



2020

# OUR LADY OF GRACE SCHOOL

Annual General Meeting Report



Ignite



Wonder



Grow

# Agenda

**Re:** Our Lady of Grace School  
Annual General Meeting

**Meeting No:** 1/2021

**Date/Time:** Monday 15<sup>th</sup> March 2021

**Venue:** OLOG

## 2020/2021 School Board Members:

Fr John Heard (President)	Steven Fossey
Andrew Taylor (Chairperson)	Debbie Scuteri (APRIM)
Donna Stevens	Amanda Walker
Josette Charles (Principal)	Ali Dymmott
Jessica Floreani	Kirsty Raymond
Olivia Hocking	Frances Wren (Staff Rep)

No.	Item	Person Responsible	Status
1.	<b>Welcome and Chair</b>	Andrew Taylor/Josette Charles	
2.	<b>Acknowledgement of Country and School Prayer</b>	Debbie Scuteri	
3.	<b>Workplace Health and Safety</b>	Josette Charles	
4.	<b>Apologies</b>	Josette Charles	
5.	<b>Minutes of Previous AGM Meeting</b>	Andrew Taylor	
6.	<b>Business Arising from the Minutes/Actions from AGM 2020</b>		
	6.1 OLOG Families Facebook page needs reviewing	Sarah Hall	
	6.2 P&F Survey to be completed	Sarah Hall	
	6.3 2019 Budget to be reviewed prior to Stage 2 development	Kerri Rowell /Josette Charles	
	6.4 Bullying and Harassment Procedures	Josette Charles	
	6.5 Farewell for Father Anthony from OLOG	Josette Charles	
	6.6 Strategic Plan	Josette Charles	
7	<b>Reports</b>		
	7.1 Presidents Report (tabled) Principals Report (tabled) Chairpersons Report (tabled) Treasurers Report (tabled) Parents & Friends Report (tabled) APRIM Report (tabled) Work Health & Safety Report (tabled)	Fr John Heard Josette Charles Andrew Taylor Olivia Hocking/Jessica Floreani Shane Heinrich Debbie Scuteri Josette Charles	
8	<b>Election/Nominations for 2021</b>	Josette Charles	
	8.1 Four vacancies	Josette Charles	
	8.2 Nominations - Board: - Emily Dwyer - Ali Dymmott - Francesca Doyle Nominations - P&F: - Kristy Knight - Shane Heinrich		
9	<b>Election Results</b>	Josette Charles/Andrew Taylor	
10	<b>OLOG Building respectful relationships procedures</b>	Josette Charles	
11	<b>OLOG Master Plans</b>	Josette Charles	
12	<b>2021 Annual improvement plan/Score card</b>	Josette Charles	
13	<b>General Business</b>	Josette Charles	
14	<b>Supper</b>		

# 2020 OLOG AGM Minutes

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## Our Lady of Grace School Annual General Meeting

MINUTES OF MEETING HELD 02/03/2020

### **Present:**

Kirsty Raymond, Shane Heinrich, Jess Floreani, Olivia Hocking, Sarah Cooper, Kerri Rowell, Karla Sparapani, Steph Crowe, Andrew Taylor, Rachel Barnes, Josette Charles, Fr Anthony Kain, Sam Jones, Steve Fossey, Ali Dymmott (minutes)

### **Welcome:**

Josette welcomed everyone

### **1. Prayer**

Karla led the group in a welcome prayer

### **2. Apologies**

Amanda Walker, Sarah Hall, Sana Ahmed

### **3. Minutes of the last meeting**

Jess Floreani confirmed, Olivia Hocking seconded

### **4. Business Arising**

### **5. Reports**

#### 5.1 Presidents report –

Fr Anthony – announcing that he is retiring this year once the new priest arrives.

#### 5.2 Principal (tabled) – Josette Charles

Another great year at OLOG, a number of highlights, thank you to all of the board members and volunteers

#### 5.3 School Board Treasurer (tabled)– Olivia Hocking/Jess Floreani

Stage 1 of building work completed, stage 2 commenced. OLOG is in a strong financial situation, we thank the P&F for their generous contribution. Enrolment numbers have dropped which need to be factored into the new budget.

#### 5.4 School Board Chairperson (tabled) – Andrew Taylor

Great year, lots of great things happened. Board reviewed and refined policies, first year with year 6 and first year of the Canberra trip. Spring fair was another success, Heather and Sue left, we welcome some great new staff. Thanking board members and Fr Anthony.

#### 5.5 Parents and Friends (tabled) – Shane Heinrich

Challenging year, limited numbers at meetings, people helped with the Spring Fair which was great, limited numbers again this year potentially. New initiatives in 2019 went well, hopeful of increased numbers this year. Meeting next week. Spring fair survey results in, committee to consider plans for 2020 in light of small numbers and feedback.

#### 5.6 Other reports

## 2020 OLOG AGM Minutes

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- 5.6.1 Assistant Principal – Religious Identity and Mission (tabled) – Karla Sparapani  
Karla was away for 5 months, Steph filled in during this time. Growing and flourishing was the theme for 2020, children enjoyed fund raising, making soup. 15 children completed the sacrament program. New crossways program started in 2019, continuing this year. Carols and pageant were new initiatives last year which were well received.
- 5.6.2 Work Health and Safety (tabled) – Julia Hainsworth
- 5.6.3. Parents and Friends Treasurer – to be tabled  
Shane reported funds to be consolidated. Kimberley Jones will manage the funding in 2020. Josette and staff to support P&F with fund management in 2020. Kerri reported that audits of accounts will be undertaken.

### 6. Election of new Board Members 2020

- 6.1 Four vacancies
- 6.2 Nominations:
  - Stephen Fossey
  - Kirsty Raymond
  - Donna Stevens
  - Sana Ahmed
  - Rachel Barnes
  - Jess Floreani
- 6.3 New Board members elected:
  - Stephen Fossey
  - Kirsty Raymond
  - Donna Stevens
  - Jess Floreani

Josette thanked all nominees.

Fr Anthony discussed new priest John Herd starting after Easter, Fr Anthony to retire. Josette thanked Fr Anthony for his contribution.

### 7 New business:

- 7.1 Andrew discussed OLOG families Facebook page, needs reviewing, families who have left the school will be removed from the list. Sarah Hall is managing this, Andrew will discuss with Sarah. May need to review rules on the page to ensure this is clear. Kirsty and Sarah discussed surveying families to ascertain what channels of communication are most useful/used. Josette and Karla discussed new system coming in this year that will streamline admin processes.

### 8 Close of Meeting:

Andrew closed the meeting at 8.10pm

## 2020 Chairpersons Report

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The year of 2020 will certainly be one to remember for all of us and one that presented multiple challenges and opportunities for the School Board. The year started with a successful Annual General Meeting (AGM) which unfortunately saw the departure of some significant contributors including Sally-anne Griffiths, Bronwyn Hansen and Father Anthony Kain. Sally-anne did an exceptional job of chairing and contributing to the leadership of the Board for a period of 18 years. While Bronwyn also did a wonderful job as secretary of the Board for a period of 6 years capturing all the details of the Boards important discussions each meeting and importantly the action items that needed addressing. On behalf of the current OLOG Board members, I wish to sincerely thank Sally-anne and Bronwyn for their contributions which undoubtedly assisted the successful functioning of the School Board. In addition to this, the start of 2020 saw the retirement of Father Anthony Kain who had been the Glenelg Parish Priest for 14 years. Father Anthony regularly attended and contributed to Board meetings keeping us updated on parish activities, Sacramental programs and often reminding the Board of continuing to deepen our understanding of Catholic Identity. On behalf of the current OLOG Board members, I wish to sincerely thank Father Anthony Kain for his extensive service and contribution to the OLOG Board and school community. He will be sorely missed around the school grounds. Despite the departure of key Board members, several community members nominated and were elected to new positions on the Board including Stephen Fossey and Kirsty Raymond. While Father John Herd was appointed as the new Glenelg Parish Priest.

2020 also saw the Board assist the school staff, leadership and community navigate the challenges and uncertainties associated with COVID-19 which required much ongoing discussion, review and implementation of COVID-safe plans and procedures. The OLOG staff and leadership have done an exceptional job of navigating these challenges while continuing to provide an exceptional education program and importantly supporting our children's wellbeing. The fiscal implications of COVID-19 on the school income and fund-raising activities by the Parents and Friends (P&F) committee presented the school and Board with multiple challenges which were constantly, discussed reviewed and actioned. The finance committee comprising Jessica Floreani, Olivia Hocking and Kerri Rowell did an exception job of constantly reviewing/auditing, forecasting and communicating the financial situation of the school and engaging with the community to provide solutions in such a challenging environment. In addition, the Board did an exceptional job of reviewed and updating a number of key policies and procedures including: (i) the Enrolment Policy and Procedures, (ii) the Finance Procedures, (iii) the Duty of Care Policy and Procedures and the Bullying and Harassment Policy and Procedures. This is one of several very important roles the Board performs and is vital to ensure that school policies and procedures remain relevant.

The Board also oversaw the implementation and completion of the final components of the Stage 2 Building Project. It was wonderful to see the successful completion of the ground-floor classrooms and library with the contemporary library furniture which was funded by the school P&F. In addition, it was so great to see so many community members get involved to assist with the completion of the landscaping including moving and placing the soil into the planters and completing the planting at the back of the school. Many thanks to all of those involved as it provided some savings from the building project budget. Finally, I wish to thank the current Board members for your time and efforts this year. Thanks to Father John Herd – President, Josette Charles – Principal Executive Officer, Donna Stevens – Deputy Chairperson, Kerri Rowell – Finance Officer, Jessica Floreani – Finance Committee member, Olivia Hocking – Finance Committee and Board Secretary, Debbie Scuteri APRIM and Staff Representative, Amanda Walker, Ali Dymmott, Stephen Fossey and Kirsty Raymond.

**Andrew Taylor**  
**Chairperson**



# 2020 OLOG P&F Report

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2020 will definitely go down as one of the most memorable years in history, which proved itself to be exceptionally challenging in many ways.

Whilst the P&F made the conscientious decision to pause our fundraising efforts this year due to Covid 19 and the financial strains it placed on families, we were still able to facilitate some of the usual events across the school year.

I thought it would be a good opportunity to reflect on some of the highlights across the year. We were again able to hold the Mothers and Father's Day stalls , Sports day and the disco. A new initiative that proved popular with the learners this year was cheese toastie day.

Even though we didn't actively fundraise this year, the hard work from previous years enabled the P&F to contribute a substantial sum of money towards the new library fit out. I think anyone who has been into the new library will agree that this is an exciting and engaging space for the learners to gather and learn. Every member of the school community should be very proud of these efforts from both current and past families which enabled us to again contribute to the improvement of school facilities.

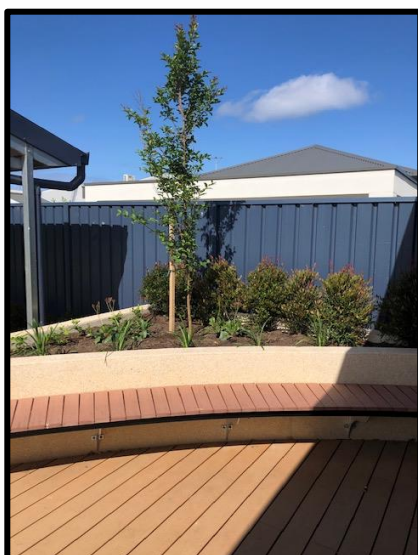
Third term holidays saw us hold a working bee to fill the new planter boxes as part of the building project. A huge thank you to those who came and gave up a little of their time to make this happen.

I would like to acknowledge the hard work of my fellow committee members in what has been a very different and challenging year, also to Josette and staff for their support of P&F activities throughout the year.

As 2020 draws to a close I would like to say thanks and farewell to the Zaknic family. Both Anthony and Jackie have been loyal contributors to the OLOG Community over their time at the school. As active members of the P&F, it's the contributions of people like this that truly make a difference.

I wish everyone a safe and Merry Christmas and look forward to hopefully a more normal 2021.

**Shane Heinrich**  
**Chairperson, P + F Committee 2020**



## 2020 Principal Report – Josette Charles

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It gives me great pleasure to present the 2020 Principal's Report to the Our Lady of Grace School community. It is a report built from a deep sense of pride and gratitude for all that has been accomplished in 2020. As in previous years, this school year started with great enthusiasm and excitement. As a community we regathered to continue the great story that is Our Lady of Grace School. No one could have predicted the challenges that were ahead of us.

The impact of bushfires at the beginning of the 2020 school year followed by COVID-19 was felt at every level across our school and, indeed, our world. Life as we knew it took on a new face. What was once certain and comfortable, became unpredictable and surreal. As we continue to negotiate our way through the disruptions and restrictions associated with COVID-19, we need to celebrate our coming together as Our Lady of Grace School community to support and strengthen not only our children but also one another throughout the pandemic.

During the year, we undertook a process to reclaim the Dominican values and Big 5 Learner values that lie at the core of our school community. Staff, students, parents and caregivers were united in their prioritising of respect, equality, community and care for the Earth as our underpinning values. These core values have been witnessed in so many ways throughout the year and are, in essence, the values that have sustained us through all the ups and downs of 2020.

The fact that we are Catholic remains a non-negotiable aspect of our existence. Being a Catholic, though, is more than just learning about our faith. It is about making our faith real in our interactions with one another and the local and wider communities. In so many ways, it is about doing and being "something beautiful for God". Our theme throughout 2020 was Ignite the Heart with Gratitude to Learn and Succeed. As a community, we have continued in 2020 to teach our children that Jesus is our role model and that, like him, we can all make a positive contribution to society, giving expression to our faith and bringing life to those around us.

Our Lady of Grace School enjoys a strong relationship with our Parish. In 2020 we farewelled Fr Anthony Kain after 15 years as Parish Priest and a wonderful support to staff, students and the school community. We welcomed Fr John Herd as Parish Priest in Term 2. Despite the parish having also experienced considerable disruption due to COVID-19, collaborative efforts with Fr John, parish team and SMM have ensured students were able to celebrate the Sacraments of Reconciliation. I take this opportunity to thank Fr John and APRIM Debbie Scuteri, PPC and Parish administration staff for their support of our school this year. Thank you to families for your support, especially when last minute changes were needed!

Quality Early Childhood and Primary education is the foundation of a child's journey. Every stage of education that follows relies on its success. Teachers at Our Lady of Grace seek to equip students with a clear understanding of who they are as individuals and what they can contribute to the world by developing learning and teaching programs designed to develop children's cognitive, physical, emotional and spiritual wellbeing. Students are encouraged to become self-motivated learners who can work independently, cooperatively and happily to gain all they need to be their best possible self. Everyday teachers focus on knowing what is important to enable good and excellent outcomes for every child.

In 2020, Playgroup recommenced at Our Lady of Grace School in Semester 2. Sarah Taylor, Our Playgroup Coordinator, provided a SPICE Playgroup where parents welcomed the time to engage with their child in many exciting and engaging activities.

At the heart of teachers' everyday practice is a focus on building relationships with each other, their students and families. Teachers recognise the significant influence they have in creating safe and supportive learning environments to maximise the learning potential of all students and understand the importance of being explicit with their teaching and in developing students' creativity and achievement. Implications of COVID-19 have seen us move rapidly into a new era.

## 2020 Principal Report – Josette Charles

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In 2020, each staff member at Our Lady of Grace demonstrated true professionalism as they faced the enormous task of adapting to teaching and learning in a world where educational norms as we know them were changing. Together, our staff transformed learning, almost overnight. They adapted to working and learning online, managing the circuit breaker, worked from home and then back at school again. They ensured that every student was provided with meaningful learning experiences that facilitated their continued growth while also supporting their wellbeing. At school, they adhered to new levels of hygiene and cleanliness. They maintained strong relationships with students, families and one another when physical distancing made things all the more difficult. Our IT infrastructure and 1:1 devices from Year 2, provided the capacity for students to continue their learning from home.

Our support and extension programs have provided differentiated learning for students across the school even including during the period of remote learning. These programs provide targeted learning opportunities for those students requiring additional learning support and those requiring challenge beyond the regular classroom learning program. Our Lady of Grace has established a positive reputation in both these spheres, and we are very proud of our Learning Support programs, Mini Lit and MaqLit. Despite the challenges of 2020, our students learning has progressed admirably, as reflected in their work output and assessment results.

Teacher generated and standardised data indicate that the impact of COVID-19 has been limited and “learning gaps” minimal in most areas. We've learned last year that life can be challenging and as in previous years, the mental health and well-being of our students and staff remains our highest priority. We know that building resilience ensures long term success and is critical on both a personal and community level. The level of care, concern and genuine love members of the community show towards one another inspires me each day. Together, we give visible expression to Gospel values and are true witnesses of Jesus in our world. I thank our Our Lady of Grace parents and caregivers for supporting your children and staff during the time when children were learning from home. While home learning was not without its challenges, you showed enormous commitment to working in partnership with staff to ensure our children continued to flourish. You are amazing! Nothing that 2020 has thrown at us could stop us in our endeavours and accomplishments.

To highlight just a few:

- Liturgies and prayer services being led in every class by our Year 6 Leaders.
- Successful implementation of 1:1 device being sent home for ongoing learning at home.
- Ongoing work of staff to explore, develop strong Visible Learning strategies that have strong learning outcomes.
- Implementation of RE Crossways
- Positive review of remote learning and the leveraging of feedback from the process
- Collaboration by staff to develop Bullying Procedures for the whole school community.
- Implementation of the revised Religious Education Units of Work across all year levels
- Successful roll-out of the SEQTA Pastoral Care
- Stage 2 Building Project to all downstairs learning areas. Development of outdoor deck and community space
- Successful community building and fundraising activities by the P&F, including the Student Discos.
- P&F fundraising supporting the purchase of all library furniture.
- Regular sharing of wellbeing information, Classroom Pulse Check
- Successful celebrations: Book Week, Book Fair, STEM, Co-curricular activities, Zoo Snooze, Year 5 Camp
- Performing Arts introduced in Semester 2
- Completion of Stage 2 Master Plan with significant upgrades and additions to our current facilities



## 2020 Principal Report – Josette Charles

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- New marketing plan, school photos
- 2020 Yearbook
- Bike Education- Way2Go grant for new bike and scooter racks.
- Engagement with Marion Council and DPTI re Cliff Street, pedestrian access and footpaths, new street signage
- New Fee Policy and reduction in school fees
- Sincerely thank parents and caregivers who completed the Annual Parent survey. Their responses contributed to our success and will provide us with valuable insight into areas for improvement.

As Principal, I have never been prouder than I have been in 2020. I want to state very clearly that our staff team is extraordinary. They always go above and beyond, but never more so than in 2020. I have said it many times and in many arenas, Our Lady of Grace “did” COVID-19 as well if not better than any other school, in large part due to our staff; and they did it all while balancing considerations for their own family and personal needs. We owe them a great debt of gratitude.

I especially want to acknowledge our Assistant Principals, Karla Sparapani and Debbie Scuteri, Stephanie Crowe, member of the Leadership Team and leading Visible Learning and Literacy Coordination. Their commitment and unwavering support in 2020 have been truly remarkable. Our passage through 2020 has been made easier and smoother because of them.

Together with the School Board, we continue to work through the financial implications of COVID-19, especially in regard to financial support for our school families. Many have experienced hardship as the result of COVID-19 and we endeavoured to provide ongoing support and relief as needed.

It is with appreciation that I thank each School Board member for their efforts in planning for the growth and sustainability of our school. School Board Members: Andrew Taylor (Chairperson), Fr John Herd (President), Ali Dymott, Kirsty Raymond, Olivia Hocking (Minutes/Secretary), Stephen Fossey, Donna Stevens, Amanda Walker, Jessica Floreani, Debbie Scuteri and Stephanie Crowe. In these challenging financial times, the Board has worked hard to ensure that our families are fully supported and that our educational program is funded appropriately and our facilities remain up to standard. I especially acknowledge our Chair, Andrew Taylor, who has given direction and focus to the work of the Board. He has also been a source of wise counsel for me on many occasions throughout the year and I thank him for that.

Throughout the year, the P&F Committee continued to work tirelessly to support our school and families. I extend thanks and appreciation to the OLOG P & F Executive for the amazing work they have undertaken in 2020 to raise funds and build community despite the challenges of COVID. It was disappointing that the Spring Fair wasn't able to be held and it was certainly missed by the school and wider community. I acknowledge the challenges thrown at them during this remarkable year and affirm them for their initiative and creativity. I also congratulate the P&F on making a significant financial contribution to all the new library furniture.

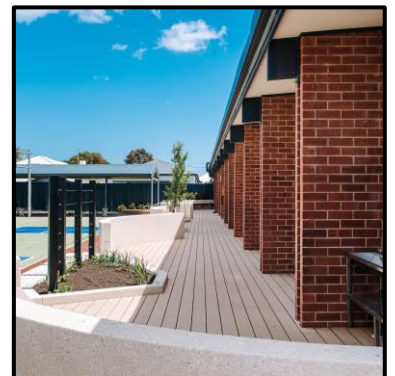
### Stage 2 Master Plan

Stage 2 project was completed by Term 3. The project provided a refurbishment of all learning spaces for Reception and Year 1, Years 2 and 3 classes. The new Library was completed along with a Community kitchen and community space. The outdoor deck was also finalised. The Stage 2 Master Plan was also supported by an \$800, 000 state grant to complete our project. We are very grateful of the grant to assist us to plan and provide exciting and contemporary learning spaces to support all of our learners.

## 2020 Principal Report – Josette Charles

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I acknowledge all those who help our school in whatever way they can. Our Lady of Grace is very much a community school and many people help to build our community. Your generosity in assisting in a myriad of different ways has not gone unnoticed nor is it not appreciated.



## 2020 Principal Report – Josette Charles

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In looking to 2021, I highlight the following priorities that guide our Annual Improvement Plan.

### SCHOOL IMPROVEMENT PRIORITIES IN 2021

#### **CATHOLIC IDENTITY:**

- Together we will deepen our Catholic identity as a Christ-centred faith community, inspired by the Dominican values.
- Define, enrich and embed the Our Lady of Grace core values of respect, equality, community and care for the Earth within all elements of school life.
- Strengthen our commitment to reconciliation and working Restoratively.
- Incorporate social justice themes that are informed by Catholic Social Teaching into every curriculum area.
- Foster a dialogical approach that assists staff and students to experience and value the Catholic story in our culturally and religiously diverse communities.
- Celebrate all that is good with joy and gratitude.
- Crossways implementation – Religious Education Program

#### **LEARNING:**

Together we will inspire a passion for life-long and reflective learning where all learners flourish and engage with the deep questions of life.

- Embed Visible Learning strategies, future focused, inclusive curriculum that inspires curious, engaged, confident and independent learners.
- Use data and evidence effectively, to foster individual growth and build the capacity of both staff and students.
- Motivate students to be aspirational, supported by contemporary teaching practices and effective and timely feedback.
- Engage students, teachers and families in an authentic relationship in the process of learning.
- Improved student outcomes for every student
- Foster positive community partnerships and professional links to enhance student learning and pathways.
- Develop a rich data culture that fosters student learning, enhances teacher capacity and builds school improvement.

## 2020 Principal Report – Josette Charles

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### **COMMUNITY:**

Together we will strengthen our capacity to be a just community where positive relationships flourish, the dignity and rights of all are respected, and joy and hope are hallmarks.

- Strive to ensure that each student is known, valued and cared for and the sacred dignity of each person is honoured.
- Instil in each student a vision of purposeful citizenship and healthy relationships, characterised by Dominican values.
- Build understanding of the connectedness between wellbeing and learning amongst staff, students and families.

Develop an evidence-based, whole-school approach to teaching social and emotional literacy/learning- Friendly Schools, School Policy Developing and Building Respectful Relationships Procedures

- Embed a school-wide leadership program designed specifically for students to raise their voices, take action and make a difference.
- Create supportive environments and resources to promote staff wellbeing within Our Lady of Grace

### **STEWARDSHIP:**

Together we will embed prudent and ethical stewardship of our human, financial and environmental resources.

- Plan for and provide vibrant and innovative learning spaces that align to contemporary learning needs.
- Practise stewardship of resources with transparency, accountability and compliance
- Celebrate and promote OLOG's story and the achievements of our students, staff and i with the wider community.
- Develop systems and programs that support the attraction, retention and professional growth of staff.
- Grow enrolments and support the retention of students from R-Year 6
- Purchase environmentally sustainable products and services where possible and engage in practices which minimise environmental impact.



## 2020 Principal Report – Josette Charles

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- Recognise, strengthen and enable the leadership qualities in all, inspired by the values of our Catholic Faith.
- Build our capacity through reflective practice, research and evidence informed professional learning.
- Strengthen our consultative and collaborative culture.
- Plan strategically for the continued improvement of OLOG- new Strategic Plan through consultation with staff and parent community.
- Engage effectively with parents and carers, and the wider community to strengthen connections and partnerships.
- Develop and implement a targeted marketing strategy that promotes OLOG as a 'excellent school' to the local and wider community.

At the end of the school year, we farewelled Jo Dyson (Japanese teacher), Karla Sparapani (APRIM), Meg Reidy (retired), Maria Silvestri and Nathan Czernich. Our Lady of Grace will always be grateful to you for all you have contributed.

The road travelled in 2020 has certainly been challenging. Without doubt, 2020 has seen the Our Lady of Grace School community at its strongest, rallying together to carry one another and supporting one another to stay connected during a time of physical disconnection – a time of cancellations, postponements, and restricted access to school. As Principal, I continue to be incredibly proud to lead this great school and feel so very grateful to do so alongside our wonderful students, staff, parents, caregivers, and community members.

**Josette Charles**  
**Principal**





## **APRIM Assistant Principal -Religious Identity and Mission Report 2020**

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2020 was a year of challenge, change and renewal. It also presented opportunities for new ways of looking at and doing things. COVID-19 restrictions meant that for a time we couldn't gather together in the church, so instead we creatively would have weekly prayer times in our own classes at the same time as everyone else. 2020 was a really strange time which we have never seen before and hopefully will never see again, but the spirit of our community to be resilient in the face of adversity and our ability to adapt and be creative is a testament to the strength of our community.

Pope Francis has said, "to educate is an act of love, it is to give life. And love is demanding. It calls for using the best resources, for awakening passions and for great patience. Young people are in need of quality teaching, together with values not just enunciated but witnessed."

At Our Lady of Grace School, we utilise both the curriculum and our mission to embrace our Catholic Identity to develop thriving young people, capable learners and leaders for the world God desires. Being a faith filled community truly captures who we are and what we strive to do and be.

In 2020 under the guidance of Karla Sparapani, Our Lady of Grace School developed a Scope and Sequence for the new Crossways, Religious Education Curriculum. In 2021 all schools are to be using the new Crossways in their planning and teaching. As a school we will use the new scope and sequence that we developed and review it in Term 3, 2021. The new Crossways website is expected to be launched in April 2021.

Religious Education at Our Lady of Grace School supports and empowers students to gain knowledge and understanding of our Catholic faith. Our students are invited to live as active and informed citizens in the wider world by developing experiences through social justice, world religions and moral and ethical decision making. Religious Education and Catholic Mission and Identity of Our Lady of Grace do not stand alone. They are integral in the ways we interact with others, represent ourselves and reconcile our differences and those of others.

Prayer and reflection are central to the faith life of Our Lady of Grace School, as are liturgical celebrations, prayer and school masses. These become significant in building our Catholic Identity as a school community and give our students and staff ways to engage, discover and deepen their spirituality and faith. Our theme for 2020 "Ignite the Heart with Gratitude, to Learn and Succeed was embedded in our everyday life at Our Lady of Grace School. In 2020 we were able to gather as a school to celebrate, Beginning Year Mass, St Dominic's Day, Feast of Mary Mackillop, Father's Day and End of Year Mass.

Our Lady of Grace began and was led by the Dominican Sisters. As a Dominican Community one of our pillars is Service. In 2020 our Service endeavours included outreach to Project Compassion, Donations to Moore Street and a Can Drive for St Vincent de Paul.

Father Anthony Kain retired after 14 years of being our Parish Priest at OLOG and OLV. We had a lovely farewell celebration for him. Father John Herd was welcomed as the Glenelg and Glengowrie priest. He has brought with him a wealth of knowledge, enthusiasm and a renewal of the Sacramental Program.

## **APRIM Assistant Principal -Religious Identity and Mission Report 2020**

COVID brought challenges for the 2020 Sacramental Program. The Sacramental Program underwent changes and 4 children from Our Lady of Grace School celebrated their Sacrament of Reconciliation later in the year. The new and revised Parish Sacramental Program was successful with many parents commenting on how they appreciated the new format. In 2021 children will have the opportunity to prepare and celebrate their sacrament with the Sacrament of Eucharist in Term 2, Confirmation in Term 3 and Reconciliation in Term 4.

Karla was farewelled at the end of Term 2 by the OLOG Community after 7 years of service at Our Lady of Grace School. We will miss her wealth of knowledge and her guidance in the area of Religious Education and Catholic Identity. We wish her all the best as she continues her work at St Gabriel's School as APRIM.

I was appointed as Acting APRIM in Terms 3 and 4, and I am delighted to be appointed as substantive APRIM position at Our Lady of Grace School and look forward to leading in collaboration with Josette Charles, Father John Herd and the community.

**Debbie Scuteri**

**Assistant Principal/Religious Identity and Mission (APRIM)**



## Our Lady of Grace Finance Report 2020

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Each year the School Board endeavours to ensure that Our Lady of Grace School (OLOG) continues to maintain a sound financial position and that measures are considered to ensure the budget is expended in an appropriate and timely manner.

OLOG continued to maintain a strong financial result in 2020 despite the challenges of COVID expenses & remissions and the completion of its second stage construction works and associated fit out. This is a credit to the prudent management of OLOG leadership in the monitoring of staffing, expenses, debtor management and the continued support and contribution of OLOG Parents and Friends committee. OLOG are very proud to have been able to respond to the financial challenges of COVID and offer considerable support to families in need and we acknowledge the system funding support to enable COVID fee remissions. OLOG remains well placed to plan future infrastructure projects and support its journey to grow & support educational excellence in early learning.

OLOG budgeted for a small cash surplus in 2020 of \$25k and enrolments of 191. The unaudited result was a surplus of \$422k and enrolments of 193. OLOG recorded an opening bank balance at the start of 2020 of \$909k and a closing balance of \$1.334m. The main reason for the Budget/Actual surplus variance is an increase in Grant funding in the period, some of which was prompted by COVID related system funding. In addition, budgeted capital expenditure of approx \$128k did not occur in 2020 and funding costs were less than budgeted due to timing of loan drawdowns. Stage 2 project works during 2020 of approx. \$1.367m were funded by \$800k Stage Govt. Grant, \$500k CDF loan and school reserves. Approx \$61k of unspent stage 2 budget will roll into the 2021 budget to complete furniture and ICT infrastructure in the new classrooms. OLOG acknowledge a P&F donation of \$40k toward the purchase of new Resource Centre furniture and Library shelving – helping to make this a truly amazing learning and community space.

OLOG undertook an ambitious plan of capital works during 2020, this was the second of four stages under the 2017 Master Plan. This stage focused on the reconfiguration of ground floor RE-3 learning spaces into more open and flexible learning environments. It also relocated the Library to the heart of the school, creating a multipurpose resource centre and allowing direct access to the northern and southern play spaces. OLOG's vision for enhancing the outdoor learning spaces was supported by connecting a deck and water play stations to the ground floor learning spaces adjacent the southern play spaces. In addition to the major capital works there were minor works such as installation of new bike and scooter racks (aided by \$10k DPTI Grant), whole of school WIFI infrastructure upgrade, purchase of 43 Macbooks and 52 IPADs for student use in R-1 all out of cash reserves.

The Board acknowledges:

The combined financial support received from the Australian Federal Government and South Australian Government of \$3,008m (unaudited) for the 2020 year (inclusive of capital grants of \$810,000).

Catholic Development Fund loan balances at the end of 2020 were:

Stage 1	\$420,335
Stage 2	\$488,379
<b>TOTAL LOANS</b>	<b>\$908,714</b>

The Board notes that Tuition Fees for 2021 have been reduced and simplified. OLOG have fully embraced the CESA strategy to "make Catholic Education more affordable". OLOG are supported in this initiative by changes in the system funding distribution model to share greater level of funding to small schools.



# Our Lady of Grace Finance Report 2020

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For the 2021 year the school has set a surplus budget of \$58,556.

Items to note in the 2021 budget:

- Enrolments budgeted 195.
- Replacement of perimeter fencing to southern oval \$15k.
- Additional ESO support for learning needs in class & specialist literacy & numeracy.
- Completion of AV fit out to Year2-6 classrooms & admin area \$41k.
- Completion of furniture fit out to remaining Stage 2 build classrooms \$28k.
- Purchase of new laptops throughout Years 2-6 + all staff \$171k (via asset loan) – ensures continued high quality IT access on 1:1 ratio for students.
- Budget provision for solar panels & consultation for play space upgrade approx. \$60k
- Marketing initiatives \$10k
- Support for initiatives in Literacy and STEM approx. \$21k

OLOG is actively planning on growth and continual improvement both in its learning environments and its educational delivery.

We wish to acknowledge at this time that final audited accounts for 2020 have not been made available due to delays experienced by new auditors KPMG. KPMG have been engaged on a system wide basis to undertake audits. We have not been made aware of any issues impacting the OLOG 2020 accounts and we hope to confirm the 2020 audited accounts as soon as practical following AGM.

We look forward to an exciting and successful 2021 year at OLOG.

**Jessica Floreani and Olivia Hocking**  
Chairperson, Finance Committee



# WHS Report - 2020

Date of Board Meeting: 15/03/2021

Report Period: 2020

## Incident Reports

Accident / Incident / Near Miss / Hazard Reports	Number	Description
Accident/Incidents/Near Miss	10	See below
Hazards	5	Plant and equipment Tripping hazard Maintenance Construction works Construction works warranty Student behavior Holiday vandalism
* Lost time injuries (from the accidents/incidents reported)	1	Broken Arm Knee Injury
New Workers Compensation Claims	3	Broken Wrist - <i>Closed</i> Knee Injury - <i>Closed</i> Repeat Movement Injury - <i>Closed</i>
Bullying Complaint investigations	0	
<b>Accident/Incidents:</b> Student Injuries Staff Injury, physical Near miss/No Injury Property Loss/Damage		
<i>All accidents, incidents and hazard reports have been investigated. Risks are eliminated or minimized according to the hierarchy of controls.</i>		

## Policy / Procedure

Title of policy/procedure	Date presented to staff
Bullying and Harassment Procedure – site specific	Under review
Safety Bulletin	March 2020 May 2020 July 2020 November 2020



# WHS Report - 202

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## Audits

Type of Audit	Corrective Actions Identified (e.g. # NCR's issued, observations etc., areas requiring action)
No WHS audit at OLOG in 2020	N/A

## Training

Title	Provider	Date completed	# attended
Staff online training processes	CCI Learning Manager	Ongoing	All staff
WHS Induction	Julia Hainsworth	21/01/2020	All staff
WHS Coordinators Meetings	CSH&W SA	No meetings scheduled due to changing Covid restrictions	Julia Hainsworth
Lock in drill		Due to building works and Covid interruptions, rescheduled	Staff and Students
Evacuation drills		Due to building works and Covid interruptions, rescheduled	Staff and Students

## WHS Activities Completed

Activity	Date completed
Electrical Testing & Tagging	June 2020
Workplace Inspections	Ongoing
External Sportsground Inspections	Ongoing
Hazard management Maintenance of the WHS Management system.	Ongoing Ongoing
Review of First aid log	Terms 1, 2, 3, 4

Report prepared by:

**Julia Hainsworth**  
**WHS Coordinator**

Date: 10/03/2021