


# ST MATTHEW'S SCHOOL

2023/2024



The background features a mix of organic, flowing shapes in shades of brown, tan, and cream. Scattered throughout are stylized botanical elements: dark blue leaves and clusters of berries, light blue leaves, and clusters of small white and pink dots. A prominent dark blue vine-like line swirls in the upper left, while a white wavy line borders the bottom right.

WE ACKNOWLEDGE THE WIILMAN PEOPLE OF THE  
NOONGAR NATION AS THE TRADITIONAL  
CUSTODIANS OF THE LAND IN WHICH WE MEET IN  
THE SOUTH WEST OF WESTERN AUSTRALIA.

As we move through the season of Bunuru  
known as our second Summer we recognise  
and appreciate the rich heritage and deep  
connection to the land and waterways.

We extend our respect to all elders past,  
present and emerging, for their wisdom,  
knowledge and stewardship of the land.

\* ➡ “Parents are key stakeholders in schools, and the EPIC research conducted between 2021-23 confirms they are also critical partners when it comes to maximising students’ learning and wellbeing and accelerating school performance.”

\*

Heavenly Father,


As we gather today in the spirit of unity and community, we thank you for the blessings you have bestowed upon our school and the families within it. We come together with grateful hearts to celebrate our Annual Community Meeting, seeking your guidance and grace.

As we prepare to embark on the journey of Lent, a season of reflection, repentance, and renewal, we humbly ask for your presence to be with us. Grant us the wisdom to recognize the areas in our lives where we can grow closer to you and deepen our faith.

Lord, during this meeting, help us to foster a sense of togetherness and understanding within our school community. May our discussions be filled with compassion, empathy, and a shared commitment to the well-being of each member.

In the spirit of Lenten preparation, we acknowledge our shortcomings and ask for your forgiveness. Give us the strength to forgive one another as we continually strive to build a community rooted in love and acceptance. Help us to be mindful of the needs of others, especially those who may be facing challenges within our school family.

Lord Jesus, during this Lenten season, guide us to a deeper relationship with you. May our actions and words reflect your teachings, and may the St Matthew's School community be a beacon of light and hope for others. Bless our students, teachers, parents, and all those who contribute to the vibrant tapestry of our school.



We entrust our Annual Community Meeting to your loving care, praying that it may be a source of inspiration and unity. May your Holy Spirit guide our discussions and decisions, leading us to a brighter future for our school and its members.

We make this prayer through Christ, our Lord.

Amen.

# AGENDA



## **School Advisory Council Annual Meeting**

1. Business arising from 2022 minutes
2. Chairperson's report
3. Treasurer's report
4. School performance data 2023
5. Principal's report
6. Election of Board members for 2024

## **P & F Annual Meeting**

1. President's report
2. Treasurer's report
3. P & F Executive and committee members for 2024
4. Closing prayer and blessing



# VISION STATEMENT



St Matthew's School empowers children to embrace life-long learning, and grow and develop as God intends.

# OUR MOTTO



St Matthew's School is a Christ-centred learning community that values the role each individual has in nurturing our school motto:

Concern for self

Concern for others

Concern for our environment

Concern for our relationship with God

# SCHOOL BOARD CHAIR REPORT



## Chairperson's Report Keith Guest



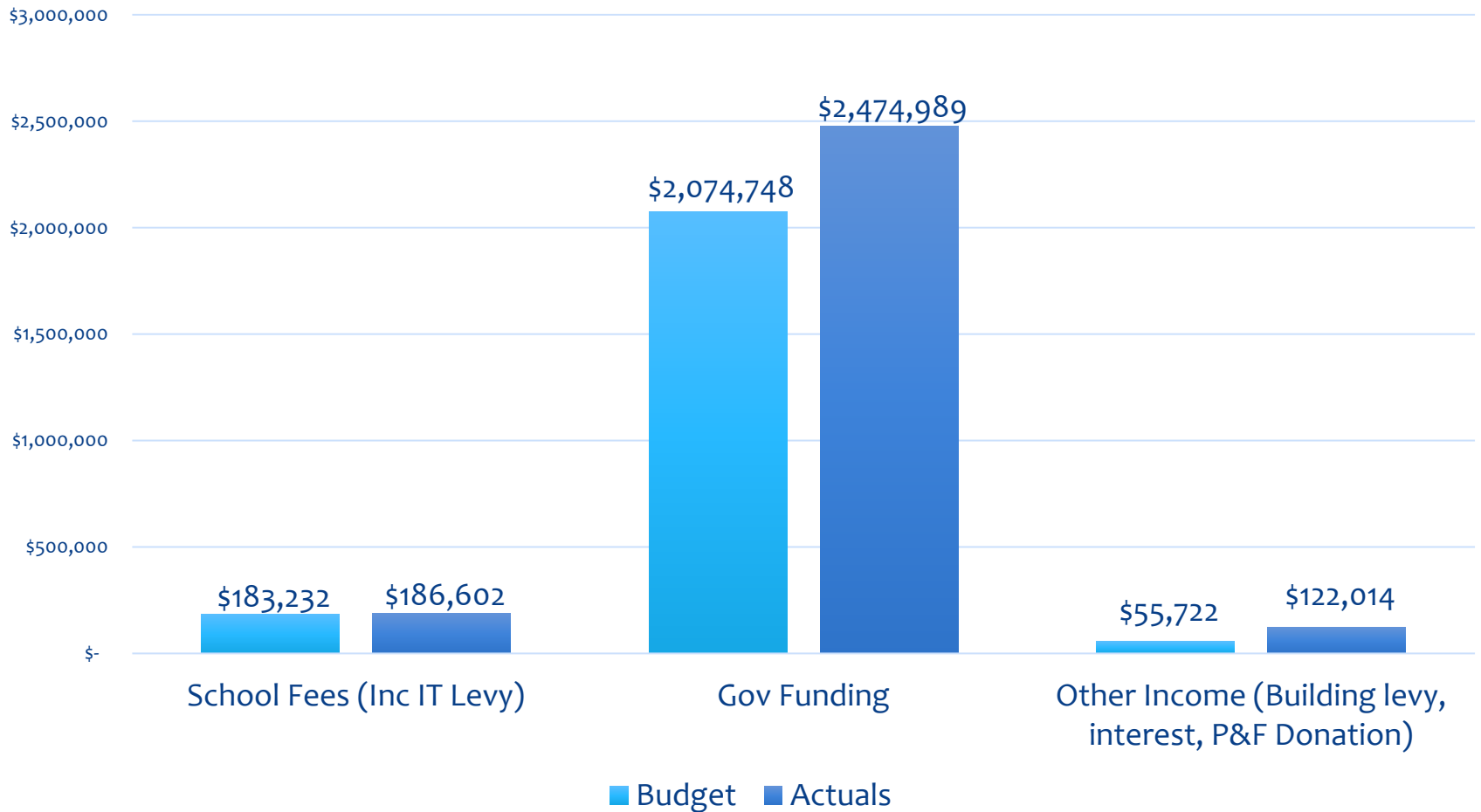
# St Matthew's School

2023 Treasurer's Report



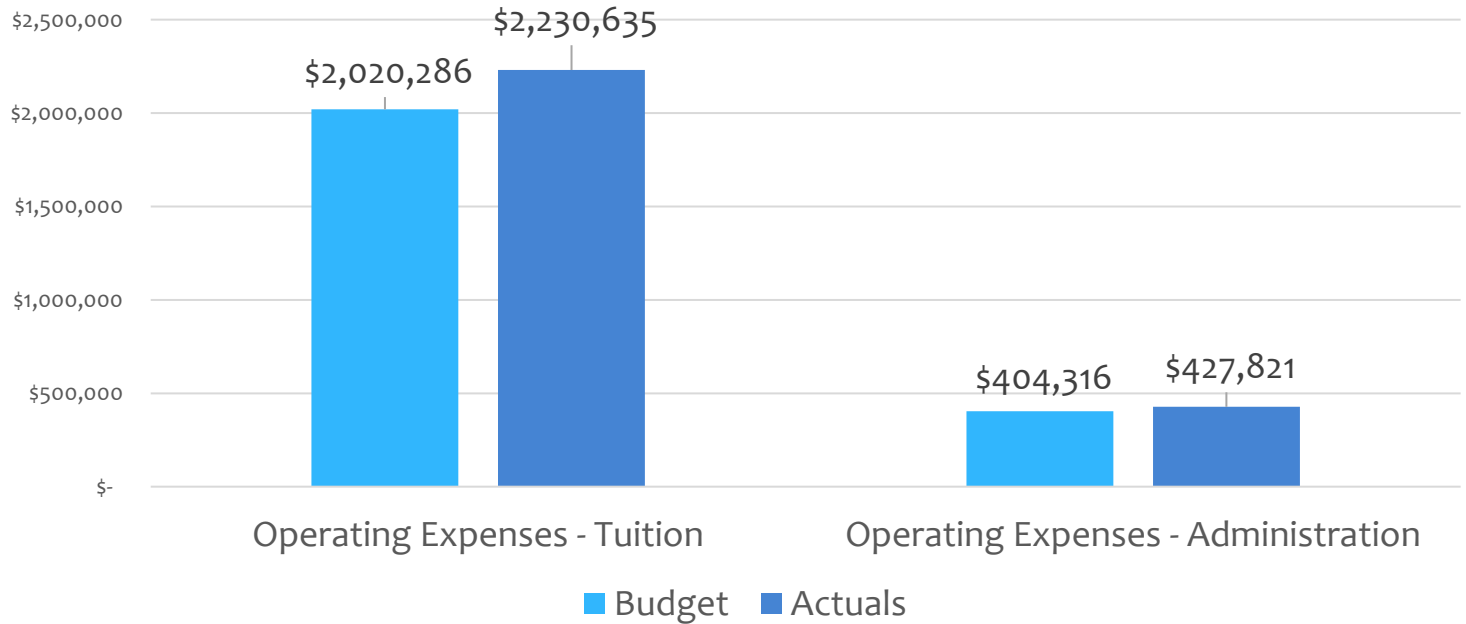
- **School Income includes:** Government grants, school fees, interest on term deposits and donations from P&F
- **School Expenses include:** Teacher salaries & associated tuition expenses, admin & clerical staff wages and on-costs, general running expenses
- This report includes actual income and expenses for the period 1 January 2023 to 31 December 2023

# St Matthew's School Income 2023



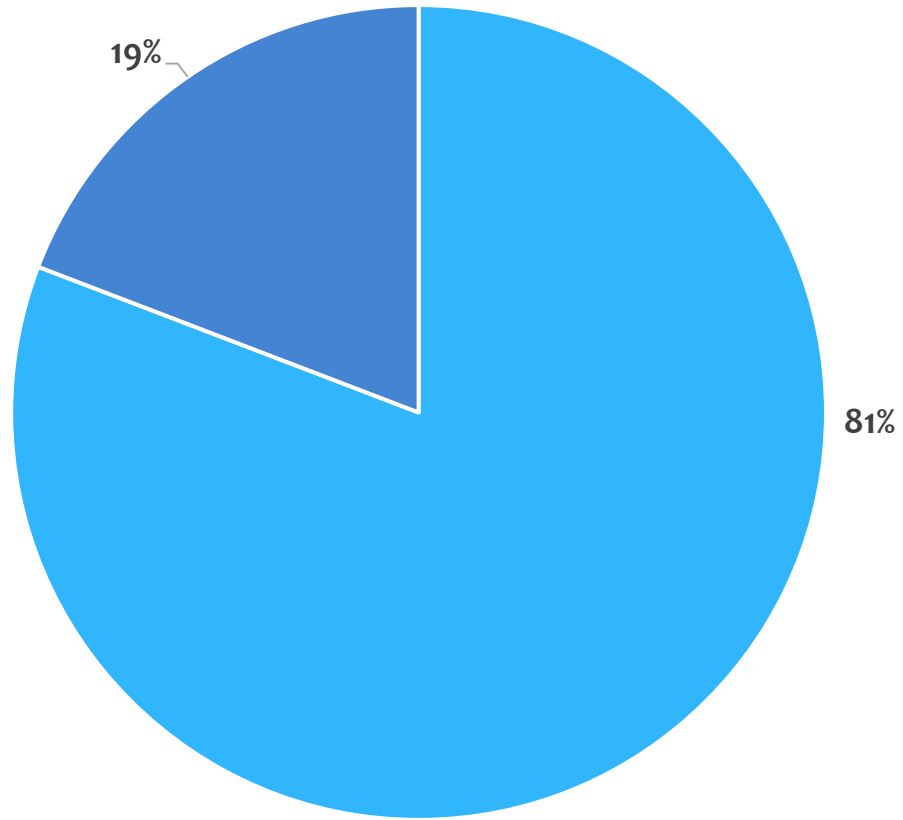


# St Matthew's School Operating Expenses 2023





# St Matthew's School Operating Expenses 2023

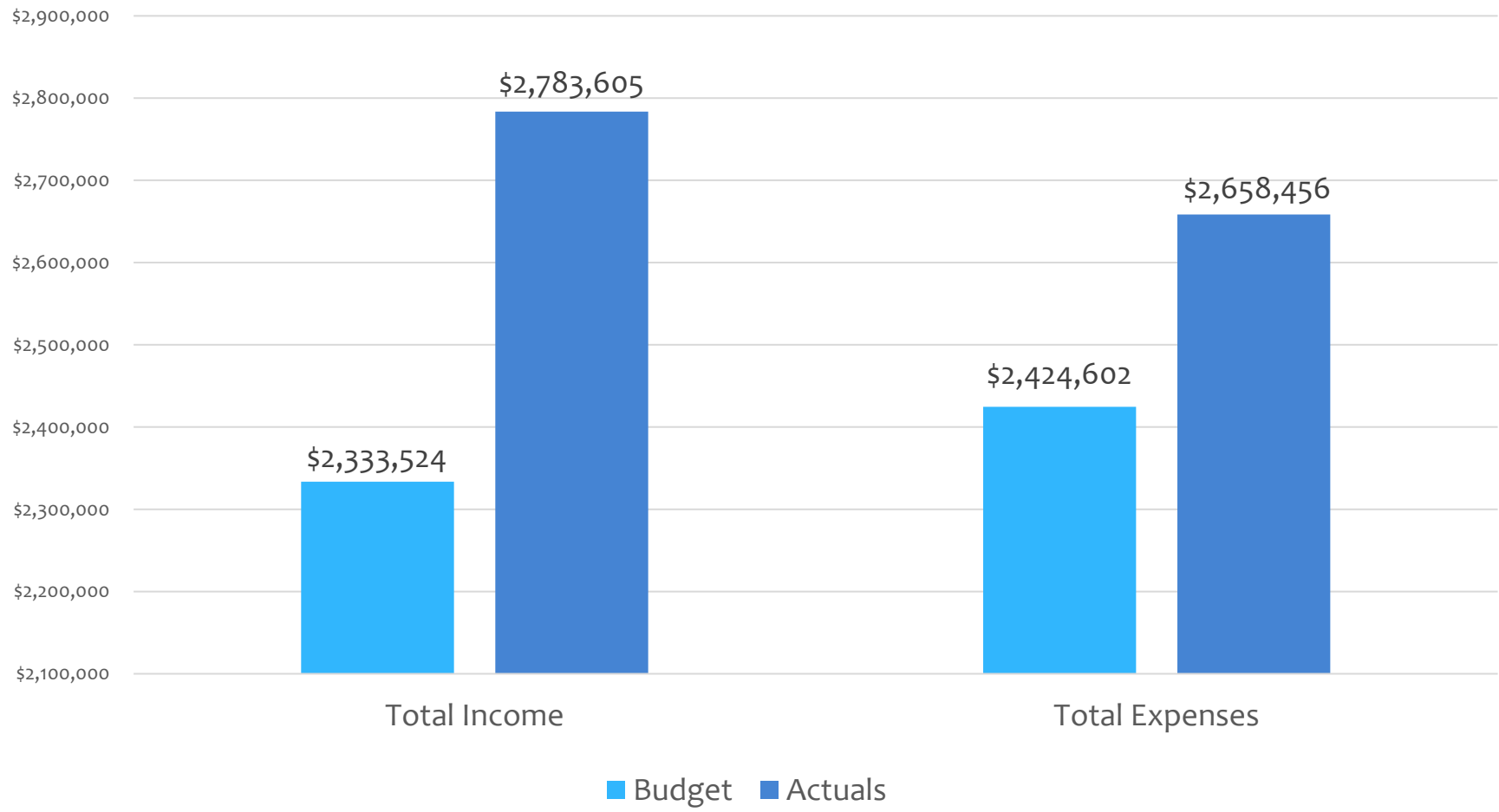


■ Operating Expenses - Tuition

■ Operating Expenses - Administration

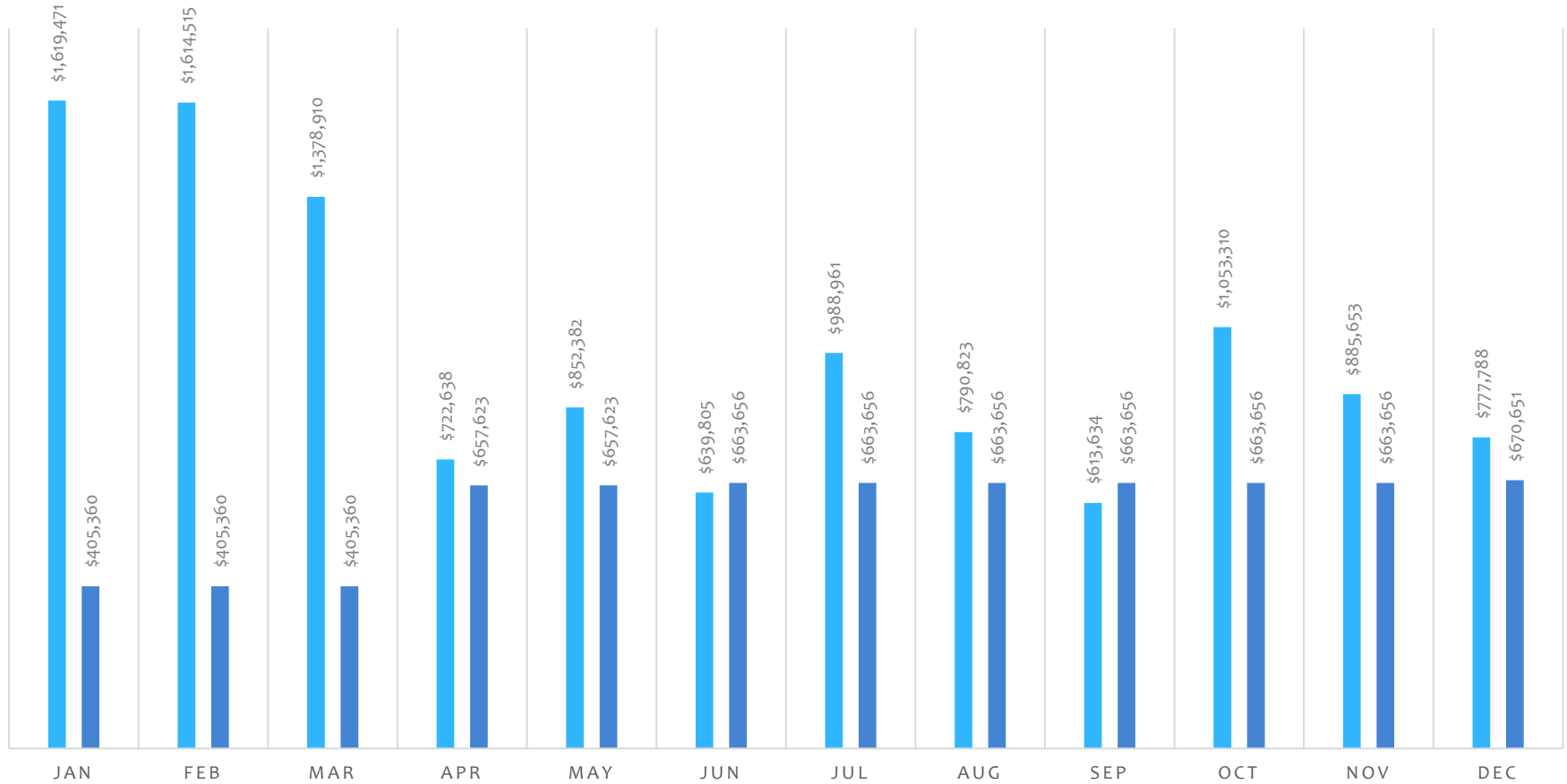


# St Matthew's School Total Budget to Actuals 2023



# ST MATTHEW'S SCHOOL TOTAL BUDGET TO ACTUALS 2023

■ Operating Account ■ Term Deposits





## HIGHLIGHTS

- We have not had to utilize any cash reserves (term deposits) & have set aside additional funds in term deposits to cover future R&M costs, eg Roof repairs.
- We had sufficient funds to cover expenses for January 2024.
- Student numbers have not dropped.
- With consistent scrutiny we have been able to manage finances within budget and in some cases better than budgeted.




## 2024 FEES

Fees will remain the same for 2024 – ie. **NO** fee increase

Swimming lesson fees will now be invoiced with annual fees

## 2024 BUDGET

- By the end of February 2024, we plan to have the Kindy/PP play area upgrade completed; new carpet and furniture in the library; new furniture in the main hallway, admin area & Year 5 classroom; new carpet in the Science/LOTE room.
- We have invested in Literacy incentives and programs through upskilling staff and updating resources, this includes introducing InitialLit (Kindy to Year 2), Soundwaves (Year 3 to Year 6) & the MacqLit Support Program.
- Student numbers have remained steady which has resulted in a positive fee income estimate for 2024. This also directly affects Government funding income.

- 
- We will need to continue a diligent and conservative approach to financial management.
  - Focus is on maintaining a high level of educational outcomes and programs.

# ST MATTHEW'S SCHOOL



**PERFORMANCE DATA 2023**  
**Principal Sue Milton**



Before we begin:

- We are all responsible for the growth and development of the children in our school
- The purpose of data is to inform teaching and learning and make appropriate decisions in the best interest of the child
- There is always a child behind the data
- Focus on celebrations and growth



DATA



# Every Data Picture Tells a Story

SORTED



ARRANGED



PRESENTED VISUALLY



EXPLAINED WITH A STORY



# Key Principles...

Student-centered

Data informed, not data-driven

Measure and celebrate progress,  
not only achievement

Triangulate, triangulate,  
triangulate

Selena Fisk's four key principles:

## Context - NAPLAN

- NAPLAN is one data source
- Not reflective of one year level, but whole school
- Compares St Matthew's School to CEWA, state, and National
- Changes in cohort numbers can affect data either positively or negatively
- No ability to track the growth of our Year 5 students this year, due to the new NAPLAN scales

## Context - NAPLAN

- It is also important to note that St Matthew's is a diverse and inclusive school.
- We have a number of families that come from a non-English speaking background and students with additional needs.
- Although some of these students are exempted, the majority of the Year 3 and Year 5 cohorts complete NAPLAN

# NAPLAN Scales

- There are 5 new 2023 NAPLAN scales – one for each test domain
- Each scale represents increasing levels of knowledge and skills in the test domain.
- Achievement of Years 3, 5, 7 and 9 students in a domain can be shown on the same scale.
- A NAPLAN score in one test domain is not comparable with a NAPLAN score in another. For example, comparisons of a score in reading with a score in numeracy or writing are not valid and should not be made.
- In 2023, comparisons with data from previous years cannot be made.

# Proficiency standards

- NAPLAN proficiency standards replace the previous NAPLAN numerical bands.
- The standards for proficiency represent a **challenging but reasonable expectation** of student achievement at the time of testing, based mainly on skills learnt from previous years of schooling.
- There are 4 proficiency levels for each test domain and each year level.

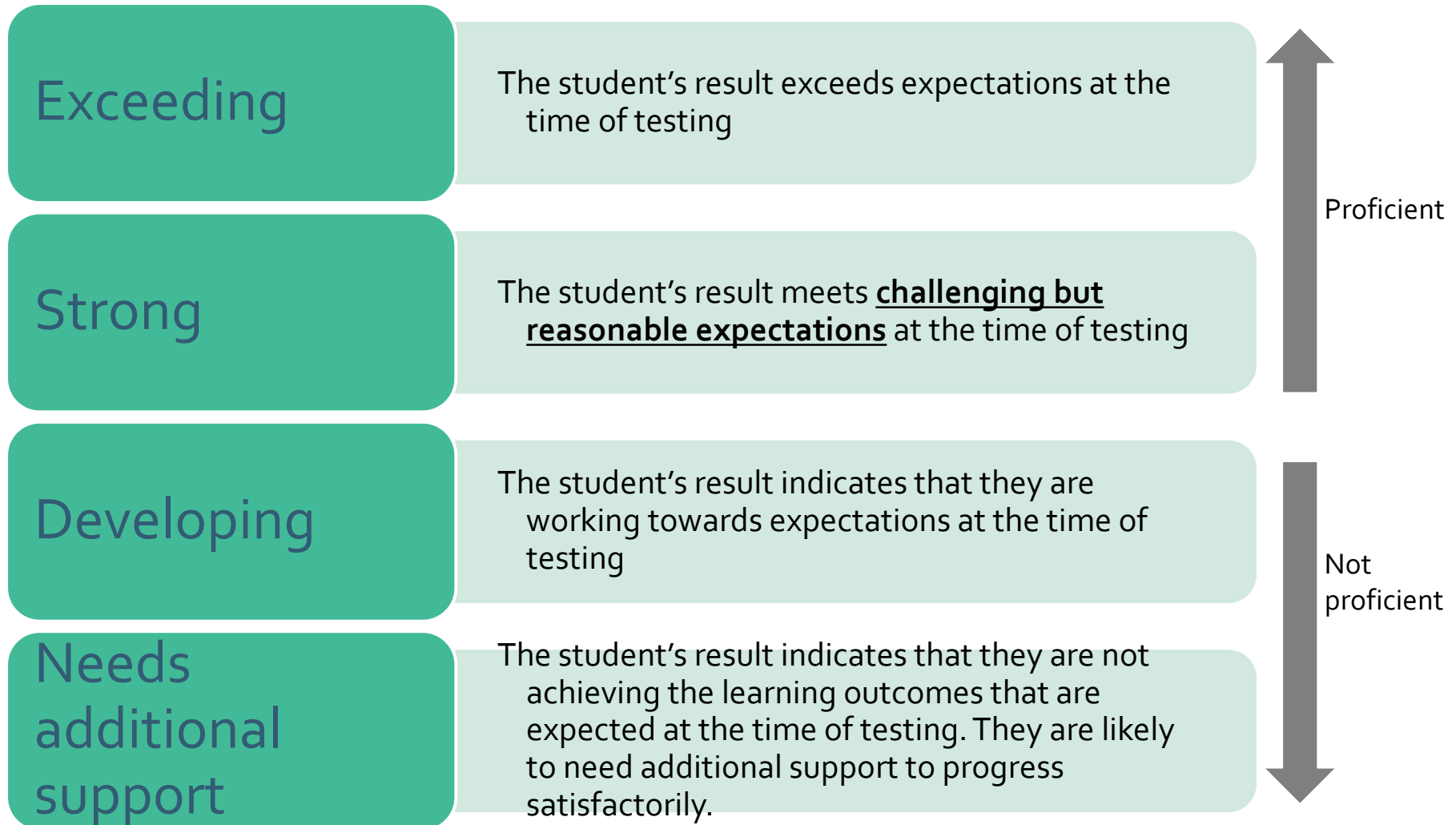
Exceeding

Strong

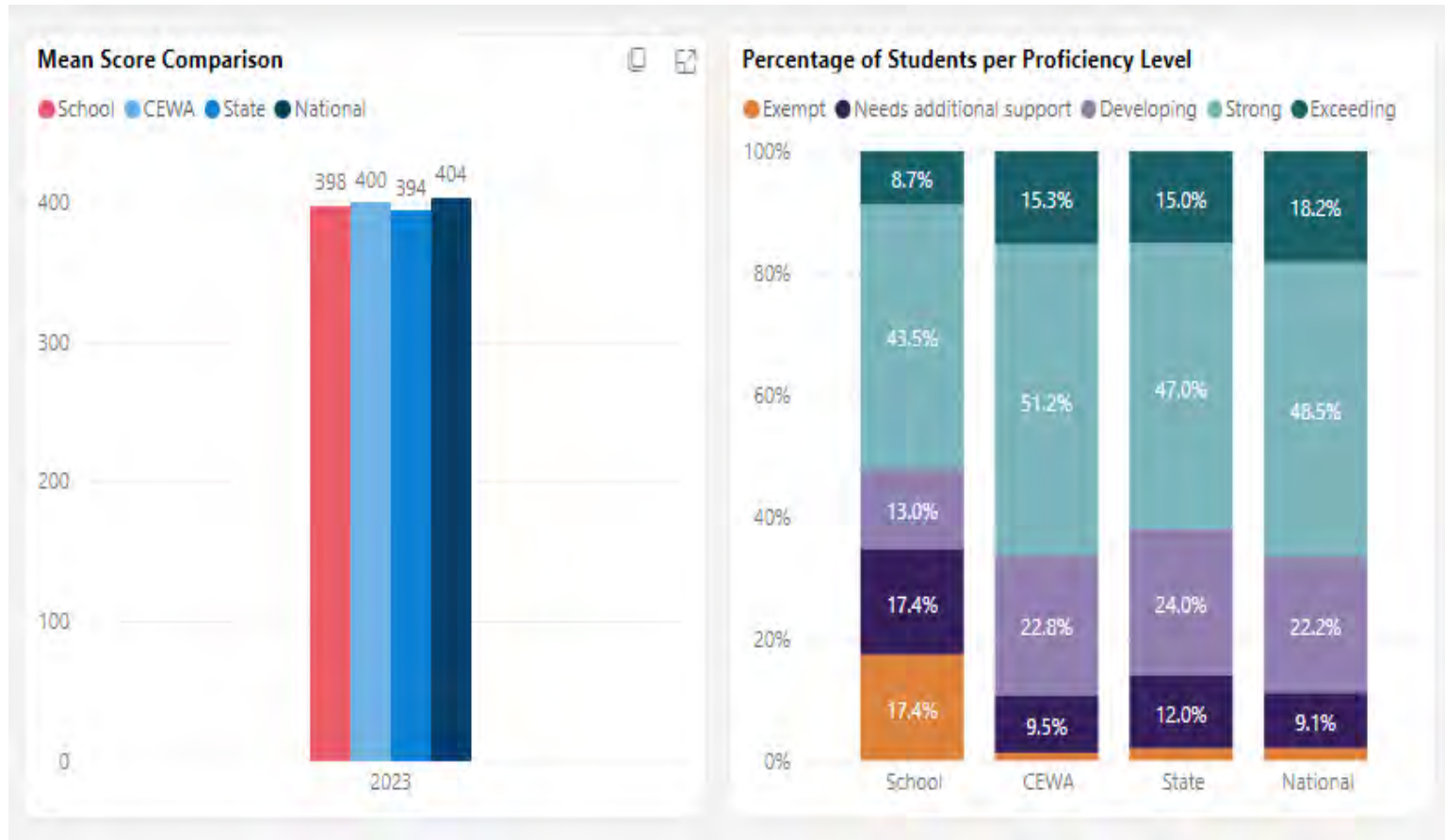
Developing

Needs additional support

# Proficiency levels



# Year 3 Reading



Exempt 17.4%

= 4 students

Needs additional support 17.4%

= 4 students

Developing 13%

= 3 students

Strong 43.5%

= 10 students

Exceeding 8.7%

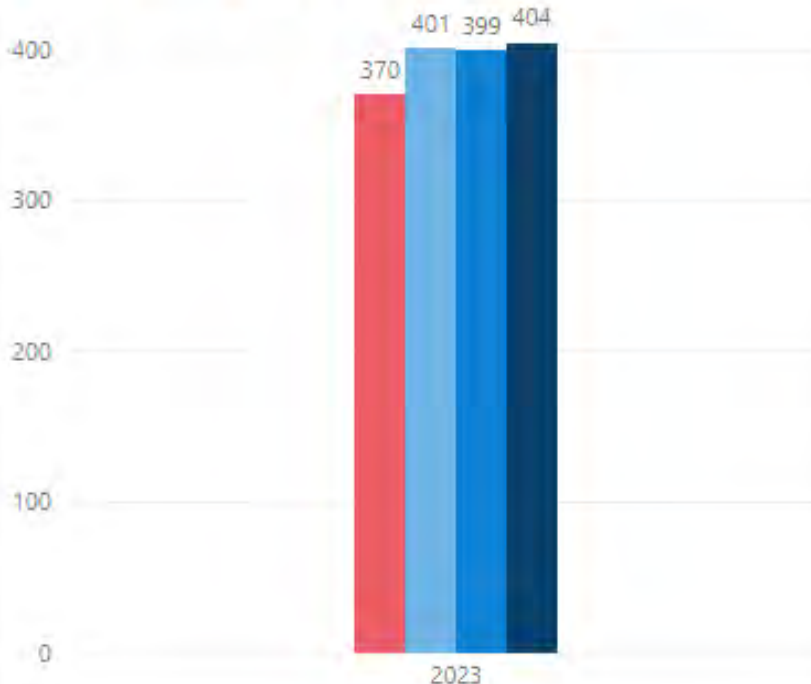
= 2 students



# Year 3 Spelling

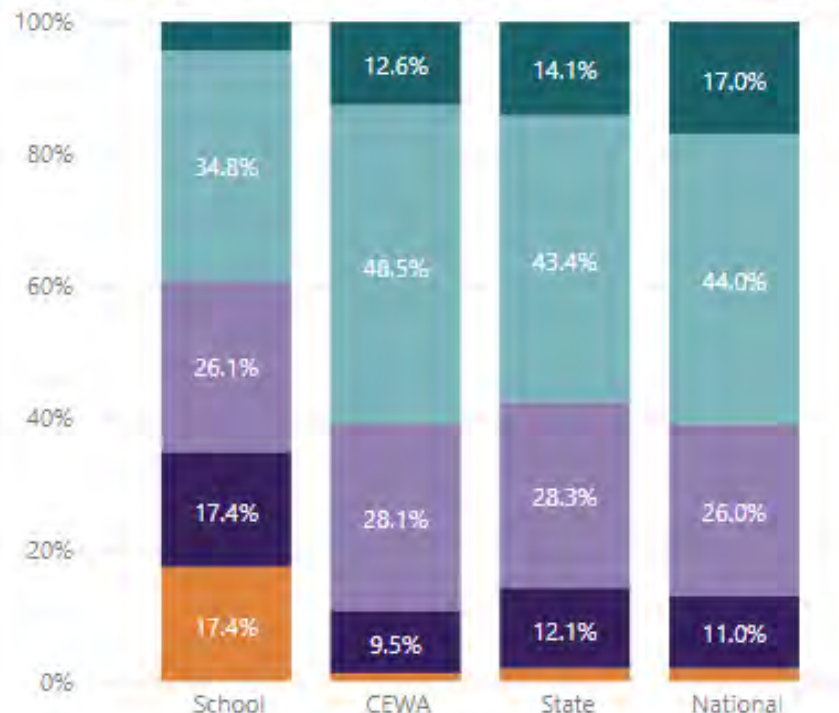
Mean Score Comparison

● School ● CEWA ● State ● National



Percentage of Students per Proficiency Level

● Exempt ● Needs additional support ● Developing ● Strong ● Exceeding



Exempt 17.4%

Needs additional support 17.4%

Developing 26.1%

Strong 34.8%

Exceeding 4.3%

= 4 students

= 4 students

= 6 students

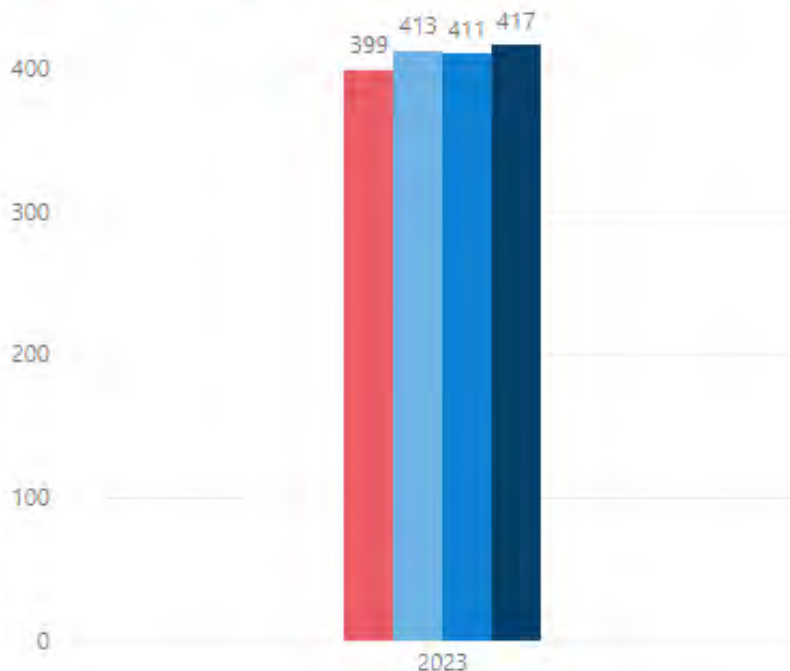
= 8 students

= 1 student

# Year 3 Writing

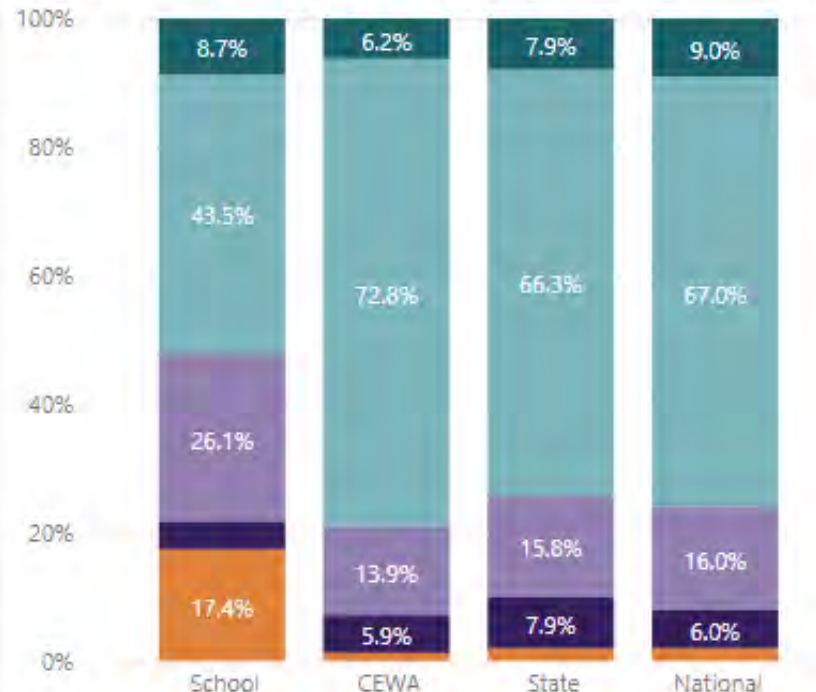
Mean Score Comparison

● School ● CEWA ● State ● National



Percentage of Students per Proficiency Level

● Exempt ● Needs additional support ● Developing ● Strong ● Exceeding



Exempt 17.4%

= 4 students

Needs additional support 4.3%

= 1 students

Developing 21.6%

= 6 students

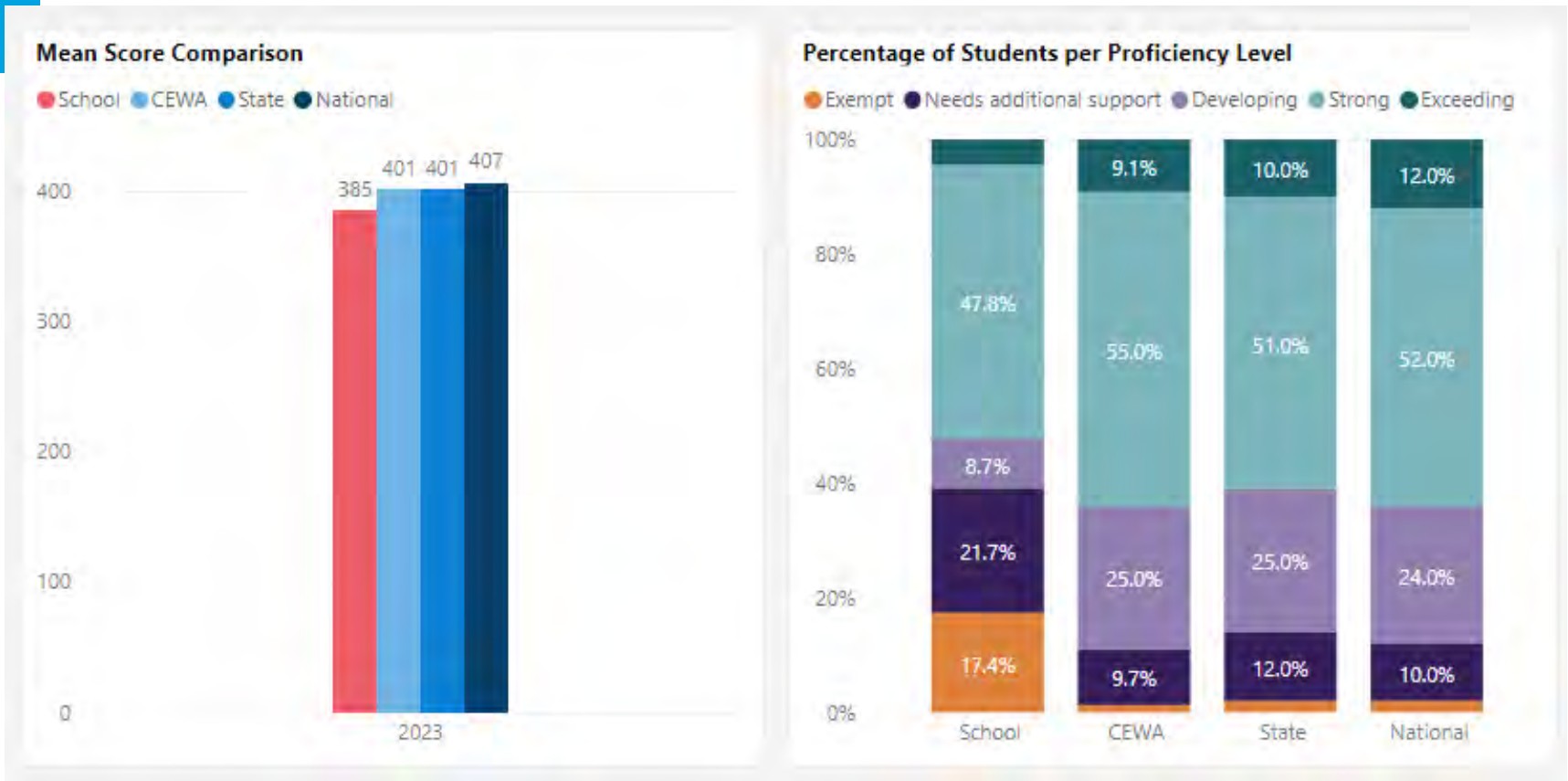
Strong 43.5%

= 10 students

Exceeding 8.7%

= 2 students

# Year 3 Numeracy



Exempt 17.4%

= 4 students

Needs additional support 21.7%

= 5 students

Developing 8.7%

= 2 students

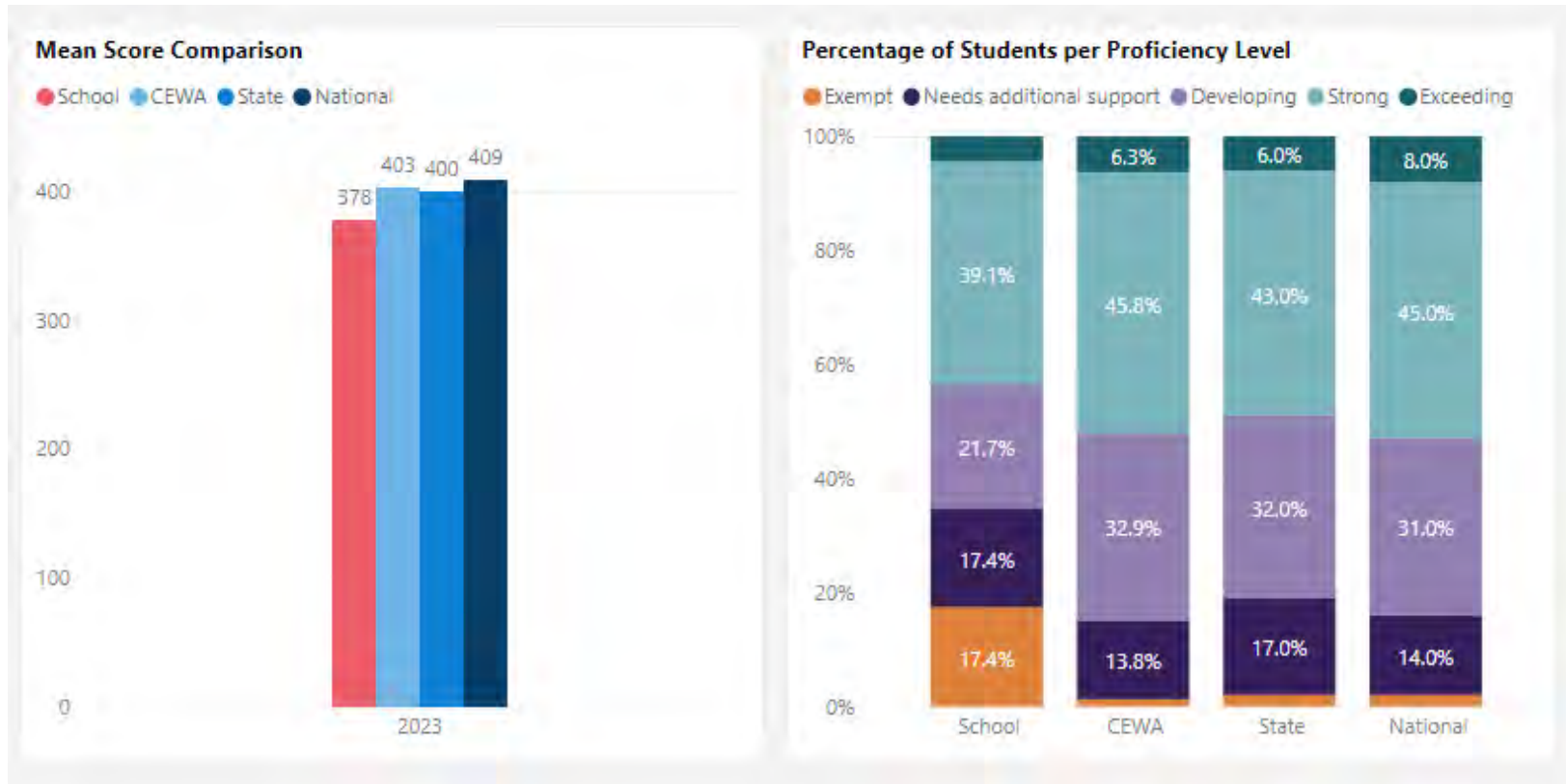
Strong 47.8%

= 11 students

Exceeding 4.3%

= 1 students

# Year 3 Grammar



Exempt 17.4%

= 4 students

Needs additional support 17.4%

= 4 students

Developing 21.7%

= 5 students

Strong 39.1%

= 9 students

Exceeding 4.3%

= 1 students

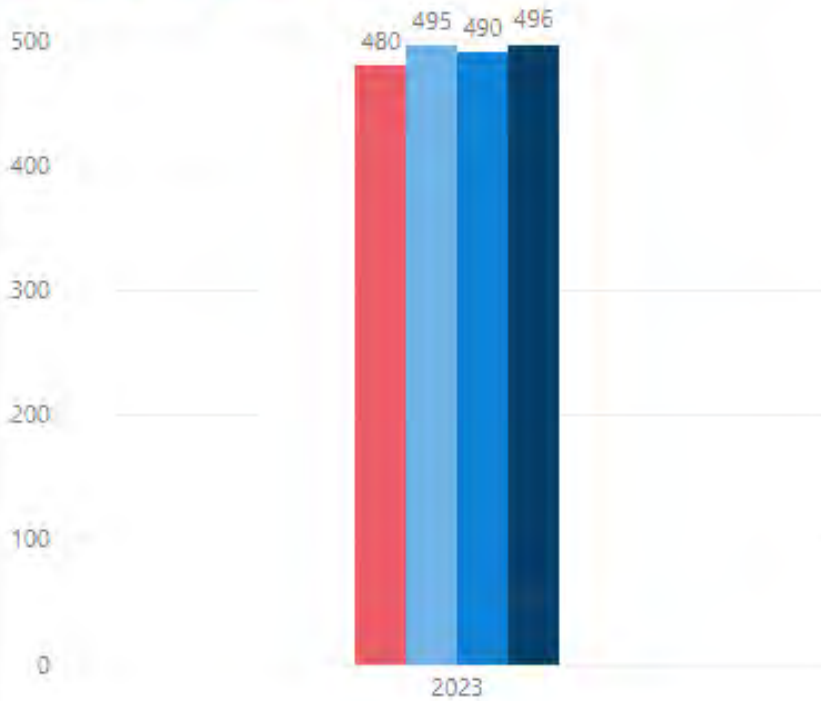
## 2024 Junior Primary Literacy and Numeracy Initiatives:

- PreLit (Kindy)
- Initialit (PP – Yr 2)
- MiniLit – Support Programme
- BrightPath
- Reading Eggs
- CEWA Literacy Assessment Suite (Yr 1 & 2)
- CEWA Numeracy Assessment: Mathematics Assessment Interview – Year 1
- On-Entry (PP)
- Matific Online
- Matific Online

# Year 5 Reading

## Mean Score Comparison

● School ● CEWA ● State ● National



## Percentage of Students per Proficiency Level

● Exempt ● Needs additional support ● Developing ● Strong ● Exceeding

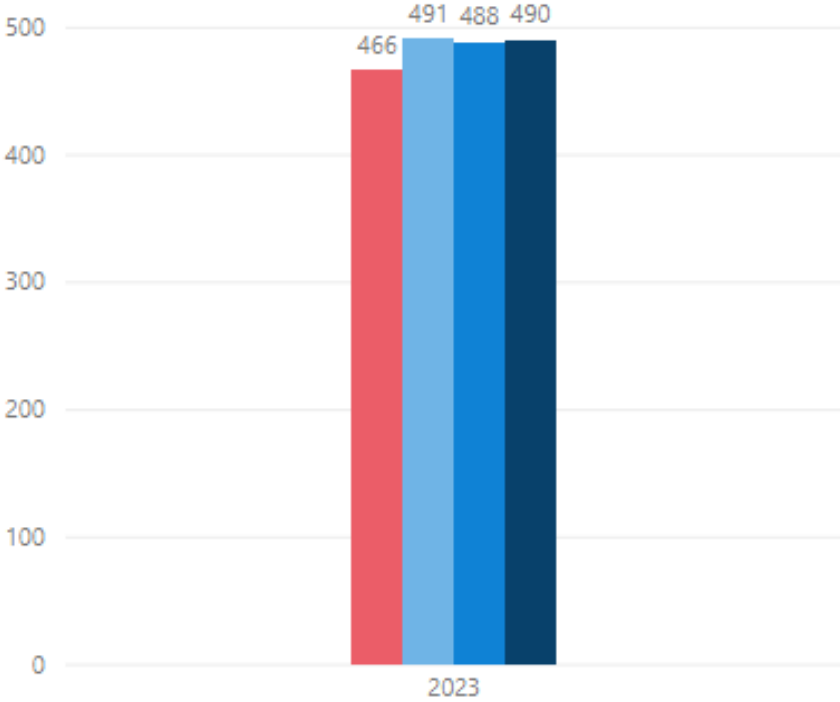


Exempt 4.2% = 1 students  
Needs additional support 8.3% = 2 students  
Developing 20.8% = 5 students  
Strong 54.2% = 13 students  
Exceeding 12.5% = 3 students

# Year 5 Spelling

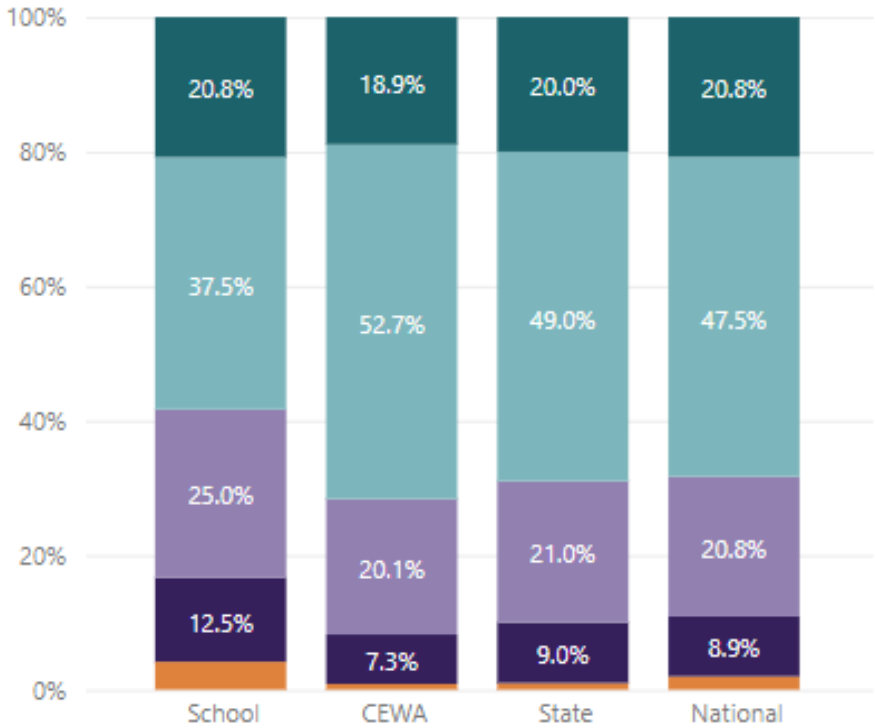
Mean Score Comparison

● School ● CEWA ● State ● National



Percentage of Students per Proficiency Level

● Exempt ● Needs additional support ● Developing ● Strong ● Exceeding



Exempt 4.2%

Needs additional support 12.5%

Developing 25%

Strong 37.5%

Exceeding 20.8%

= 1 students

= 3 students

= 6 students

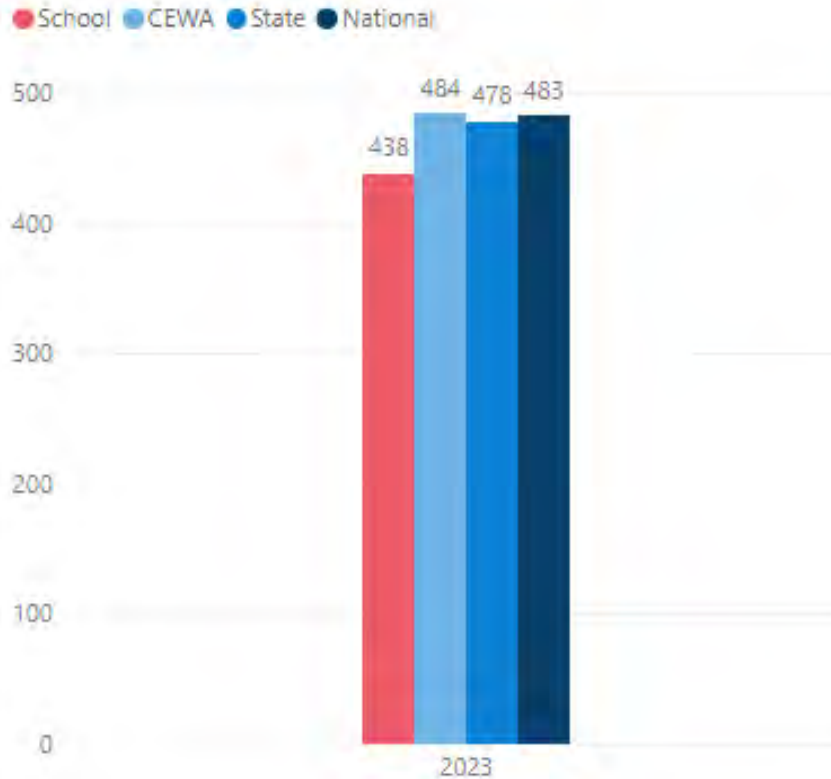
= 9 students

= 5 students

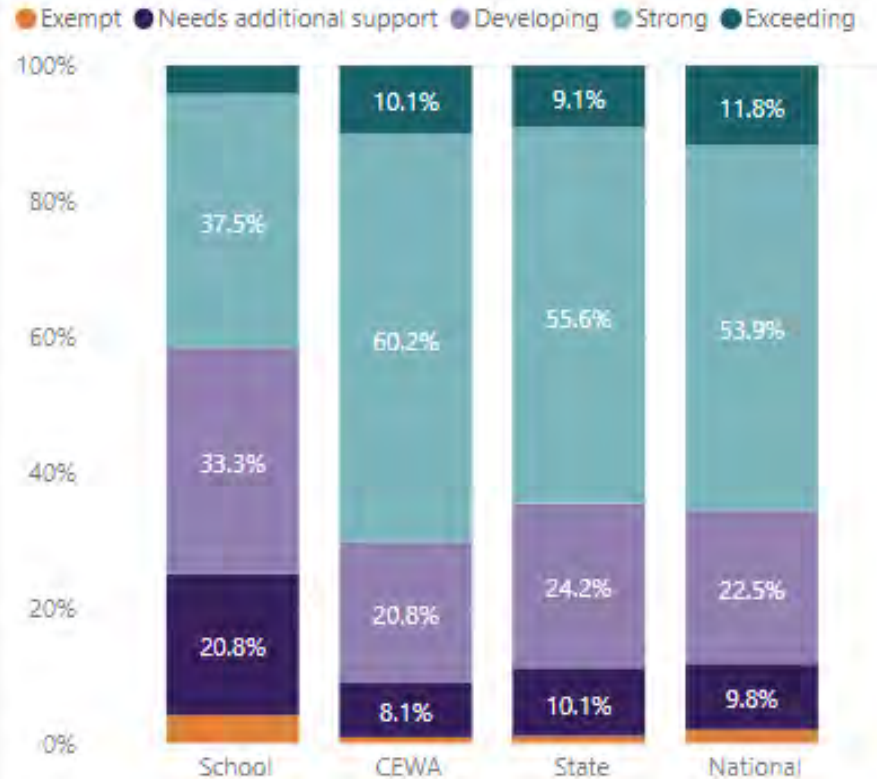


# Year 5 Writing

Mean Score Comparison



Percentage of Students per Proficiency Level



Exempt 4.2%

Needs additional support 20.8%

Developing 33.3%

Strong 37.5%

Exceeding 4.2%

= 1 students

= 5 students

= 8 students

= 9 students

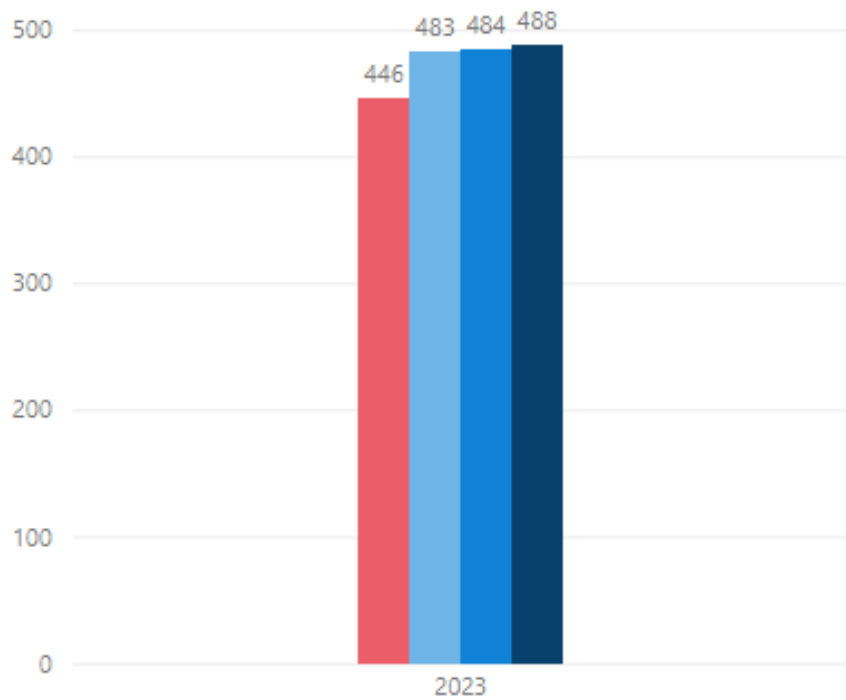
= 1 students



# Year 5 Numeracy

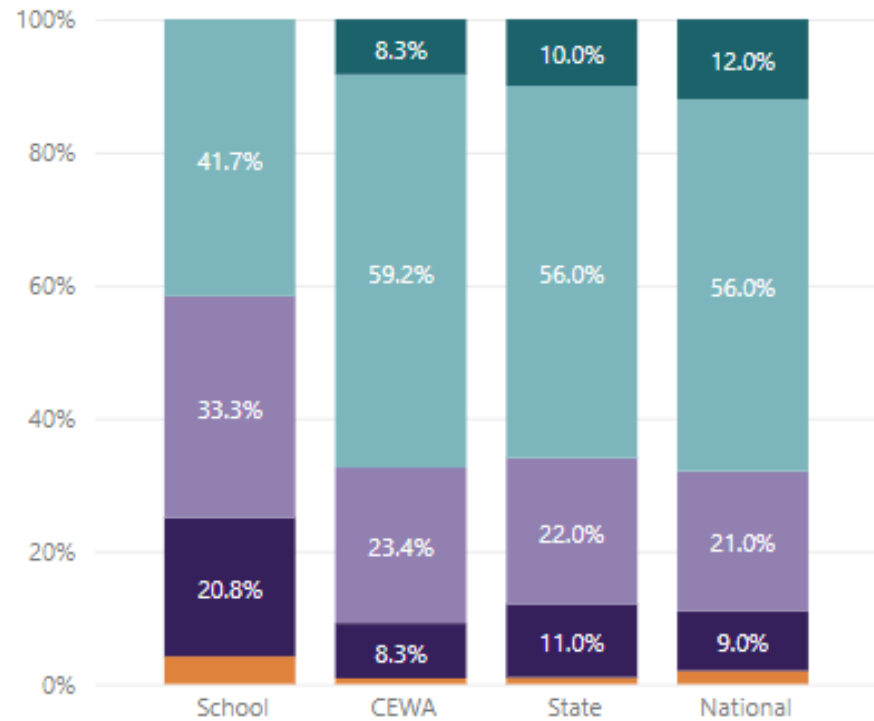
Mean Score Comparison

● School ● CEWA ● State ● National



Percentage of Students per Proficiency Level

● Exempt ● Needs additional support ● Developing ● Strong ● Exceeding



Exempt 4.2%

Needs additional support 20.8%

Developing 33.3%

Strong 41.7%

= 1 students

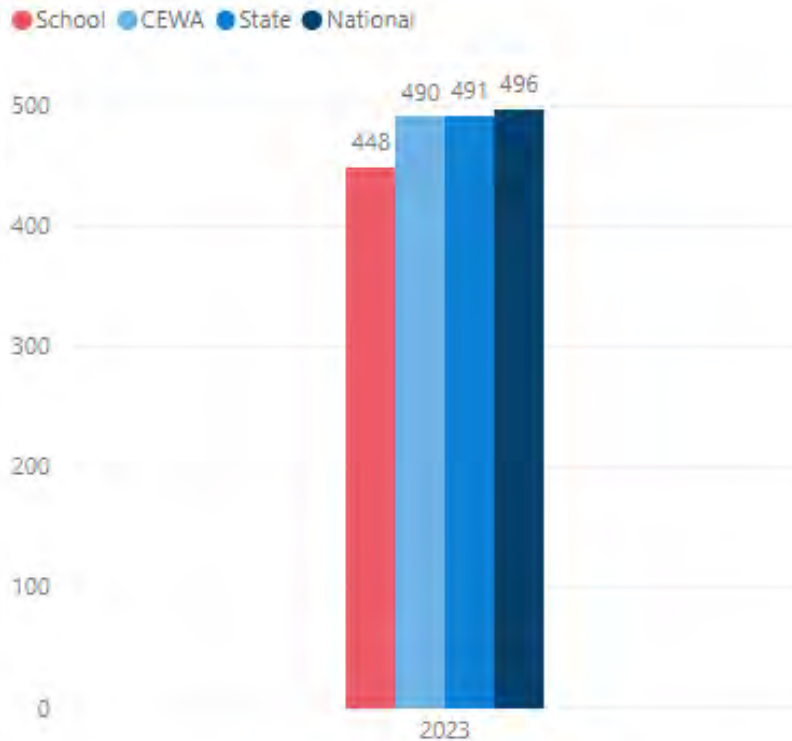
= 3 students

= 8 students

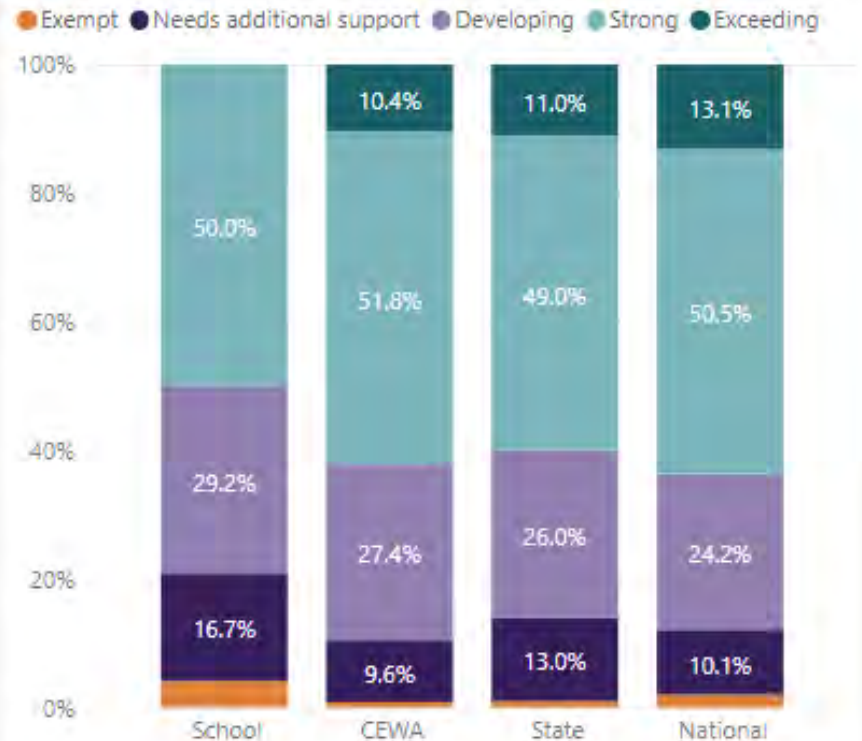
= 10 students

# Year 5 Grammar

### Mean Score Comparison



### Percentage of Students per Proficiency Level



Exempt 4.2%

Needs additional support 16.7%

Developing 29.2%

Strong 50%

= 1 student

= 4 students

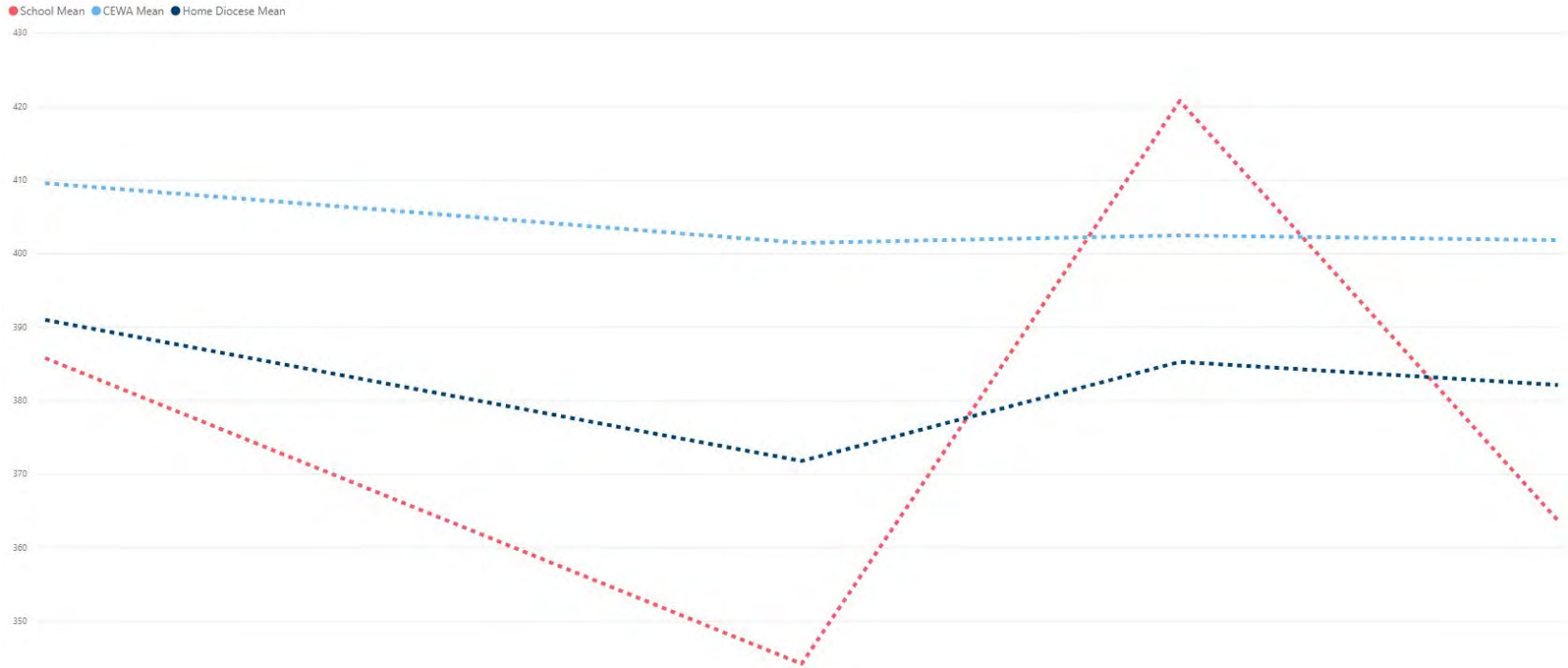
= 7 students

= 12 students

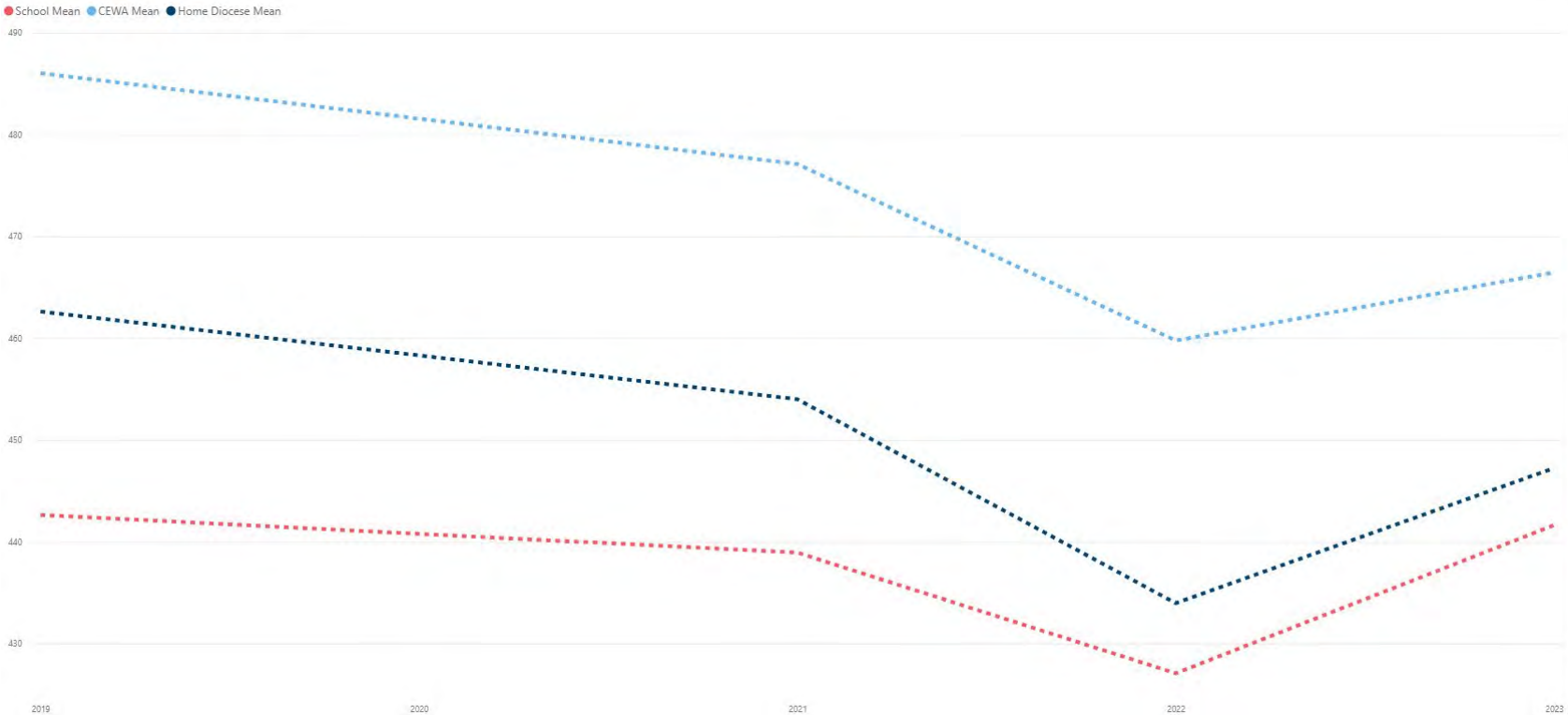
## 2024 Middle Primary Literacy and Numeracy Initiatives:

- Sound Waves Spelling
- BrightPath
- Cars & Stars Comprehension
- Lexile Reading
- Stepping Stones
- Matic Online

# Religious Education Assessment – Year 3



# Religious Education Assessment – Year 5



## School Growth

2021 Yr 3 Mean = 344

2023 Yr 5 Mean = 442

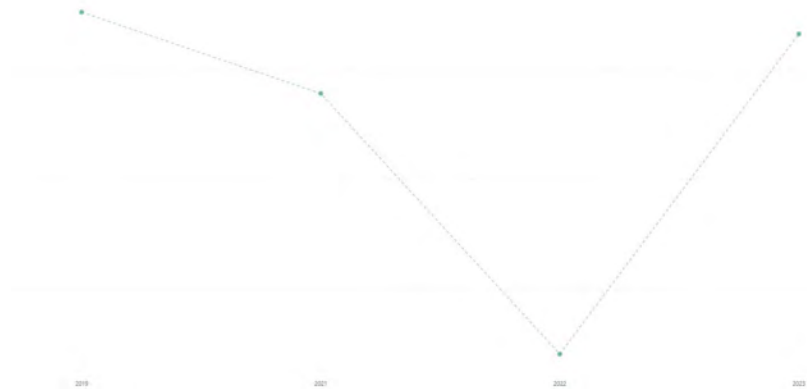
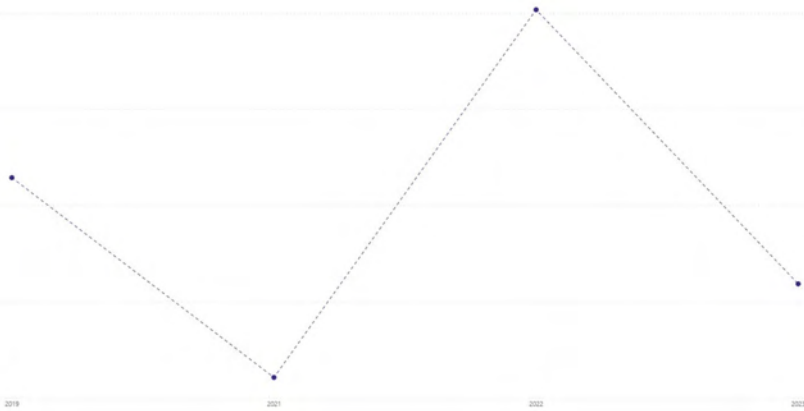
Growth = 98

## CEWA Growth

2021 Yr 3 Mean = 401

2023 Yr 5 Mean = 466

Growth = 65



# PRINCIPAL'S REPORT



**Principal Report**  
**SUSAN MILTON**



# SCHOOL IMPROVEMENT PLAN

The Improvement Goals are not intended to capture all of St Matthew's School strategic activities but rather prioritise the key areas of focus that will have the highest impact on realising sustained and relevant improvement.



# STRATEGIC INTENTS - Areas of Focus this Year

## COMMUNITY

Students and staff are provided a breadth of opportunities to develop their knowledge of Christ and their personal leadership.

Embed the Making Jesus Real program, while seeking to make it increasingly impactful and valuable for our school community.

- Year 6 Leadership Roles
- Timetabled MJR lessons
- Monday morning line up focus – hosted by Year 5
- Child-focused Prayer Services

# STRATEGIC INTENTS - Areas of Focus this Year

## EDUCATION

Student performance data used to drive decision making

Broaden understanding of Aboriginal perspectives through implementing a whole-of-school strategy in a way that reflects on the past, responds to the present and creates systemic change for the future.

- Curriculum Co-ordinator – Jane Dyke
- Professional Development on Judging Standards
- Power BI
- School Assessment Schedule
- Cluster Planning Meetings for collaboration and moderation
- Dryandra Place Based Education for Staff
- Visual display of Acknowledgement of Country Statements

# STRATEGIC INTENTS - Areas of Focus this Year

## COMMUNITY

Parents are fully informed about their child's progress

Services and programs that enhance student well-being, safety and resilience, and the well-being of staff

Provide opportunities for the school community to celebrate multiculturalism and the diversity of cultures and religions in the school.

- Individual parent interviews – end of Term 1 and when requested by teachers or parents
- Formal reports – compulsory parent meetings for students achieving D grades
- Test books – end of each term. Literacy, Numeracy, RE
- MJR
- Deb Perich – Strength-Based Education
- Berry Street Education Model Professional Development  
(2023 – 2024)
- Team Teach All Staff Professional Development
- EAL/D Co-ordinators – Adele Maartens & Lyndee Montgomery

# STRATEGIC INTENTS - Areas of Focus this Year

## Stewardship

Attract, develop and retain talented and committed teaching and non-teaching staff.

A strong and sustainable future focus is evident through – quality curricula, resources and facilities that support learning and growth in enrolments.

- New Staff Mentoring – Linda Kilpatrick & Jess Newton
- Staff Wellbeing Committee
- Whole School Programmes – Literacy, Numeracy, Religious Education, Health
- Kindy/Pre-Primary Play Area
- Upgrading of Kindy/Pre-Primary and Year 1 Toilets
- New furniture in Library, Hall and Yr 5 classroom
- Shade Sail Replaced

# 2024 Changes

- \* Musical Showcase End of Semester 1
- \* Uniform changes
- \* STEM
- \* Parent Library

# School Advisory Council



**OFFICE BEARERS**



# Principle Functions of the Council

- 3.2 The Advisory Council must carry out the following functions:
- (a) support planning for the present and future operation of the Catholic school;
  - (b) provide membership, at the Principal's request, on selection panels for the employment of staff to the Catholic School in accordance with the relevant CECWA Policies and Executive Directives;
  - c) provide membership on the panel that recommends the appointment of a principal in accordance with the relevant CECWA Policy and Executive Directives;



- \* (d) in consultation with the Principal, communicate about the Catholic School and about Catholic education to persons and organisations in the School Community;
- \* (e) endorse the Catholic School's annual budget before submission to CECWA for approval; and
- \* (f) advise the Principal on school financial matters such as performance against budget, sustainability, and capital and recurrent planning.



# Membership Conditions

- \* (a) a commitment and desire to promote Catholic education and give service to the Catholic School Community;
- \* (b) a commitment to the safety, wellbeing and pastoral care of all students and staff;
- \* (c) an ability to work cooperatively and constructively with the Principal, school leadership team and all other members of the Advisory Council;
- \* (d) the possession of skills, competencies and experience that are reflective of, relevant and beneficial to the Catholic School Community;
- \* and (e) a sufficiency of time to devote to Advisory Council duties.



# SCHOOL ADVISORY COUNCIL

The Advisory Council must, where the School Community enables, comprise:

- (a) the Principal as an Ex-Officio member;
- (b) a Priest as an Ex-Officio member
- (c) between four and six persons, with skills and experience relevant to the needs of the school community;
- (d) no more than two (additional) persons may be co-opted by the Advisory Council for a period of up to two years if such appointments are considered desirable or necessary; and
- (e) in a Parish School, one member of the Parish Council, as nominated by the priest, as an Ex-Officio member.



# SCHOOL ADVISORY COUNCIL

<u>Continuing</u>	<u>Ex-offio</u>	<u>Retiring</u>
Keith Guest	Principal – Susan Milton	Jodie George
Joseph Nyemba	Parish Priest – Fr Abraham	
Claire Coffey		
Mark Sewell		
Mitch Wray		
Zeta O'Rourke (P&F Rep)		

# SCHOOL ADVISORY COUNCIL



- ❖ Two nominations for the 2024 school year

Danielle van Rooyen  
Ziech van Onselen

- ❖ The School Advisory Council accepts these nominations.
- \* School Advisory Council to elect office bearers for 2024 at first SAC meeting.

# St Matthew's School



**Parents & Friends**

# P&F AGM



1. Business arising from 2023 minutes
2. President's report
3. Treasurer's report
4. P & F Executive and committee members for 2024

# P&F AGM



**Presidents Report**  
**MRS ZETA O'ROURKE**



## **Major Fundraisers / Events 2023**

- \* · Quiz Night
- \* · Cross Country morning tea
- \* · Soccer Festival sausage sizzle
- \* · Sports Carnival morning tea
- \* · Crazy Camel drawings

## **Major Donations 2023**

- Year 6 Graduation dinner and books
- Acoustic screens
- Hall TV's
- PA system
- Furniture

# P&F AGM



**Treasurer's Report**  
**MRS ALEX WRAY**

# St Matthews School P&F Association

Bank Balance at 31<sup>st</sup> December 2023 \$18,325.57

## INCOME

<b>P&amp;F Levy</b>	<b>\$9,026.00</b>
<b>Interest</b>	<b>\$26.64</b>
<b>Fundraising</b>	<b>\$11,936.05</b>
Quiz Night	\$8,513.64
Second Hand Uniform	\$102.90
Cross Country Morning Tea	\$511.41
Soccer Festival Sausage Sizzle	\$1,015.90
Sports Carnival	\$689.60
Swimming Carnival Drinks	\$78.60
Crazy Camel Drawings	\$784.00
Musical USB sales	\$240.00
Total Fundraising Income	<u>\$11,936.05</u>

## EXPENSES

**Affiliation Fees and Software**

**\$846.00**

**Donations**

**\$17,404.16**

Yr 6 Graduation Dinner

\$1,125.00

(2022 & 2023)

Yr 6 Graduation Books

\$1,147.00

(2 years worth purchased)

Acoustic Screens

\$1,695.00

Hall TV Screens

\$5,061.75

Hall PA System

\$2,362.77

School Furniture

\$5,412.00

Father's Day

\$419.86

World Teachers Day

\$130.78

Ice-Poles

\$50.00

**Total Donations**

**\$17,404.16**

# P&F AGM



**P&F Executive  
& Committee Members**

# P&F Functions

(a) collaborate with the Principal to plan, organise and promote social, sporting, cultural, educational and faith formation activities for the interaction of parents, school staff, parish and students and in doing so provide opportunities for community engagement, where relevant;

(b) support the Principal in the facilitation of fundraising events for the benefit of the students; these funds provide opportunities for students and complement the school budget;

(c) encourage parental participation in school programs, particularly those related to parent engagement in learning;

# P&F Functions

(d) act as a forum for ideas and discussion on any relevant issue that will benefit the students;

(e) act as a channel to CSPWA to seek advice or express opinion;

(f) liaise with CSPWA and/or parish and other parties to organise guest speakers for the P&F members on current and suggested educational programs, faith development and other matters of interest;

(g) in consultation with the Principal, conduct an annual P&F event planning session to establish focus for the year ahead (support guidelines to be developed);

- \* (h) be positive advocates for the school in the local community;
- \* (i) represent the P&F as an invited member of the Catholic School Advisory Council;
- \* (j) follow the CEWA Guidelines for P&F Groups in a Catholic School.



- \* The P&F Committee should be comprised of four to six persons (relevant to the needs/context of the school community) plus the Principal or their delegate.
- \* The Principal of the school shall be an ex-officio member of the P&F committee but may not be elected as an office bearer.
- \* P&F Committee must consist of the following office bearers:(a) Chair; (b) Deputy Chair; (c) Secretary; and (d) Treasurer.
- \* Note: After approval at the Annual Community Meeting, the positions of Secretary and Treasurer may be held by one person.

# 2023 P&F ELECTION



**Nominations have been received for the following positions:**

**President: Mrs Zeta O'Rourke**

**Vice President: Mrs Kylie Turton**

**Secretary: Mrs Gayelle Quartermaine**

**Treasurer: Mrs Alex Wray**

**All are appointed to the P&F Executive for 2024.**

**There is no need for a formal election if there are no vacant positions.**

## Closing prayer

God our Father,

We thank You for St Matthew's School and  
for all who make it a special place.

Bless the children; who are growing in the love of Jesus.

Bless our parents and teachers;  
who help us to love and care for others and help us to learn.

We remember with thanks the Sisters who worked in our  
school.



We pray for our Parish of St Matthew's and our town  
of Narrogin.

May our school community always be a place of  
love, peace, learning and laughter.

Through Christ our Lord  
Amen



Please join us for our Sundowner and  
Family Picnic  
to celebrate the 2023 school year.