in Term 4.
- Focus on “re-connection”; to each other, staff, school community.
- Looking to employ a buddy system across school levels.
- Bigger focus on Book Week – in Week 3 of Term 4.
- Mindful of a potential dip in morale, after the initial excitement of return – this was observed after the first return to school in Term 2.
- Meaningful and engaging ways to connect with each other.

4. 2021 Enrolments and Staffing

- In retrospect, holding Open Days early in 2020 was a blessing.
- Looking at approx. 47 enrolments at the moment, with some parents contemplating a delay to enrolment for potential repeat of kindergarten.
- Interestingly – the Government only provides 7 years of Primary funding so parents expressing inclination to repeat must understand the implications of this over the longer term (Foundation as an example). Message is that clearly, the entire cohort, across all year levels have been impacted in some way in 2020.
- Through CEM – St Raphael's is looking to commence a Playgroup (babies to pre-school age) once per week, for two hours in 2021.
Lorraine is connecting with these groups and the program would need to be funded by the school – ideally this provides a lead-in to supporting future enrolments.
- Staffing changes in 2021:

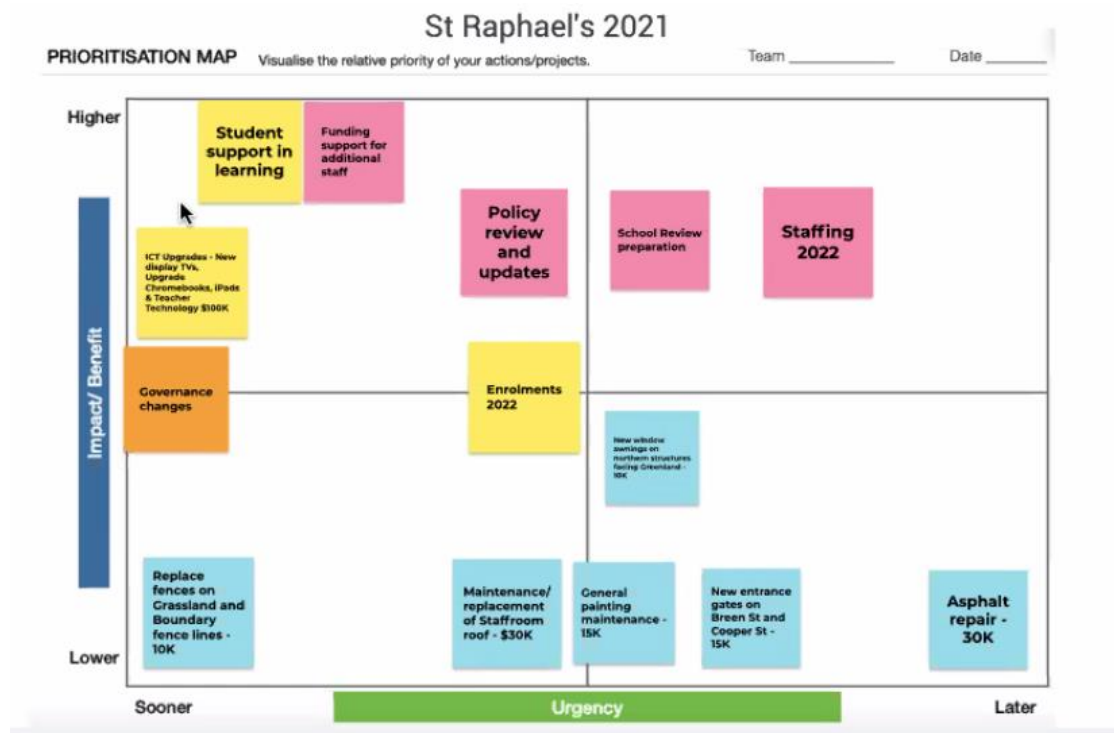
- Tina Colosi is leaving St Raphs after 17 years – acknowledge Tina’s substantial contribution to the development of St Raph’s over this time.
- Annette Marcon is retiring at the end of the year.
- James Downing – moving to regional Vic.
- Rachael Pearn – moving to Darwin.
- A thank-you to all staff leaving for their dedicated service to students and St Raphs – we wish all of them well on their new adventures.
- Whilst it is always sad to see much loved staff leave, change in the teaching environment is also a positive... new ideas, new outlook, new energy.
- Professional Development goals set by staff for themselves and based on improving student outcomes.

5. 2020 fee refund/ credit & 2021 fees/ levies + priorities for all programs in 2021

- Plan is to refund/credit the excursion levy \$65, aquatic program \$125, school camps \$690 for 5/6, \$390 3/4, \$190 F/1/2
- Total of approx. \$130,000 to be returned back to families.
- For those who had paid their 2020 school fees in full, offer is to credit statements first. Refund is available if absolutely required or family won’t be at St Raph’s in 2020. Previously, the school had improved its fee collection rate to approx. 95%. For 2020 this is more like low-mid 80%.
- 2021 unlikely to see a change in fees – whilst this has an impact, St Raph’s can carry this.
- 2022 fees would need to be reviewed with the view to increasing.

6. Financial update, Financial Dashboard and priorities for spending 2020 and 2021 - Prioritisation Map & discussion (Damian, Rosalba and Shane)

- School is in a healthy financial position.
- Spending on staffing is kept under strict budget, with a preference to spend on the children rather than the staff i.e. support programs have a bigger impact on student outcomes.
- Separate SAB meeting planned to spend a greater amount of time exploring this.



7. 2021 Governance Update (Damian)

- Involvement of SAB to increase. Expect this to be a little challenging but the foundations to transition to the formal Governance model are in place. Takes should 1st Jan, 2021.
- Decisions made in 2020, in consultation with Fr Simon, can be implemented in 2021.
- ICON financial software to be utilised from 2021.

8. School Review 2022 (Shane and Rosalba)

- Enormous amount of preparation will be required in 2021.
- CEM advises on date which then dictates the school's timeline of work for 2022 review.

9. Other items for discussion (SAB members)

Reiterate the enormous job teachers have done in coordinating learning in Term 3. Damian and staff all grateful for the support from parents and students alike.

Next meeting date to be set for early Term 4, with a focus on one of the above key objectives.

Meeting closed at 6.45pm