



# SACRED HEART SCHOOL

*Our school's success, centred in Jesus is based on our shared belief that it takes a community to raise unique individuals; empowering dignity, positive partnership, responsibility and a desire for excellence.*

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## 2017 Board Report

### Introduction

Welcome to the 2017 Annual General Meeting. It is my honour to present the 2017 annual Board report. The Board report is intended to give you some insight into the areas we, the Board, have focused on in 2017.

### 2017 Board Members

The Sacred Heart School Board consists of members of our school community, the school leadership team and parish. Our 2017 Board members were:

Chair:	Jodie Hutton
Treasurer:	Jason Gauci
Secretary:	Wade Issard
Member:	Colin Wood (Marketing)
Member:	Dave Dubbelboer (IT)
Member:	Leigh Scott (Maintenance)
P&F Rep:	Fleur Ryan
Parish Rep:	Wendy Hooper
Principal:	Frances Haji-Ali
Vice Principal:	Tony Fyffe

### Role and Focus in 2017

The school Board had another busy and productive year.

A key ongoing role of the Board is to monitor and ensure continuing financial viability. Jason will take you through the treasurer's report in a moment, however it is worth noting that this continues to be a challenging task. Since the change to school funding which began in 2016, student numbers are critical to ensuring adequate resourcing of our school and hence remains a key consideration for the Board.

The school Board continued in 2017 to be a sounding board for the leadership team offering feedback and guidance on strategic issues facing the school. We started the year by forming several 'committees' to assist the leadership team on some key focus areas for 2017. In addition to the finance committee, these committees looked at

- Formalising a Maintenance Plan
- IT Review
- Marketing
- Strategic Plan Monitoring and Reporting

As I mentioned Jason will take us through the finances in the treasurer's report. The other areas of focus are summarised as follows.

### **Maintenance Plan**

As part of the school registration audit conducted by Catholic Education WA as required by the Department of Education Services, the school was required to formalise a School Maintenance Plan. The Board had started work on this task in prior years and 2017 saw the completion of the plan.

2018 will see the implementation of the plan with the Board's role being to assist the leadership team in monitoring the plan and prioritising maintenance according to need and financial prudence.

### **IT Review**

In 2016 we identified the need to review the school's technology infrastructure and provision was made for significant spending in this area during 2017. I.T. is a necessary and important part of our everyday life. Not only is it an essential part of our children's learning it forms an essential part of the tools at our teacher's disposal.

Having established that our computer lab was in need of replacement and our interactive whiteboards were beginning to fail in some classes, it was time to review the school's entire IT infrastructure.

This was an enormous task which kept Frances, Tony, Lisa and many others very busy for much of the year as they reviewed the school's needs, Catholic Education's suggestions and the offerings in the marketplace.

The installation of the new equipment will begin in Week 8 and it is anticipated that it will be complete by the end of the year.

### **Marketing**

The focus of the Board for 2017 was the implementation of the marketing plan developed in 2016.

The school's continued marketing goal was to grow enrolments through increased awareness of the school in the community as the single stream primary school of choice in the Mundaring area.

Building on the work done in 2016, SHS attended the Darlington arts festival and visited local day care providers. We also held our second successful Market Day and a school open day, each showcasing our wonderful facilities. We continued with newspaper articles and ads and increased our use of facebook as a marketing tool.

The annual parent survey was conducted for the second year. As with 2016, we wanted to know what SHS parents value most about their children's education, how parents feel about whether SHS is performing against their expectations and how parents think we can improve, in line with the school's Strategic Plan. In addition to the question asked in 2016 we added questions to ask parents about their children's wellbeing.

We had a great response rate; a total of 64 parents responded up from 43 in 2016.

The first question we asked was 'How likely are you to recommend SHS to other families?' 83% of parents said they would either be 'extremely likely' or 'very likely' to recommend SHS to other parents, which remained constant from 2016.

To summarise the findings, parents told us:

They valued the following most about their child's education

1. Children's Wellbeing
2. Quality of teaching
3. Attainment in literacy and numeracy

We also noted an increase from 2016 in the importance of values based education.

Question 4 of the survey asked parents to rate their children's overall wellbeing at SHS. We were pleased to note that 83% answered that they were satisfied or very satisfied with their children's wellbeing. However, 15.63% had a neutral response and 1 respondent was very dissatisfied. Given children's wellbeing at school is of paramount importance the Board felt this could be an area to review. In response to this SHS is now monitoring student wellbeing through a 'Social, Emotional & Wellbeing' survey developed by the Australian Council for Educational Research (ACER).

The top three areas parents felt SHS performed well in were:

1. Supporting their children's wellbeing
2. Class sizes
3. Varied curriculum with enrichment programmes and quality of teaching

There was however a decrease in parent's perceptions of how well SHS was performing in literacy and numeracy as well as academic standards – this contrasts to the school's encouraging NAPLAN results and alerted us to the fact that this progress had not been thoroughly communicated with parents.

SHS parents felt SHS was doing better at communicating with parents when compared to 2016. This could be because of the focus on sending more information by SMS and facebook during 2017, which was driven from the results of the 2016 survey. Preferred methods of communication from the school to parents remained as email and SMS.

Parents provided a number of suggestions for the Board for the coming year. We will be reviewing *all* of these suggestions as will the school leadership team.

Parents and caregivers reported strong levels of satisfaction regarding engagement in Christian service, opportunities to be involved in their children's education and having opportunities to plan and decide things at SHS. However, the survey highlighted that more could be done to enable parents to have a say in planning for the future and policy development.

We will develop action plans with the school leadership team in the New Year regarding areas for improvement and continue to monitor our performance against parents' expectations.

### **Strategic Plan**

The Sacred Heart School strategic plan describes the school wide focus for the 2016 to 2019 years to ensure every child and staff member is challenged to learn, to care and to give. It is the overarching plan that helps guide the planning and implementation of all other plans used within the school.

Part of the role of the Sacred Heart School Board is to monitor the progress of the school against the Key Success Indicators outlined in the Strategic Plan.

The strategic plan is organised around four key elements established by the Catholic Education Commission of WA (CECWA). These elements are:

- Learning
- Engagement
- Accountability

- Discipleship

Within each area the plan sets out the strategic direction for the school, the strategies the Sacred Heart will use and the key success measures.

In 2016 the Board began looking at the strategic plan with the intention to start measuring our performance against the key success indicators outlined in the plan and it was decided that formalising this process would become a priority of the board for 2017.

As we embarked on this task we discovered a number of the measures in the current strategic plan relied on the results from the School Climate Survey, which is no longer being done. The absence of this data led to the Board's decision in 2017 to review the Key Success Measures and implement new measures where necessary.

It was decided to use a combination of our parent survey, a staff survey and other third-party objective measures, such as NAPLAN, to gather data to allow us to monitor our achievement against the key success measures that were developed.

In addition to developing a way to report to the Board on the school's progress the Board felt it is important that we report to the SHS community on our progress.

A summary of the Key Success Measure and SHS performance against these follows.



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# Strategic Plan 2016 to 2019

## Key Success Measures Report 2017

Sacred Heart School's Strategic Plan is designed to remind us of our focus for a four year period. For the period 2016 to 2019 our schoolwide focus is to ensure every child and staff member is challenged to learn, to care and to give.

We assess our progress towards our goals by tracking our Key Success Measures. We acknowledge the Key Success Measures have changed from those published in the official Strategic Plan. This was essential to reflect changes in the way we gather data about teacher, student and parent attitudes.

Each Key Success Measure is rated as follows:

-  We have work to do
-  We are making progress but have more to do
-  We have achieved our goal and will continue to monitor

<h3>Leadership</h3>	<b>What are we trying to do?</b>	
	Enhance student achievement and wellbeing Increase Student and staff engagement in their own learning and faith formation	
	<b>How are we going in the area of focus?</b>	
	Staff engagement in their learning	 Naplan Scores Improvement in Y3 outcomes Gains from years 3 to 5
Student engagement in their learning	 Student Wellbeing	

<h3>Engagement</h3>	<b>What are we trying to do?</b>	
	Enhance parental engagement in their child's learning and faith formation Develop our people to be leaders in Catholic Education's mission	
	<b>How are we going in the area of focus?</b>	
	Parent satisfaction with opportunities to engage	

<h3>Accountability</h3>	<b>What are we trying to do?</b>		Increase
	understanding of our personal and collective responsibility for Catholic Education's Mission Ensure inclusivity, good governance, and the resource allocation required to meet our mission		
	<b>How are we going?</b>		
	Goal for Class numbers: Kindy 22 . PP - 6 20+ Actual Class Numbers: Kindy 21 . PP - 6 (av) 20	 	National Quality Standard compliance Audit completed in Term Four 2017

<h3>Discipleship</h3>	<b>What are we trying to do?</b>	
	Enhance opportunities for personal faith development Increase enrolment of the vulnerable, poor and marginalised as a visible sign of our faith in action	
	<b>How are we going in the area of focus?</b>	
	Opportunity for students to participate in Christian Service	

## Focus for 2018

In 2018 we expect a major area of focus of the Board will be to continue marketing the school to ensure sustainable enrolments into the future. We expect this will have us look more at the strengths of SHS and explore ways of promoting these strengths to the wider community.

We will be exploring the idea of creating a truly 'Sacred Heart' event. We imagine a highly anticipated community event that brings together the talents and enthusiasm of the Board, P&F, parish and wider SHS community.

We hope to repeat the parent survey to continue gathering information of value to help guide the Board and school leadership team into the future.

We will be reviewing the suggestions from the SHS parents on what they would like to see the Board doing and will pass on any relevant suggestions to the P&F or Parish as appropriate.

And lastly, we will continue to monitor our progress against the key success measures outlined in the Strategic Plan.

## Thank you

### ❖ Board

Thank you for your time and the effort that you put into contributing to the Sacred Heart School Board. We are grateful for the diversity of skills and perspectives you each bring.

As special thank you to Colin Wood who will not be continuing on the board in 2018. Your marketing wisdom has been highly valued over the last two years. Your skills came to the Board with perfect timing as we took on the task of developing a marketing plan for the school. Your efforts in developing the school parent survey and guiding us through the process of analysing the results has been fantastic. Thank you for your valuable contribution. As a token of our appreciation please accept this gift.

### ❖ P&F

The P&F are the glue that holds our school together, the oil that keeps the engine running. Thank you to the executive, class reps, and other contributors that help make our school so fantastic.

### ❖ SHS Staff

Carl Jung is accredited with saying 'The curriculum is so much necessary raw material, but warmth is the vital element for the growing plant and for the soul of the child'. Thank you for not only teaching the necessary raw material but being the warmth Jung spoke of.

### ❖ Our Principal

Thank you, Frances, for the year you have given us. We are so very grateful for all that your skills, perspective and leadership have provided Sacred Heart. I know George made sure you wouldn't be bored with the two major audits the school undertook during the year and by tasking you to lead the IT review. You handled it all, as well as everything else a Principal must do, brilliantly, always calm and with grace and style. It has been a pleasure to work with you.

## Parish

Thank you to Wendy as Parish rep and the wider parish community for your ongoing support and input into the SHS community.