



Kensington Primary School

P & C Association

Minutes of General Meeting held Tuesday 22nd October 7.30p.m., Staff Room.

1. *Attendance:* T. Elson, N. Carey, K. Trent, M. Mairata, M. Noid, M. Short, S. Turner, L. Hill, K. Mahar, S. Szczecinski, N. Gallagher, S. Thompson, B. Macauley, K. Young-Krebs, J Safstrom, M. Bozich, T. Steers, R. Watson.

Apologies: R. Hannay, D. Collins, R. Wells, A. Howie.

2. *Confirmation of Minutes of General Meeting held Tuesday 27th August, 2013.*

Motion: That the Minutes as circulated be accepted as an accurate record of the meeting, with amendment of P&C Wishlist deadline – Week 3, as discussed, not Week 5 as recorded).

Moved: S. Thompson

Seconded: T. Steers

3. *Action from previous meeting:*

Item List	Report from:	Follow-up action taken / needed
Tile mural – final report	S. Thompson, M. Sharpham	*Quote for brass plaque being sourced (stating Artist, Principal, Sponsors) *Local newspaper will be invited to official unveiling *Unveiling will take place at a school assembly *Memorabilia committee will note for archives
Attaining of “charity status” – follow-up on further progress	R. Watson	*Verifying reason for establishing DGR with S. Dewing (past Treasurer) when he returns from business trip *Verifying if KPS P&C has a TFN – M. Short to follow up with G. Rundell (past Treasurer) *ATO was sent appropriate form and corroborating documentation to enable R. Watson to act on behalf of KPS P&C (filling out forms, making changes to Entity etc). ATO is yet to verify if that can now take place – B. Macauley was asked to verify KPS P&C request to ATO as first step. *In short, progress is slow, and may take until next year to resolve.
KPS Canteen proposal – progress report	K. Young-Krebs	*Jimmy at Collins St Deli is happy to provide a lunch order service for KPS in Term 4. *Simple menu, one day a week (Friday suggested, as busiest order day in past). *Pricing not set yet; service for parents not a fundraising venture. *Lunches will be delivered to KPS; a volunteer will be needed to drop orders in to Deli. A fax / email option will be looked into, but may be extra work. *K. Young-Krebs to follow up and establish service.
Kindy smartboards – progress?	B. Macauley	*K staff still keen on \$8000 multi-sensory whiteboard *Royal Perth Golf Club have contacted KPS re possible donation opportunities, and have been asked to consider funding two whiteboards (\$16000). B. Macauley waiting for response from RPGC.
School Photos 2014 – follow-up	M. Sharpham	Held over until next meeting.

P&C Wishlist 2014	R. Watson	<p>*Compilation of Wishlist items – due in by 1.11.13 (end of Week 3)</p> <p>*Community have been notified via newsletter, email, noticeboard, and have started to contribute ideas to Wishlist 2014. A reminder email will be sent out with these minutes.</p> <p>*Staffroom list and P&C list are filling up with a wide variety of ideas for consideration, with very few double-ups so far. A comprehensive combined list will be created when submissions close.</p> <p>*The 2014 Budget is likely to be in the region of \$40000 – exact figure to be verified before Executive meeting.</p> <p>*Probable date for Executive Budget Meeting –Wed, Week 4 or 5. The Executive will determine a mutually convenient time. The completed budget will be presented to the General meeting in Week 6.</p>
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4. *Reports from current office bearers:*

a. Treasurer

*Report for July / August finalised, but in the process of minor auditing with Fundraising and other records to ensure all financial records are tracking clearly prior to the Budget allocations. Report will be reconciled and complete by Executive meeting in Week 4 / 5.

*Report for September / October still operational.

b. Principal

*Report tabled (see Annexure 1)

*KPS is going to host Maggie Dent in 2014, for presentations to staff, students and parents. The P&C will be asked for their support of the event through the 2014 wishlist. There may be a cost to parents for attending the parent session, which may be held off-campus, if numbers dictate.

*NAPLAN: Progress has been good, but gains can still be made. KPS has a more mixed demographic when compared with other “like” schools, which contributes to results. Yr 7 made major gains; Yr 5 was a little disappointing. Current programs in place in the junior years will filter through to NAPLAN results in a positive way. Maths will be an area of special attention in 2014. Parent skills may be utilised: rosters for class help etc.

Questions on Notice	Response from Principal
<p>Is there a KPS plan for provision of future extra classrooms / buildings? Are they likely to be needed soon? Where would they go?</p>	<p>*See Principal’s report for more details.</p> <p>*Ed Dept predicts KPS will be at 500 students in 2015.</p> <p>*A transportable general-purpose classroom will be placed behind Senior block in 2014 to cope with possible overflow classes in the short term.</p> <p>*Long term, architects from Ed Dept have been looking at several inner city schools with a view to expanding buildings; KPS being one of them. This is not at all certain, but could possibly take the shape of removing existing transportables in K / PP area, and creating a double storey permanent building.</p>
<p>How will the Education funding cuts affect KPS in 2014?</p>	<p>*See Principal’s report for full details.</p> <p>*In general, there will be more students and less staff, with the cuts giving rise to a “no-frills” approach – of necessity, not inclination.</p> <p>*There is likely to be less guarantee of 2 teaching staff per class in K & PP in coming years, as full time EA positions may be phased out.</p> <p>*WAMSE & Naplan testing affected – e.g. not including Science & SOSE.</p>

c. Correspondence:

IN

Various emails

ATO forms

Fundraising brochures

Westbooks invoice

Letters re Ed Dept cuts:

Kate Doust MLC

WA Library Assoc

SSTUWA

Ben Wyatt MLA – morning tea invitation

WACSSO: survey re Ed Dept cuts, emails, newsletter

Playmaster playground equipment catalogue

OUT

Various emails

ATO completed forms

d. Committee Reports:

Bookclub & Library

*Final Scholastic catalogues for the year have been sent out. KPS should do well out of 2013 purchases – Bookclub has been very well supported.

*Library:

*a leather couch has been donated for cosy reading opportunities, and is proving popular.

*Second-hand bookstall donated books to the library stock (as well as to PP classes).

Fundraising

*Report tabled (see Annexure 2), outlining Term 3's busy fundraising calendar, which raised about \$12000 for P&C.

*Term 4:

*Car Rally – notes are going home, great prizes, a fun family outing. Cars need to be pre-registered to ascertain numbers.

*Kids Cards – about 70 returns.

*Idea: There are many companies that provide donations to nominated schools if parents choose to use their services / buy their products e.g. Aussie Farmers Direct, Bubbler (a kids-oriented Scoupon), labelling companies, book covers. It was suggested that there be a list made and incorporated on to the KPS website (P&C section) so interested parents can peruse it. A book-covering brochure will hopefully go out with the KPS booklist, to give parents the opportunity to see this product.

Grounds and Facilities

No report.

Memorabilia

Nothing to report.

Music

No report.

Uniforms

*120 summer uniform orders packaged and gone home; still waiting on 6 kindy orders – jackets.

*Suppliers have sent 3 different pairs of green tights for possible adoption as part of uniform. Parents of girls present at meeting were invited to give opinions on best choice. The possibility of having a green footless tight instead was raised for Uniform Committee consideration.

e. School Council Rep
Nothing to report.

f. President

*President and Principal attending Ben Wyatt's morning tea at Parliament House next week.

5. General Business:

Item	Raised by:	Information presented	Action taken by meeting
Request for funding for storage etc for the Science Storeroom.	T. Steers	<p>The KPS Science storeroom needs a major overhaul, and parent volunteer time and P&C money are requested to facilitate this.</p> <p>Proposal and situation report tabled (see Annexure 3).</p> <p>Additional information:</p> <p>*KPS curriculum focus for next years: 2014 Maths 2015: Science Any help with ease of access and management could only benefit such programs, sooner rather than later.</p> <p>*The P&C survey supported a literacy / numeracy / science focus for future funding at KPS.</p>	<p>Proposal outlined, and lengthy discussion ensued.</p> <p><i>Support:</i></p> <p>*The meeting could see the usefulness of the project, and was in favour of any efforts to increase take-up of Science activities in classroom by funding a stock audit to take place asap.</p> <p>*Whole-school benefit (not restricted to a particular class or teacher) seen to be a major reason to consider immediate funding.</p> <p>*Spending money now may save money in the long run, and streamline further Science funding requests due to knowledge of current resources.</p> <p>*Proposal supported by admin and staff.</p> <p><i>Concerns:</i></p> <p>*It is unusual for KPS P&C to fund such a large \$ project mid-year. KPS P&C protocol currently states that funding of any amount for any project is usually set at the Budget meeting the previous year. Precedents for extra-ordinary spending have been set, however, by the re-allocation of previously secured funds to the Tile Mural this year, and unsecured funds to the Choir Stalls in 2012.</p> <p>*Are the P&C coming close to the line where it could be seen to be dictating school curriculum?</p> <p><i>Provisos:</i></p> <p>*The P&C hopes that the re-organisation of Science storage and equipment, and the possibility of sample "activity kits" would lead to more consistent use of current resources by all staff.</p> <p>*That staff have access to PD to aid them in their use of resources now and in future</p> <p>*The P&C recognises this is a special case project, and not a precedent for the automatic granting of any other future immediate funding requests.</p> <p><i>Outcome:</i></p> <p>Motion: That the P&C fund the purchase of storage and organising equipment for the Science storeroom to a maximum value of \$1000</p> <p>Moved: K. Young-Krebs</p> <p>Seconded: C. Prue</p> <p>Carried by meeting</p>

Special Order Lunch Proposal / ongoing Fundraiser for 2014.	M. Short	<i>Proposal:</i> Order day: Friday Order deadline: preceding Monday p.m., correct change, no late orders accepted. Organised by: ?? Food type: Subway, sushi, pizza etc – roster system for selection & organisation	<i>Questions:</i> *Would someone take on the job, and stick with it for the year? *Would there be enough consistent assistance? <i>Outcome:</i> *Idea to be followed up in 2014 by M. Short, perhaps looking at a day other than Friday.
Balloon Fundraiser 2013	M. Short	<i>Idea:</i> A helium balloon release – “message-in-a-bottle” balloons with school contact details released & finders asked to contact school stating where they were found. Students track the sightings.	<i>Outcome:</i> Possibility to be followed up by Fundraising in 2014.
P&C Discos 2013?	R. Watson	T. Dight (previous DJ who provided all equipment & expertise) has left KPS. What are the thoughts for 2013?	N. Carey to take charge of organising Disco. B. Macauley to verify possible appropriate dates.

6. *Other Business:*

Item	Action taken
Remembrance Day (Nov 11 th): KPS Choir will be performing at Sth Perth Civic Centre commemorations, followed by morning tea.	Community will be notified through newsletter, website.

7. Meeting Close: 9.25p.m.

Next General meeting: 19th November, 2013.

Principal's Report to the P&C
22 October 2013

Enrolment Numbers

Year Group	Aug	Oct	+ or -
Kindergarten	69	68	-1
Pre-primary	70	69	-1
Year 1	83	85	+2
Year 2	56	57	+1
Year 3	51	52	+1
Year 4	45	46	+1
Year 5	28	30	+2
Year 6	35	35	
Year 7	18	18	
Total	455	460	+5

School Reform and Budget Cuts

The impact as far as I can tell at this stage for Kensington Primary School will be in the order of:

- Between 1 and 2 teachers less based on the 2013 staffing formula.
 - EAL/D will lose approximately 0.2 FTE (built into above figure)
 - Children with disabilities will attract less teacher FTE (built into above figure).
 - Level 3 classroom teacher (Ms Lisa) will lose 0.5 FTE (built into above figure).
 - Education assistant time reduced by around 2 FTE.
 - Education assistants who manage children with medical needs such as anaphylaxis will lose their positions = 1.4 FTE (built into EA figure).
 - Pre-primary education assistant time reduced 0.6 FTE (built in EA figure).
 - All contingency money will attract a debit of 1.5% in line with all govt departments ~ \$5,700.
 - Performance Management funding stopped ~ unsure of this amount as it is built into site characteristics.
 - LSL liability ~ \$18,000
 - 33% less in SPRAA funding ~ \$7,000
 - Decrease in front office time ~ 0.2 FTE
 - Massed choir funding has been stopped. See Mrs Dewing about this.
- **IPS**
 - Tomorrow Della Nuthall, Geoff Smith and I will be attending an all day meeting regarding schools coming onto the Independent Public School program for 2015.
 - I will report back to the P&C at our next meeting anything of interest from this meeting.
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 - **New School Transportable**
 - During the holidays I met with the Building Management Authority and discussed the placement of a new transportable general purpose classroom being placed alongside the Art Room adjacent to the senior block in readiness for next year and beyond ~ hopefully ensuring we have room to grow without compromising our music and art rooms.
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School Surveys

Yesterday every family received a school survey and envelope to complete. The envelope is to ensure confidentiality and staff have been asked to collect surveys in their envelopes and pass them on to me. Staff and Year 7 students will also be surveyed.

Results will be discussed with both the School Council and the P&C. Summaries will also be published in the newsletter and Annual School Report.

Web Page

As most of you would be aware the school's new web page came on line late last term. Our new format newsletter had its first run last Wednesday.

Feedback has been extremely positive.

Don't forget to sign up for automatic postings.

Thank you to Tracy McLean-Smith for the work put into setting up the page and teaching our office staff how to keep it up-to-date. Tracy spent a whole day last week working with Loretta on the newsletter.

Inter-School Athletics

This carnival went ahead last Thursday with all be one of the original schools represented.

Bentley Primary School had swimming lessons and they were unable to change this to attend the carnival.

Kensington Primary School came in second and won the Achievement (handicap) Trophy. We were just 50 points behind EVPPS an improvement of 50 points from 2012.

The children were all extremely well behaved on the day and considering we had the younger children there all day this is a great credit to them.

Science Store

At present our Science Madness ladies are looking at the school's science resources and planning to organise the store so as to make it easier for our teachers to teach science. Thanks to Sarah and Tanya for your assistance in this project.

NAPLAN

Lisa, Terence and I attended a NAPLAN professional learning session today where we had a chance to disaggregate the data for our school. Teachers will be given the chance to look closely at the whole school, cohort and individual data to plan accordingly.

Tomorrow's Assembly

As I will be out of the school the deputies will run the assembly.

Behaviour Management Committee

Teaching staff worked on this document at our professional development day on the 14 Oct.

They have tried to ensure our plan lines up with the school's Belief and Values statements. As these documents are published on the web we want to ensure we have consistency between how we treat children and the way we see ourselves in the community.

Hi Vis Vests

Thanks to Michael Rosich we now have all staff wearing orange Hi Vis Vests whilst on duty. This is a safety measure and helps students and staff locate the duty teacher easily.

The Vista Street Kindy kids have their own yellow vests and now wear them when walking to the school.

1. P&C FUNDRAISING COMMITTEE REPORT

TO: KENSINGTON PRIMARY SCHOOL P&C ASSOCIATION
FROM: MELISSA MAIRATA
SUBJECT: COMMITTEE REPORT
DATE: 22ND OCTOBER 2013
ATTACHMENTS: NIL

1. Family Car Rally/Treasure Hunt

This fundraiser is being run by a group of Year 3 parents and is our main fundraiser for Term 4. It is a great family activity so we are encouraging everyone to get involved in the final fundraiser for the year.

A family car rally/treasure hunt will be held on Sunday 10th November. The cost is \$25 per car with great prizes on offer.

The rally will start from school at 9.30am and culminate in a BYO picnic lunch at McDougall Park at the end of the rally. All cars will be given instructions and clues on the day.

This is a family friendly event and we encourage everyone to invite extended family and friends to come along and enjoy the day.

Posters advertising the rally are on display at the school and notes will go home to all families with further details. Families can enter by completing the entry form and placing it in the P&C box in the library. All cars need to register prior to the day so please spread the word.

I have checked with our insurer to ensure that this event is covered in terms of liability insurance and received advice in writing that there are no issues with us running this as a P&C event.

2. Kids Cards Design

Rooms 3 &4 (Year 1) are running this fundraiser this year. Order forms and art paper went home with all children in the final week of Term 3 (except for some classes where teachers have decided to do this activity in class) for greeting cards, weekly planners, diaries, calendars and address/Birthday books. Order forms and artwork need to be returned by Monday 21st October.

Queries relating to this fundraiser can be directed to Dale Collins on 0417 050 649.

3. Last Term's Fundraising Efforts

Last term was a very busy one for the fundraising committee with over \$12,000 raised for the school. I am still waiting on the actual figures and will report these as soon as the treasurer has paid all expenses submitted and finalized the totals for each fundraiser.

(i) Scitech Family Night

Thank you to the parents from Year 4 who organised a great family night at Scitech. Many people worked hard to make the night an enjoyable evening for the school community and it was well supported by families. The Scitech evening raised over \$3000.

(ii) Read-a-thon

Over 80 children participated in the read-a-thon and some positive feedback was received from parents and children in relation to this being an alternative to a lap-a-thon. All prizes and certificates have now been presented.

The read-a-thon was well supported by the junior and middle years but very few children in the senior years participated (only one or two in each senior class). If the Committee wishes to continue with an event such as this, I would recommend alternating a sport based event (i.e. lap-a-thon) with a read-a-thon in alternate years to cater for the interests of a diverse range of children at the school.

Thank you to Casey Prue and Susan Henwood for assisting with the certificates. The read-a-thon raised over \$2,200.

(iii) Second Hand Book Sale

We are still waiting on a final tally from the book stalls but we believe we will raise around \$2000 from this fundraiser. A second book stall was held following the election day stall specifically for the children at the school. This was not only a great fundraiser but also enjoyed by the children.

A large number of books were also donated to the school library and the pre-primary classes with Lisa Williamson and the teachers selecting appropriate books.

A big thank you to Deb Kelly and Casey Prue for helping to make this a success. Thank you also to Julie Barrett for assisting with the book stall for the children.

(iv) Faction Athletics Carnival Cake Stall, Sausage Sizzle & School Lunch Orders

Thank you to all of the pre-primary and Year One parents who worked so hard on the day and leading up to the day. Special thanks to Andrea Howie, Claire McFerran, Alison Spicer and Tanya Steers for helping to coordinate these events and to all of the families who baked cakes, cooked sausages and packed lunches. Your efforts were sincerely appreciated. We raised in excess of \$2600.

(v) Election Day Sausage Sizzle

The sausage sizzle held at the school on the day of the Federal Election was also a successful fundraiser with over \$1500 raised. Thank you to Belinda Bergersen and the parents who assisted with the sausage sizzle.

(vi) Entertainment Books

Thank you to Nicola Williams for once again coordinating the sale of the Entertainment Books this year. We sold 71 books which raised over \$900 for the school.

Nicola has been running this for a number of years and we would like to find someone who can work with her next year to run this fundraiser with the view of taking it over the following year.

-ENDS-

Science Store Room & Science at Kensington

Given the recent survey by the P&C indicated that parents would like to see a funding emphasis on science teaching at Kensington, we feel it is vitally important the teaching staff are supported in having a well organised and stocked science store.

Current deficits:

- Limited organisation of equipment. There are multiple items of the same stock found in numerous boxes throughout the store.
- No coherent categorising of science equipment. There does not seem to be a clear grouping of equipment utilised for science areas.
- Confusion in the purpose of the science store. Art stock and resources are also kept there, as well as a range of styrofoam packing boxes, foam, rolls, etc...
- No ability to log in or out science equipment for staff to keep track of.
- No asset or stock register.
- No ability to track and replace broken or consumable items.
- Limited linking of science equipment and packs to experiment plans or curriculum areas.
- Can significantly improve on the resources available to teachers for their science lessons.

Aim :

To make science more accessible for staff to deliver to students.

The goal is to create a science store that is accessible and usable for staff. For staff to be able to resource their science lessons in an efficient and timely manner.

To put in place processes to replace consumable and broken items in a timely manner.

Proposal:

Phase 1: - Listed below

Sorting and cataloguing the Store room – located in the senior school block

Creating an asset list & Sign in /out book for equipment

Grouping and storing into appropriate science areas

Phase 2: - proposal to come once Phase 1 complete – approx. \$5000-\$10,000 project

Stocking the Science Store – with class kits – appropriate to the curriculum

Re-stocking equipment to make up enough to use for one class of 35

Regular maintenance and stocking of the room

Materials: (\$1000 approx)

Storage Boxes – sturdy – clear

Labels – for shelves and boxes

Laminate sheets – listing what is in each box, so that it can be returned

Boards – for storing electrical components

Signage – created from Laminate sheets

Sign in/out book – ruled and simple to follow

Excel spreadsheet – for the asset list

Method:

1. Book Art room for a Day week 4 (Wednesday preferable)
2. Request all Science Equipment returned to Storeroom for logging
3. Request organised people to help with sorting via newsletter and email
4. Remove all equipment from the room and sort – package and relabel into boxes
5. Produce an asset list for dissemination to all Staff via Bruce
6. Produce Proposal for Phase 2

Results:

Staff use the cleaned and labelled store room.

Conclusion:

Students benefit from Science equipment use before the end of the year, and look forward to more for next year.

Appendix:

Photos of the current Science store room.



Part of an electric circuit box. There are many different items in the box that are not related to a specific kit. These items are hard to see from the outside of the box and not clearly labelled.

Teachers would spend time sorting through this box to identify the items they would need for their science lesson, creating an inefficient use of their time.



Foam stored on all the top shelves.



Disorganised storage of materials. Unknown if materials are usable.



Disorganised storage of materials. Visually chaotic, not clearly labelled. No direction as to where science areas / themes could be found.



Further photos that demonstrate the lack of organisation, labelling, and storage.