



ANNUAL ELECTION MEETING

To be held on Sunday 13th December 2020
10.45 am in the Worship Centre

A special invitation is extended to all members of Golden Grove Lutheran Fellowship to attend our School Annual Election Meeting. This is an opportunity to participate in the decision-making activities of our School, and to become aware of the efforts being expended through God's spirit in our community.

AGENDA

1. **Opening and Welcome**
2. **Attendees & Apologies**
3. **Adoption of Minutes**
 - 3.1 GGLPS Annual General Meeting held on 24th May 2020
4. **Business Arising from Previous Minutes**

Nil
5. **Election of School Councillors**
 - 5.1 Nominations: For Election - Natasha Dahlenburg
For Re-election - Tamara Switala

Retiring - Kristian Appelt
Fiona Forgione
6. **Presentation of Reports**
 - 6.1 Principals presentation
 - 6.2 Budget Summary for 2021
 - 6.3 Tuition Fees 2021
7. **New Business**
8. **Close**

*For the information of members you are respectfully reminded that **VOTING MEMBERS** shall be members of GGLF who have reached the age of 18 years.*



ANNUAL GENERAL MEETING

Minutes of meeting held on Sunday 24th May 2020

A special invitation is extended to all members of Golden Grove Lutheran Fellowship to attend our School Annual General Meeting. This is an opportunity to participate in the decision-making activities of our School, and to become aware of the efforts being expended through God's spirit in our community.

MINUTES

1. **Opening and Welcome** – GGLC chairperson, Jon Schutz, welcomed everyone and Pastor Greg opened with prayer. Due to COVID-19 restrictions, the meeting was held using Zoom teleconferencing. Jon explained the technical aspects of the meeting and advised that it would be recorded. Participants were advised that the Zoom polling feature was to be used for voting in any motions.

2. **Attendees & Apologies**

Attendance-40

Tom Davidson, Genevieve Freund, Peter Freund, John Fielke, Sue Fielke, Lesley Friedrich, Paul Friedrich, Natasha Jaeschke, Jenny Canavese, Dorothy Quick, Gemma Malik, Judith Whaites, Rosalie Hoklas, Denise Kloeden, Roger Kloeden, Jacquie Schutz, Jon Schutz, Elijah Schutz, Mark Rawolle, Jenny Rawolle, David Knapp, Margey Knapp, Shane Paterson, Greg Fowler, Liz Shrowder, Dave Shrowder, Joel Schiller, Elizabeth Mills, Robert Mills, Allen Kupke, Jenny Kupke, Daniel Dutschke, Allyson Dutschke, Luke Wachtel, Emma Fitridge, Karen Howell, Jon Schiller, Leanne Schiller, Ruth Zimmermann, Ian Zimmermann

Apologies-4

Graeme Hoklas, Ken Campbell, Elnora & Ivan Schmocker

3. **Adoption of Previous Minutes**

- 3.1 GGLPS Annual Election Meeting held on 15th December 2019

Gen asked if there were any amendments to the previous minutes – no amendments. Motion: That previous minutes be accepted

Moved: Genevieve Freund

Seconded:

Accepted via Zoom poll

4. **Business Arising from Minutes**

Nil

5. **Presentation of Reports**

5.1 Chair Report - Genevieve read her report (refer attached) and asked for any questions.

John Schutz asked how we see the COVID-19 situation panning out to the end of the year and maybe even next year.

Gen responded that the school is in a great financial position. We have completed an initial risk assessment. SC discussed at April online meeting the immediate impact and financial assistance that families may need. This included the care, support & wellbeing of the community so we don't lose enrolments. We want to show that we have covered all bases, are there for everyone and that we will work together to get through this. As for financial impacts, we have decided that each case will be dealt with on an individual basis depending on the circumstances. Only a handful of families have come forward for assistance. Majority of families have said they may need to defer payments a little bit. Financial impact so far has been okay. We are sustaining future enrolments. Currently nothing to panic about.

The effects of this may be felt for a long time and for many families it may be term 4 or next year when we start seeing some of the bigger implications for us.

LESNW have distributed comms for a recovery plan and a risk assessment process. SC have started on this journey.

Lesley Friedrich asked if there is a general feeling if it is cheaper to run schooling on line rather than face to face. Was it possible to tell that from just a couple of weeks.

Gen responded that it was a scramble to put all the online learning platform in place and that the staff did an amazing job. Gen invited Shane to respond further to the question. Shane advised that wages still had to be paid so no it wasn't really any cheaper. Six LSO's were stood down. At the time it was assumed that this would be for a lengthy period but ended up being just 1 week. 90% of students had returned by the 2nd week of term and all but 1 family had returned by week 3. This family was considered vulnerable so are home schooling with the intent of returning in term 3.

5.2 Principal Report

Shane highlighted the following from his report:

One of the biggest impacts of COVID has been the aspect of community and how to keep the community feel. There are no volunteers and whole school events have been cancelled for the whole term. Need to think how we can continue with community. On Maundy Thurs the staff held a drive thru at Easter for the students.

The Joint Use Agreement with Wynn Vale Primary School was signed at the end of last year. Not much is different from the previous 30 year agreement but it is now a 5 year agreement as per DECD.

Support received from the parent community and school council has been wonderful during this time.
No further questions received.

5.3 Financial Report – Business Manager unable to connect to the meeting properly. Gen & Shane shared the following points:

Apologised for lateness of 2019 audited financial statements. They were only received on Wed 20th May. Surplus of \$209.9K for 2019.

Pleasing to note the very good financial position even though actual enrolments for 2019 of 240 were less than the budgeted amount of 260.

School is not eligible for job keeper

Cash flow boost of \$50K received

Financial implications of the COVID-19 pandemic have significantly impacted GGOSH. GGOSH is not eligible for job keeper.

GGOSH is now operating under the child care relief package which is a reduced amount. Without any additional funding and based on the current care relief package, GGOSH will return a loss of over \$20k by the end of June.

No further questions were received.

6. **New Business**

Nil

7. **Close**

*For the information of members you are respectfully reminded that **VOTING MEMBERS** shall be members of GGLF who have reached the age of 18 years.*



**GOLDEN GROVE LUTHERAN
PRIMARY SCHOOL**

Principal's report

Annual General Meeting (24/05/20)

Fellow members,

While we have had an excellent twelve months in our teaching and learning program and further strengthening of our community through a range of activities, our focus at the moment (as it is for everyone) is the COVID-19 pandemic. The pandemic did call for a change in the delivery of our curriculum and has seen many of our regular (Assembly, worship) and supporting activities cancelled. However, at the time of writing this report we have returned to a somewhat more normal routine with face to face delivery and nearly all of our students back at school. The support from the community and the manner in which the staff have responded to the varied challenges put before them has been outstanding.

Staff: Our staffing structure is as follows:

Principal:	Shane Paterson
Deputy Principal:	Tim Kriewaldt
Foundation	Alyssum Williams
Foundation	Celeste Hueppauff
Yr 1 / 2	Emma Fitridge
Yr 1 / 2	Marion Chan
Yr 1 / 2	Kayla Dametto (Lobethal Lutheran)
Yr 3 / 4	Jacquie Paech / Mel Arnold
Yr 3 / 4	James Salisbury
Yr 3 / 4	Angelisa Marino (St Paul, Blair Athol)
Yr 5 / 6	Luke Napier
Yr 5 / 6	Amy Hughes (Faith, Tanunda)
Yr 5 / 6	David Gardner
Learning Support:	Tim Kriewaldt Jayne Zadow
PYP Coordinator	Jayne Zadow
PE:	Adele McCusker
Japanese:	Ashley Jeon (Redeemer, Nuriootpa)
Art:	Cloe Richardson
GGOSH Director:	Vicki Kahl
Chaplain:	Jason Kupke
Receptionist:	Elaine Baldock
Executive Assistant:	Tanya Wilson
Uniform Shop:	Verity Arthur
LSO:	Glenys Fiedler, Verity Arthur, Leanne Hampel, Kerry Abraham, Tanya Manocchio, Stephanie Schwarz, Vanessa Hughes
LSO:	Deirdre Fox (finance and library), Vanessa Duns (finance), Ruth Carter (library).
Grounds:	Kuno Berghout
Bus:	Kuno Berghout, Bob Baskerville, Anthony Murray
Business Manager:	Karen Howell (St Peters, Blackwood)
Pastor:	Greg Fowler

The following staff completed their service at GGLPS in the last twelve months:

- Michelle Dancis took a position at Good Shepherd College, Darwin;
- Georgia Burden took a position at Unity College, Murray Bridge;
- Amber Lownds took a position at Immanuel, Gawler;
- Lauren Neumann commenced maternity leave during term 1, 2020;
- Sue Prideaux resigned from the end of term 1, 2020;
- Lisa Katsikitis (Japanese) resigned to follow a different career path;
- Graeme Hoklas (retired at the end of 2019).

School Council met monthly, with discussions focused on the Strategic Plan and complementary Action Plan.

Building and facilities:

- **Classroom:** Our latest capital works project saw the refurbishment of the senior classrooms, an addition of a further classroom and spaces created a wellbeing and sensory room, a 'breakout' space and an ICT hub (incorporating a green screen for videoing purposes). The space is being used well.
 - The wellbeing and sensory room supports our focus on student wellbeing.
- **Outdoor learning area:** We are in receipt of a \$50 000 infrastructure grant from the State government. These funds are being used to create an outdoor learning space behind the senior classrooms. At the time of writing external doors from the rooms have been installed along with shade sails. Paving and furniture will complete the project in the coming weeks.

Partnership Covenant: The covenant between the congregation and the school continues to guide this relationship. Opportunities to work together are sought and there is a clear understanding of the relationship between the two bodies. A focus over the last twelve months has been promoting the use of Café Connect with parents and they have taken up this invitation by holding meetings there, catching up with each other and generally giving it support. It is a wonderful resource to have and hopefully the ministry will continue to grow.

Joint Use Agreement (JUA) - Wynn Vale Primary School: The original JUA which was signed when the two campuses began, reached the end of its life in 2018. This was a thirty year Agreement which detailed how some of the campus facilities were shared and the arrangements for that. After a lengthy process, a new JUA was signed by both parties towards the end of 2019. The Agreement covers the same areas, but the length of this new Agreement is 5 years.

Constitution: Unfortunately, we haven't progressed with a new constitution as much as we would have liked. It is the aim to present this to the November meeting.

Strategic Planning: School Council adopted an updated Strategic Plan at the end of 2019. This Plan guides the agenda for Council meetings and informs the work which I undertake on behalf of Council. This is available on the school website.

Teaching and Learning: After building momentum in the early part of the year, our focus part way through term 1 turned to online learning: how to structure this, which platform to use, support needed for staff and students. With this now set up (if we need it again) our focus will turn to our original plans of literacy development (in the area of writing), preparing for our evaluation visit in October for the International Baccalaureate and our continued development in health and well-being. We look forward to being able to focus on this more fully from this time on.

Even though the first quarter of this year has been unusual we have recognized the guidance and comfort which Christ gives us. We look forward to more and more 'normality' as the year progresses.

Together in His service,

Shane Paterson
(Principal)

AGM 24th May 2020 – GGLPS Chairperson Report

School Council for 2020 consists of:

Genevieve Freund (Chair), Tamara Switala (Vice Chair), Ruth Zimmerman, Fiona Forgione, Kristian Appelt, Susan Kent.

Natasha Dahlenburg has fulfilled a casual vacancy left by the retirement of Paul Williams at the end of 2019. Paul still had 1 year service left of his tenure.

Ben Parcell has joined the team as a consultant. He has strong skills in risk management, project management, WHS management and the development & application of business systems.

Other sub committees:

Finance Team – Shane Paterson, Karen Howell (Business Manager), Genevieve Freund (Chair), Tom Davidson, Darren Perryman. Darren has joined the team as a replacement for Paul Williams. Darren is the Manager of Revenue Accounting Services for SA Govt.

Joint ministry team – lead by Greg & Shane

Marketing Team – Shane Paterson, Karen Howell, Genevieve Freund, Tanya Wilson, Susan Kent

Strategic Direction

Our strategic actions to achieve our goals continue to be tracked & reviewed on our action plan. A review of our action plan at the end of 2019 showed we had completed 9/12 of our community partnership strategic actions, 16/21 teaching & learning strategic actions & 8/11 of our organisational capability strategic actions.

Specific council related completed actions included the establishment of the marketing team (to review & restructure the enrolment process, review bus usage & routes and discuss different marketing tools. Rob Ball from Ball Public Relations was also engaged to put together a marketing proposal), quarterly reporting to the school community, continuing to implement the LESNW policy platform (Complispace), communicate the vision & strategic initiatives with the school community, use of LEA governance resources as a vehicle for council discussion & education, a business case review for an early learning centre and a connected schools workshop to review & re-align our vision & strategic direction. We also received regular reports on the teaching & learning strategic actions.

The council undertook a full review of the Strategic plan during 2019. It was agreed that the majority of the content was still relevant for the 2020 to 2023 period. An update was made to include a statement about sustainability.

Council key action items for 2020 from the strategic plan include:

Partnerships

- develop & implement a marketing plan.
- monitor the changes implemented for the enrolment process
- determine geographical areas on which to focus for promotional purposes
- active engagement around the future direction of Connected schools

- analyse & respond accordingly to Quality school's data
- Organisational Sustainability**
- continue to review & implement the "Complispace" policy platform
 - complete constitution review and adopt preferred LESNW model
 - review current financial processes & procedures
 - review & develop strategies for future building infrastructure projects to address the needs of the school.
 - review & update of governance resources to ensure "best practice" (utilise LESNW business planning framework which is currently being developed)
 - update SC handbook
 - utilise Growing Deep as a discussion & guiding tool for SC

Business Manager

Graeme Hoklas retired in Jan 2020. The council acknowledges and thanks Graeme for his many years of service to the school. With the assistance of Brad Richmond (LESNW Business Director), Karen Howell was appointed as the new BM. Karen was previously the BM at St Peters Lutheran School.

COVID-19

I would like to acknowledge and commend Shane, the leadership team and all staff on the amazing job they have done to ensure our students continue to receive a quality teaching & learning program during this challenging environment. They have been agile & responsive in adapting to new ways of working & interacting with students, caregivers and each other.

Council has discussed the implications of COVID-19 and are working through the potential current and future impact on the school. Our immediate concern is the wellbeing of our community and making sure that we continue to support each other.

Genevieve Freund

GGLPS Council Chair

GOLDEN GROVE LUTHERAN PRIMARY SCHOOL

2021 Budget - Summary

Description	2019 Actual	Forecast to 31/12/2020	2020 Budget	2021 Budget
RECURRENT INCOME				
Income - Tuition				
Gross School Fees	\$1,016,522	\$1,014,233	\$1,040,911	\$998,200
Discounts	-\$184,261	-\$156,011	-\$183,528	-\$160,352
Net School Fees	\$832,261	\$858,222	\$857,383	\$837,848
Income - Other				
Other Income	\$200,810	\$113,643	\$133,150	\$84,025
Other Sundry Income	\$200,810	\$113,643	\$133,150	\$84,025
Government Grants				
State Grant - Per Capita	\$583,385	\$557,839	\$546,766	\$527,748
Commonwealth Grant	\$2,017,075	\$2,076,377	\$2,127,894	\$2,210,945
Commonwealth - Cash Flow Boost		\$100,000		
BGA Capital Grant	\$198,102			
Other Grants	\$11,587	\$7,294	\$3,000	
Chaplaincy Govt Grant	\$11,860	\$12,121	\$11,750	\$11,750
Total Grants	\$2,822,009	\$2,753,631	\$2,689,410	\$2,750,443
TOTAL RECURRENT INCOME	\$3,855,080	\$3,725,496	\$3,679,943	\$3,672,316
RECURRENT EXPENSES				
Salary Expenses				
Salaries including oncosts	\$2,801,240	\$2,709,577	\$2,743,172	\$2,707,398
TOTAL WAGES & SALARIES	\$2,801,240	\$2,709,577	\$2,743,172	\$2,707,398
Expenditure - Tuition				
Tuition Expenses	\$135,975	\$128,653	\$157,600	\$98,042
TOTAL EXPENDITURE - TUITION	\$135,975	\$128,653	\$157,600	\$98,042
Property Expenses				
Cleaning, Repairs & Maintenance	\$41,226	\$70,163	\$55,750	\$94,500
Utilities & Rates	\$71,565	\$59,849	\$68,750	\$65,900
Property Expenses	\$112,791	\$130,012	\$124,500	\$160,400
Finance Expenses				
Interest - loans	\$58,642	\$65,000	\$70,970	\$60,000
Finance Expenses	\$58,642	\$65,000	\$70,970	\$60,000
Expenditure - Administration & General				
Administration Expenses	\$549,426	\$534,651	\$584,827	\$577,818
TOTAL EXPENDITURE - ADMIN. & GENERAL	\$549,426	\$534,651	\$584,827	\$577,818
TOTAL RECURRENT EXPENDITURE	\$3,658,074	\$3,567,893	\$3,681,069	\$3,603,658
OPERATING SURPLUS	\$197,006	\$157,603	-\$1,126	\$68,658
TRADING ACTIVITIES				
Trading Activities Income	\$439,806	\$385,084	\$424,000	\$429,000
Trading Activities Expenses	\$426,900	\$424,000	\$424,000	\$424,000
SURPLUS/(DEFICIT) TRADING ACTIVITIES	\$12,906	-\$38,916	\$0	\$5,000
SURPLUS/DEFICIT FOR THE YEAR	\$209,912	\$118,687	-\$1,126	\$73,658
EBIDA				
Estimated cash from operations	\$499,639	\$418,687	\$304,844	\$368,658
OPERATING MARGIN	11.6%	10.2%	7.4%	9.0%



**GOLDEN
GROVE
LUTHERAN**
PRIMARY SCHOOL

**BELIEVE
COLLABORATE
ACHIEVE**

School Fees



**Connected
SCHOOLS**
A Christ-Centred Community of K-12 Lutheran Schools



2021 Tuition Fee Schedule						
	Tuition * ¹		School Card Tuition * ²		GGLPS/Endeavour College Tuition * ³	
	Annual fee	Per Term	Annual Fee	Per Term	Annual Fee	Per Term
1 Child	\$4,340	\$1,085	\$3,140	\$785	\$3,940	\$985
2 Children	\$8,196	\$2,049	\$5,832	\$1,458	\$7,396	\$1,849
3 Children	\$11,300	\$2,825	\$8,104	\$2,026	\$10,100	\$2,525
4 Children	\$13,572	\$3,393	\$9,528	\$2,382	\$11,972	\$2,993

Annual Levies:

The tuition fee above includes a resource levy, IT levy, school activities such as incursions and excursions, school magazine, student accident insurance and ambulance cover.

A P&F levy of \$132.00 applies to each family.

***1. Tuition Fee** – This is the standard fee, with reductions offered for siblings.

***2. School Card** – A reduction in tuition fees is allowed for families who are eligible for school card. Application forms are available at the commencement of each year.

***3. GGLPS/Endeavour College** - The special relationship between our school and Endeavour College offers parents a discount for each child at GGLPS when they have children attending both schools at the same time.

An **early payment discount** is available for families where full annual tuition fees (column *1) are paid by 31st March 2021. The amount of discount is 5% of the annual net tuition fee.