



Whether you're an experienced Business Manager, someone wanting to network, learn from and share with others or thinking about how to improve school finance and administration, this is the Forum for you.

We will be joined by two highly experienced speakers from Independent Schools Victoria. Peter Roberts, Director, School Services at Independent Schools Victoria and the Company Secretary of the Victorian Independent Schools Block Grant Authority will speak on Risk Management for Business Managers. Nigel Bartlett, Manager, Funding and Accountability will address Financial Issues.

After lunch, we will enjoy a panel of three experienced Montessori Business Managers (John Bourikas, Melbourne Montessori School, Vic; Grant Vayro, Montessori International College, Qld; Queenie Massie, Rockingham Montessori School, WA) who will facilitate and guide discussion on topics of interest.

At the end of the day, you can expect to come away with new ideas, collegial support and resources to assist you with the business management of your school.

**Tuesday, 11 October 2016**

**9:00am - 5:00pm**

**Melbourne Montessori School, Brighton East VIC**

# MONTESSORI BUSINESS MANAGERS FORUM

## SPEAKERS



**NIGEL BARTLETT** has worked at Independent Schools Victoria for 17 years, and is currently in the role of Manager, Funding and Accountability, providing advice, support and representation to Victorian Independent schools regarding school finances and operations, with a particular focus on government funding and accountability. He is the national Independent sector's representative on the Quality Assurance Working Group, a sub-group of the Joint Working Group to Provide Advice on Reform for Students with Disability, and has represented the sector on the Joint Working Group. Nigel has undergraduate qualifications in economics, politics and French, and post-graduate qualifications in accounting and business law.



**KAREN BENNETTS** has been involved in the Australian Montessori community for over 20 years. She was a founding principal of a Montessori school for ten years and taught 6-12 children for eight years. Karen has completed the AMI 3-6 Diploma, the AMI Orientation to Adolescent Studies as well as two Montessori Diplomas covering the early childhood and primary years from MWEI. Karen is currently completing her PhD in Montessori Leadership at Monash University. She has three children who all attended Montessori programs. Karen is developing MAF's new Montessori Independent Schools division, and also coordinates MAF's publications.



**JOHN BOURIKAS** has qualifications in Accounting including a B. Bus (Accounting). He has over 27 years of experience in various Financial and Management roles ranging from Banking (ANZ Bank - Personal Banking, Business Banking and International Banking), Pharmaceuticals, Not-For-Profits, and various small companies. Prior to his joining Melbourne Montessori School, John worked in a large aged-care facility as the Business Manager. John currently oversees all Business Management at Melbourne Montessori School and is mainly based at the Caulfield South campus. He has worked closely with the Principal and Board through a period of school growth, that has included the purchase of a new site at Brighton East, the launch of a major development fund and the establishment of a new Senior School.



**CHRISTINE HARRISON** has been involved in Montessori education since 1985 and was principal of the Canberra Montessori School, one of the largest Montessori schools in Australia, for over ten years. She is the founding Chair of Montessori Australia and was Chair of the Association of Independent Schools in the ACT and on the Board of the Independent Schools Council of Australia. Christine has been involved in policy development, compliance, student care, curriculum development and educational leadership in schools and has a background in mediation, conflict resolution, adult education and a particular interest in governance in community organisations.



**QUEENIE MASSIE** has worked in a school/educational setting in various roles for twenty years. She has a Bachelor of Commerce, from Murdoch University, Perth. Queenie has worked for Fremantle and Murdoch TAFE, Maranatha Christian College (now South Coast Baptist College) and is currently Finance Manager of Rockingham Montessori School. This role involves her in diverse Administrative and Financial Matters including oversight of all current and strategic school finance management; conducting Finance Committee meetings; payroll, BAS and IAS, superannuation and EBA; insurance; Census; grant acquittals; fire safety; IT assessment; staff supervision; and liaison with building suppliers.



**PETER ROBERTS** joined Independent Schools Victoria in 2006 and is currently the Director, School Services, and the Company Secretary of the Victorian Independent Schools Block Grant Authority. Peter provides advice and support focuses on areas of compliance and accountability, capital projects and school operations. Peter has undergraduate qualifications in mathematics and physics and post-graduate qualifications in education. Peter spent 20 years working in schools, most recently as an Assistant Principal at a large metropolitan secondary school. Peter was a member of the Board of St Bernard's College Essendon from 2010 to 2013 and also Chair of the college's Finance Committee.



**GRANT VAYRO** holds a Bachelor of Business with a Major in Accountancy, is a qualified Chartered Accountant, obtained a Graduate Diploma in Applied Finance as well as most recently a Graduate Diploma in Education (also holding Teacher Registration in Queensland). Grant's working experience spans over 25 years including his time in Professional Practise with National Accounting firms, as well as commercial work within the Water infrastructure, Information Management and the Property Management industries. Since 2004, Grant has worked in senior financial roles within independent schools. He has been with Montessori International College in an advisory capacity since 2009 and a full time Business Manager role since 2013.

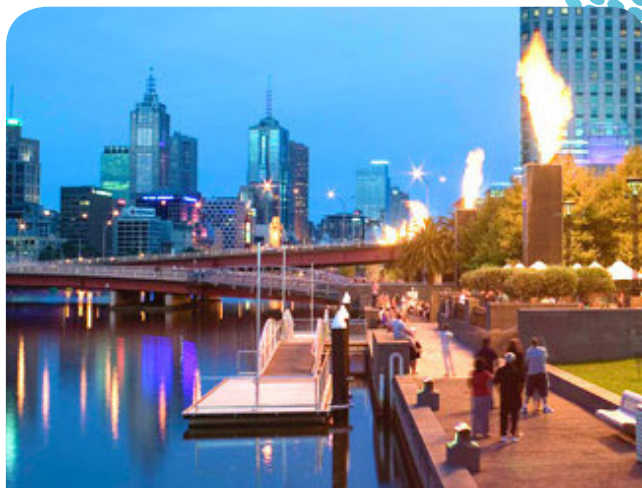


# MONTESSORI BUSINESS MANAGERS FORUM

## VENUE AND REGISTRATION



The Montessori Business Managers Forum will be held at Melbourne Montessori School's campus at 741 Hawthorn Road, Brighton East VIC. The school is 30mins to the south east of the CBD and less than 1hr from the airport. The day begins with a tour and history of Melbourne Montessori School by the Principal, Gay Wales.



Delegates should make their own transport and accommodation bookings. There are a miriad of accommodation options in Melbourne, or, closer to the school, are the Brighton Bay Apartments, Caroline Services Apartments Brighton, the Brighton Savoy and the Quest Brighton.

**REGISTER** online at [montessori.org.au](http://montessori.org.au) or fill in and return the form below

RATES	SUBSCRIBERS*	NON-SUBSCRIBERS
<input type="checkbox"/> Montessori Business Managers Forum	\$180	\$240

\*Discounted rates for Montessori Australia Foundation School/Centre Subscriber staff.

### REGISTRATIONS CLOSE 4 OCTOBER 2016

Name: \_\_\_\_\_

School: \_\_\_\_\_

Position: \_\_\_\_\_

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_

Phone – Home: \_\_\_\_\_

Phone – Mobile: \_\_\_\_\_

Phone – Work: \_\_\_\_\_

Email: \_\_\_\_\_

Please indicate if you have special dietary requirements:

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Or charge my: ☐ Visa Card ☐ Mastercard

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Please see our website for our cancellation and refund policy.

Phone: 02 9986 2282 Fax: 02 9986 2281

Email: [events@montessori.org.au](mailto:events@montessori.org.au)

Register online or send registration form to:

Montessori Australia Foundation, PO Box 82 Five Dock NSW 2046



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