

2024 AGM (Annual General Meeting) - The Montessori School, Kingsley

2023 Board Report

- Acknowledgement of Board Directors, including the Principal, and their commitment of time, effort, and skill during 2023 working tirelessly for the benefit of our School
- Thanks to all our teaching staff for working with the Board throughout the past year – your commitment to our School makes it the beautiful Montessori learning environment that it is
- Thanks to the administrative staff, who provided the Board with exceptional support throughout 2023 – Alison, Queenie, Julie, Felicity and Rachelle always make time to assist us
- 2023 saw the continued development of the leadership team that was established in 2022 in our School, with Kate Tottle and Michael Caldwell as part-time program co-ordinators in Primary and Secondary schools respectively, and Katharina Stillitano continuing as IB Diploma Program co-ordinator.
- Our School continues to focus on increasing student enrolment in our high school program as a priority. The following highlights some of the key achievements for 2023:
 - In July 2023, our School successfully received authorisation to offer our students the International Baccalaureate Careers Program. By offering both the IB Diploma Program and the IB Careers Program we are broadening the available options for our final year students at The Montessori School. Thank you to Sue Hoolohan, Michael Caldwell, Katharina Stillitano, and the Principal and the collaboration and support of a wide range of staff and Board members in working through the two-year application process and achieving the authorisation. During 2023 the IB Careers Program was co-ordinated by Michael Caldwell.
 - 2023 was also the first year of a successful 5-year registration renewal for the existing IB Diploma Program co-ordinated by Katharina Stillitano.
 - The School continued to focus on increasing community knowledge and awareness of our IB program and to improve digital knowledge and resources with the implementation of the ManageBac program during 2023 which will eventually provide a platform for shared course content, schedules and results between our staff, students and parents.
 - 2023 also saw a return to the biennial Thailand trip for our high school students. Although activities were impacted by some students contracting COVID, the trip demonstrates our School's commitment to re-implementing the pre-COVID practices and routines that help make our School unique and special.

The Montessori School Kingsley Vision, Mission, Values & Priorities

During 2023 the Board continued the development and communication of the Vision, Mission and Values for our School. At the 2023 AGM, we shared the Vision and Mission that was developed by our Board's Heritage Directors, Alex Zavros and Jarrod Burns, in consultation with our Association's key Life Members, past and present staff, parents, and Board directors. Following another round of review with staff, the Vision and Values were rolled out to the School's website and have been shared in various communications as well as provided direction for the development of our School's strategic plan. They are shared here for reference.

The Montessori School Kingsley – Vision, Mission, Values & Priorities

Vision: To lead the way as an exemplar of pure Montessori education whilst inspiring the application of Montessori methods in modern society.

Mission: To provide Montessori education in an environment that inspires curiosity and a love of learning, improving life on our planet by respecting and nurturing the holistic potential of every child.

Values: With the child at the centre of all we do.

- **Peace** – Maintain a calm, harmonious, and courteous environment.
- **Respect** – Demonstrate grace and courtesy to all students, staff, families and the wider community.
- **Community** – Be an engaged School community that is connected by shared values and advocacy of pure Montessori methods.
- **Integrity** – Take an ethical and sincere approach to everything we do.

Strategic Priorities:

- **Education** – Provide Montessori education, nurturing purposeful, self-directed learning, the development of independence and a sense of community, complemented by International Baccalaureate programmes, for students up to 18 years.
- **Prepared Environment** – Create and maintain pure Montessori environments, that are safe and engaging spaces for students to reach their full potential.
- **Staff** – Attract, retain and support passionate, dedicated and skilled professionals with a Montessori heart.
- **Governance** – Set, guide and monitor the strategic priorities of the school to ensure it operates within its legal obligations and regulatory requirements.
- **Finance** – Manage the school's assets and funds, to assure long term financial sustainability and growth.
- **Engagement** – Foster positive connections and collaboration, within the school and the wider community.
- **Natural Environment** – Conserve and manage the school's bushland and surrounds for the benefit of the community.

Strategic Planning

- During 2023, the Board progressed the strategic planning process that was begun in 2022:
 - Strategic planning meeting 17 April 2023 attended by the Principal and Board directors to further define the strategic priorities
 - Building on the wide consultation and development work done in 2022, the 7 strategic priorities identified for our School were further defined and developed. These strategic priorities underpin the new Strategic Plan to be developed for 2024-2029
 - Strategic Planning Day in September 2023 attended by Board members, as well as Katharina Stillitano (IB Diploma Co-ordinator and teacher) and Queenie Massie (Business Manager), with contributions from Kate Tottle (Primary Co-ordinator and Lower Primary Teacher).
 - Focus during 2023 was to bring planning and objectives together, and ways to identify and measure success.

- During 2024, a strategy map and evaluation metrics will be developed, shared and finalised and monitoring of performance will be initiated by the end of the year.

The Montessori School Kingsley Board Sub-Committees

So much of the work of the Board is completed by sub-committee volunteers. Many thanks to our sub-committee convenors and members. All sub-committees are open to welcoming new members. If you would like to contribute to the School by volunteering on a sub-committee please get in touch with the School office, the Principal, or any Board director.

- Finance sub-committee
 - Convened by Ruth Tay (Treasurer) with members Hannah Zhang (past Treasurer), Yulia Wood (past Treasurer), Queenie Massie (Business Manager), Des Reuben (Principal).
 - Throughout 2023 continued to provide strategic oversight of the School budget & financial activities to support communication & recommendations to the School Board and community. Much of 2023 was focused on negotiating financing and grant arrangements for the construction of the Secondary building.
- Bushland sub-committee
 - Convened by Laila Miller with members Peter Cardy, Joyce Chela and Ruth Bradley with Joel Bond supporting grant applications.
 - 2023 highlights include an independent consultant's vegetation condition survey indicating that areas of vegetation condition classed as 'good' and 'very good' have increased by nearly 1200 square meters in the period between 2017 and 2023. Improvement resulted from weed control and regeneration activities that are carried out in the bushland by our students each year (including 2023) with the support of staff and contractors. Our School community as a whole is to be commended for this result.
 - During 2023 successful Grant funding was received through the State Natural Resources Management Program for weed control and from the City of Joondalup Community Funding Program for consulting and materials, and support was provided by the Northern Suburbs Branch of the Wildflower Society of WA.
- Capital Planning sub-committee
 - Convened by Warren Miller with members Mahesh Advani, Des Reuben, Queenie Massie, Olivier Royet, Aleks Henderson.
 - 2023 highlights include obtaining approval of the Developmental Application and completing the tendering process for the new Secondary building which was scheduled to begin in early 2024 with forecast completion in November 2024. Options were assessed and a decision made to install a Demountable Classroom for temporary classroom space during the construction period. A new 35kW solar panel system was installed for the start of 2023 and upgrades to the school security system were assessed for installation in 2024. Various small scale projects to improve existing infrastructure were completed or planned for 2024.
 - The Capital Planning sub-committee continues to evaluate short- medium- and long-term capital needs of the School.

- Engagement – during 2023, the Engagement & Communications sub-committee was replaced by a Community Events Volunteer Group run by parents and reporting to the Principal. The intent of the change was to ensure a focus on community activities and the Board continued to monitor and support community engagement as one of the School’s key strategic pillars. Thank you to the many volunteers in our parent and staff community who contributed to the following 2023 community events:
 - Akwaaba African Drumming Group
 - Harmony Day celebrations
 - Landsdale Farm event
 - Lower Secondary Performance Night
 - Annual Scitech Family Night
 - Art Exhibition
 - Term 4 Parent / Student Picnic
 - Annual Quiz Night
- Risk & Compliance sub-committee
 - Convened by Celine Royet until her resignation from the Board in June 2023, then convened by Jarrod Burns with member Tash Tourabaly (June 2023 onward).
 - 2023 focus items include development of a business continuity framework, incidence/emergency response review, legislative updates in the event of data breaches, and ongoing policies and procedures reviews.
 - The committee will continue to be an intermediary for material risk analysis and reporting on behalf of the Board.

Professional Development - Board

- AISWA Briefing the Board Conference 1 April 2023 – attended by Angela Chew - presentations made available to Board members and select learnings shared at the next Board meeting
- Montessori Schools & Centres Australia (MSCA) Governance Workshops Series held during May and June 2023 (various sessions attended by Board members including Jarrod Burns, Mahesh Advani, Des Reuben, Laila Miller, Amanda Weall and Angela Chew)
- International Montessori Congress in Thailand attended by the Principal in November 2023

Board Director changes since 2023 AGM

- Anmol Singh – joined the Board in June 2023 and has provided significant strategic planning and governance expertise to the Board.
- Mahesh Advani will resign from the Board as of this AGM. Mahesh will be missed for the considerable experience in planning and strategy that he brought to the Board. He has consistently pushed us toward practical and thoughtful decisions and his advice will be missed. Mahesh will continue to serve on the Capital Planning sub-committee. Thank you, Mahesh.

Submitted and presented at 2024 AGM by Angela Chew (Chair)