



Kensington Primary School

P & C Association

Minutes of General Meeting held Tuesday 27th August, 7.30p.m., Senior Block.

1. *Welcome:* P&C members had the opportunity to view the vibrant art works on display as part of the 2013 Exhibition. The Art Prize winner for 2013 has been chosen, and will be announced at assembly later in the term.

Attendance: R. Watson, N. Gallagher, C. Parker, S. Turner, S. Thompson, J. Safstrom, A. Arnold, M. Bozich, T. Steers, D. Collins, L. Ryan, M. Sharpham, M. Noid, T. Elson, T. Pestana, K. Young-Krebs.

Apologies: B. Macauley, C. Prue, M. Short, M. Mairata, S. Szczecinski, K. Trent, R. Hannay, A. Lissienko.

2. *Confirmation of Minutes of General Meeting held Tuesday 30th July, 2013.*

Motion: That the Minutes as circulated be accepted as an accurate record of the meeting.

Moved: D. Collins

Seconded: S. Thompson

3. *Special Guest* – Cr Fiona Reid, Moresby Ward Councillor & Rotary Club member
(postponed due to clash with COSP Council meeting)

4. *Action from previous meeting:*

Item List	Report from:	Follow-up action taken / needed
Tile mural - progress	S. Thompson, M. Sharpham	<p>*All 491 picture tiles fired; 5 “filler” plain colour tiles will be necessary (to even out rows of 16).</p> <p>*Tiles will be mounted on 2 big panels; decision about size (even vs big+little) pending.</p> <p>*Tiles will be mounted in 2 – 4 weeks. If the wall-mounted handrail needs moving to accommodate panels, this will be done.</p> <p>*Approx \$1100 spent so far – labour of creating, organising and mounting tiles has all been donated. There will be costs associated with materials, and the purchase of a descriptive plaque (names of artist, principal, tiler, date)</p> <p><i>Action:</i> Plan a Grand Unveiling for when work is complete!</p>
Writer-in-Residence 2013 –feedback.	B. Macauley	<p>*See Principal’s report for feedback details; generally positive, but mixed reviews especially amongst junior years.</p> <p><i>For consideration:</i></p> <p>*Do we continue to support this project (P&C budgets \$4000 for an artist / writer each year)?</p> <p>*How should classes be prepared for event? (Reading author’s books, exposure to “live” presentations, etc)</p> <p>*How are authors chosen? Use contacts that parents have.</p>

Presentation – WACSSO Conference 2013	N. Gallagher	<p>*The conference was an exciting 2-day event.</p> <p>*Very rewarding as a parent (ideas, guest speakers); not so much for “P&C” procedural content.</p> <p>*Content included trade display stalls and presentations from Karl O’Callaghan, Sharon O’Neill, parenting specialists. The importance of education, and the role of the interested parent, community and family in the education process was stressed. Transfer of specialist knowledge through parents assisting throughout school projects was presented as an asset.</p> <p><i>Recommendation:</i> That KPS P&C send delegates to the 2014 conference (first delegate free, second & subsequent delegates should be budgeted for - \$110 / delegate).</p>
Attaining of “charity status” – follow-up on progress	N. Gallagher + R. Watson	<p>*No mention of “Not-for-profit” status at WACSSO Conference</p> <p>*Spoken to ATO, ACNC, WACSSO. Advised that we may have to cancel our ABN and re-apply, as this is the easiest way to change out Entity status with ATO. Apparently we also should cancel our Building Fund capabilities, as these are monitored as taxable income, and not normally run by P&Cs. WACSSO advises that other P&Cs have changed their Entity state with ATO without changing ABN; have sample letter from another P&C who went about this process.</p> <p>*Applied to ATO on 19.8.13 to add R. Watson to list of people able to sign documents, make alterations & receive reports from ATO. – awaiting confirmation of this.</p> <p>*Advisable to pursue change of status, as grants will in future be linked to charity status.</p> <p>*Searched through past minutes (2006) to find any references to why P&C established a Building Fund and linked bank account (“extra” cheque account – balance currently \$0, and never been more than \$30). Possibly linked to 2006 Fete (monies from that subsequently funded Spida play equipment, not buildings). This will be investigated further.</p> <p><i>Action:</i> That ramifications of cancelling DGR / Building Fund be discussed at Executive level, and a decision made, once paper-work with ATO has been accepted.</p>
KPS Canteen proposal – progress report	K. Young-Krebs	<p>*See President’s report for details.</p>
Kindy smartboards – progress?	T. Pestana	<p>*Option still being considered (price is an issue).</p> <p>*T. Pestana- overhaul of ICT at KPS. ICT Committee have met, and are looking at the KPS ICT focus going forward. Any purchases will be left until committee has reached conclusions.</p> <p>*ICT committee – the KPS ICT technician is a member, as are staff reps. Parents in the industry can also have input to advance any projects.</p>

<p>2013 P&C Goals : - Discussion of survey results</p>		<p>*This quick, general survey was a good” test-the-water” tool, and gave people the opportunity to express an opinion in as much detail as they desired. Thanks go to all involved in collating the results.</p> <p><i>Results:</i> *Specific priorities: While literacy, numeracy & the arts remain strong priorities, science was the stand-out priority. *General priorities: classroom resources and technology were the stand-outs.</p> <p><i>Outcomes:</i> *KPS staff & P&C have some information to work with. *P&C can use this information when considering 2014 budget allocations, and community can submit ideas for projects in key areas. *Any projects considered must have ongoing staff support for them to be successful.</p> <p>*The last comprehensive P&C survey was conducted in 2010, and included a “Parent skills” section. Is this something that should be done again? There are on-line tools available (\$200 licence fee).</p> <p><i>Recommendations:</i> *Take “Parent Skills Register” idea to School Council. *Consider further in-depth survey(s) in 2014.</p>
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5. *Reports from current office bearers:*

a. Treasurer

*Finalised report for May / June 2013 was tabled (see Annexure 1). July / August report still to be finalised (Scitech final figures not yet complete).

b. Principal

*Report tabled (see Annexure 2).

Questions on Notice	Response from Principal
No questions submitted.	

c. Correspondence

In:

Various emails
ATO registration forms
PEACH Lifestyle seminar info – Oct 9th
Scitech invoice
WACSSO – election paper documents

Out:

Various emails
ATO registration forms

d. Committee Reports:

i. *Bookclub & Library*

Library – Librarian is on leave, therefore nothing new to report at present.

Bookclub – next Scholastic catalogue is due out this week.

- Read-a-thon prizes sourced out of Scholastic rewards program

ii. Fundraising

Report tabled (see Annexure 3).

*Apologies to Rm 2, who seem to have missed the Read-a-thon documentation.

*Feedback from meeting on PP parents running the Aths sausage sizzle:

Historically, the sausage sizzle fell to PP parents as a way to involve them in school life: at that point, PP kids weren't involved in the carnival, leaving parent's attention undivided! It is a big undertaking, requiring lots of people, and is awkward from a procedural perspective when the PP cohort is mainly new to school, with younger siblings to look after (75% this year).

*Fruit for Carnival or other occasions – Ag Dept has supplied boxes of apples to schools in the past (T. Pestana); Gary at Mill Pt Fresh is always keen to support KPS in any way also.

iii. Grounds and Facilities

*Thank-you to the 30+ families who supported the Busy Bees – a wonderful turn-out.

*Running Friday and Sunday timeslots was a great idea – most successful!

*Still-to-do list:

Paint benches and apply anti-graffiti paint to amphitheatre

Dragon – contractor who dug up concrete was going to repaint dragon between PP1 and main building – B. Macauley following up details. KPS P&C has paint, photos & templates!

Junior playground shade sail – poles are bending. P&C funded its installation – who and when?!

More general maintenance – mulching, tidying play areas etc.

iv. Memorabilia

No report.

v. Music

No report.

vi. Uniforms

Nothing to report.

e. School Council Rep

*Website: still coming. B. Macauley looking into privacy of information issues & Ed Dept policy.

*Parking: still being explored.

*Green tights – will be part of the official school uniform.

*Hat policy – reworded to be more flexible in Terms 2 & 3, and in athletic pursuits.

f. President

*Report tabled (see Annexure 4)

*Canteen: K. Young-Krebs will also contact Kent St SHS, Como SHS, Bentley TAFE to see how they provide lunches to students, and if they cater to outside schools.

If anyone else is interested in being part of canteen discussions, please contact K. Young-Krebs.

*OSHC: If a demountable was sourced for on-site OSHC, the most logical placement would be near back fence behind Senior block. Any decisions would be made on what is best for KPS and its students.

*Demountable buildings: if OSHC + Canteen + extra classrooms are required in future, this would cut into open area / play spaces.

6. *General Business:*

Item	Raised by:	Information presented	Action taken by meeting
P&C Wishlist 2014.	R. Watson	Wishlist compilation will take place in Term 4 (weeks 1-5). Members of the community (staff, parents, students) can make suggestions for budget items for 2014. Items to be submitted (via email, P&C Box, or list in Staffroom) by the end of Week 5, Term 4)	<i>Action:</i> Before Term 3 holidays: advertise Wishlist submissions timeline via newsletter, P&C email, staffroom list. *Those submitting items for inclusion are encouraged to state a reason for possible consideration.
School Photos – cost?	M. Sharpham	*Packages offered in 2013 are expensive, especially when purchasing multiple packs. *There is no option for individual photo purchase only (class photo compulsory). Could there be more options to choose from? *There are many companies offering school photo packages with varying options. *At the moment, KPS is responsible for choosing photo company, although P&C has chosen once in the past. Current company has had the contract for 2-3 years.	<i>Action:</i> Is there a better school photo option for parents / school? M. Sharpham to follow up with KPS.

7. *Other Business:*

Item	Action taken
School “special interest” clubs e.g. Maths, Art. Is this an area that parents may be able to offer time and expertise?	*Often, students have a particular passion or aptitude which could be catered for. *Clubs are more often run in the Senior school – perhaps there is an opportunity for more junior-level input? *There may be possibilities for interested and committed staff / parents to run clubs before / after school or during lunch break. In the past, there have been lunch-time games clubs run by parent volunteers, for instance. Presently, Running club operates before school, two mornings a week, run by a staff member, and supported by parents.
KPS School Bags	*How do parents access purchasing the KPS bags? *Could there be information sent out with Uniform Shop order forms, but with a separate ordering structure? *In the past, the school has done a bulk order – could there be scope to do this again?

8. *Meeting Close:* 8.53p.m.

Next meeting: 22nd October, 2013.

ANNEXURE 1 – TREASURER’S REPORT

Kensington Primary School

Parents and Citizens Association

Treasurer's Report

For the Months of May and June 2013

	Last Period	This Period	Year to Date
OPENING BALANCE	39,816.51	70,914.98	64,886.60
ADD: CASH RECEIPTS			
Bank Interest	99.62	199.15	551.79
P&C Memberships	-	-	24.00
P&C Levy	3.00	-	3.00
Uniform Sales	1,992.07	3,165.60	9,236.29
Uniform Orders	10,080.52	-	10,080.52
Music Uniforms	-	-	-
Book Club	-	-	-
Sundry	2,819.87	77.00	2,896.87
School Banking	-	-	123.70
Whiteboard	-	-	-
Reimbursement			
Netball	4,300.00	512.40	5,460.40
Fundraising		-	
Movie Night	-	3,845.55	3,845.55
Aussie Farmers	-	-	-
Entertainment Books	-	260.00	260.00
Easter Raffle	2,125.55	-	2,125.55
Election	3,261.90	-	3,261.90
Mothers Day	-	-	-
Scitech	-	-	-
Fun Run	-	-	-
Quiz Night	13,426.85	2,236.43	15,663.28
Kids Cards	-	-	-
	38,109.38	10,296.13	53,532.85
LESS: CASH EXPENDITURE			
Bank Fees	111.75	226.69	449.19
Quiz Night	1,600.00	566.55	2,166.55
Fete	-	-	-
Uniform Shop	2,746.15	12,172.51	16,001.82
Movie Night	-	2,237.36	2,237.36
Easter	829.56	-	829.56
Bookclub	-	-	533.85
Election	918.45	-	1,146.68
Scitech	-	-	200.00
Fun Run	-	-	-
Entertainment Books	-	-	-
Netball Outgoings	-	4,700.00	4,700.00
Undercover Area &	-	-	27,837.51
Music Equip			
WACSSO	-	-	-
CentreWest Insurance	-	-	-
Sundry	805.00	3,786.82	4,795.75
	7,010.91	23,689.93	60,898.27
CLOSING BALANCE	70,914.98	57,521.18	57,521.18

Outstanding Expenditure for 2013

As at 30 June 2013

Approximate only

Allocated Funds - carried forward to 2013

Music Uniforms	\$500.00
Funds Held for Netball	\$1,046.32
Memorabilia portfolios	\$500.00
	\$2,046.32

P&C commitment 2013

Writer-In – Residence	\$4,000
Mathletics	\$2,000.00
PE Ribbons & Medals	\$500.00
Reading Materials	\$5,000.00
Smartboard for Kindy	\$4,000.00
Year 1 Resources	\$1,000.00
Non-Fiction library books	\$1,000.00
Scanner	\$980.00
Circus Skills program	\$1,800.00
Tiling	\$3,500.00
	\$23,780.00

Total of allocated funds **\$25,826.32**

Available Funds at end of 30 June 2013

Funds in Maxi Direct Account	\$53,016.35
Funds in Cheque Account (54-0544)	\$4,354.63
Funds in Cheque Account (21-2258)	\$0.00
Uniform Shop float	\$150.00
Cash on Hand	\$57,520.98
Minus Allocated Funds	\$25,826.32

Funds Available \$31,694.66

Funds Paid to KPS but not yet spent from 2012

Vista St Grounds	\$900.00
PP2 Verandah enclosure	\$4,000.00
-	\$4,900.00

Fundraising Report for 2013
As at 30 June 2013

Fundraising Progress to Date

Fundraiser	Income	Expenditure	Profit
Movie Night	3,845.55	2,237.36	\$1,608.19
Aussie Farmers	-	-	\$0.00
Entertainment Books	260.00	-	\$260.00
Easter Raffle	2,125.55	829.56	\$1,295.99
Election	3,261.90	1,146.68	\$2,115.22
Mothers Day	-	-	\$0.00
Scitech	-	200.00	-\$200.00
Fun Run	-	-	\$0.00
Quiz Night	15,663.28	2,166.55	\$13,496.73
Kids Cards	-	-	\$0.00
TOTALS	\$25,156.28	\$6,580.15	\$18,576.13

P&C LEVY - CURRENT STATUS approximate only

	Number of Families	%	\$
Received to date	0	0%	3.00
Outstanding	0	100%	3.00-
Total	321	100%	-

ANNEXURE 2 – PRINCIPAL’S REPORT

Principal's Report to the P&C 27 August 2013

Enrolment Numbers

Year Group	July	August	+ or -
Kindergarten	71	69	-2
Pre-primary	70	70	
Year 1	86	83	-3
Year 2	54	56	+2
Year 3	50	51	+1
Year 4	44	45	+1
Year 5	28	28	
Year 6	33	35	+2
Year 7	18	18	
Total	454	455	+1

School Reform and Budget Cuts

I have attended a meeting on Friday and another today being informed by our Departmental leaders about the direction education is taking in the next few years. Unfortunately I haven't had time to put a presentation together in time for this evening. I will do this with the School Council next week and then offer a session for interested parents soon after (during the day or evening).

Suffice to say that school funding is being trimmed in a number of areas and that we will need to plan differently into the future. Added to this is a new student centred funding model which is an exciting development for 2015 albeit with less funding given present indications. I will explain more thoroughly in the next week or so.

Author in Residence

Elaine Forrestal - attended the school during week 3 and worked with each of our classes Pre-primary to Year 7. I asked for feedback from the staff on the residency and it has come back very positive. Some classes noted that the presentation was a little over the heads of the children and that it may have been too long. This was generally from our younger classes.

Teacher Feedback on Elaine Forrestal Author in Residence 5 Aug - 9 Aug

I thought the session went well, although maybe a little bit long as she did have the kids sitting on the carpet in the library for about an hour listening to her talk. She did do a fantastic activity with the children where she had them act out the story from one of her picture books using props that she had brought in. She got one child to narrate the whole book and the rest of the children joined in the repetitive parts of the story, which they seemed to really enjoy. Then she did the exact same activity using another book as we still had a lot of time to spare (we started to lose some of the children's attention at this point). Then we had about 15

minutes of Q&A as there was still plenty of time left, although the children did come up with lots of interesting questions which she explained and answered really well.

Hope that this information is somewhat helpful!

Year 1

Elaine Forrestal had a good rapport with the students and personalised her experiences so chn related well to her. She kept students enthusiastic and curious and maintained control of a lively audience. It was a very worthwhile experience for the chn. Please forward my thanks to the P&C.

Year 4

We had Elaine Forrestal for one session. She set out to show the children how to write a good story based on their own experiences or those of a friend. She captured their interest with a photo on the digital projector of a child, a man and a bike. She happened to be the child in the picture - on her third birthday with a bike that her father had made for her. She then told a little story about an accident with the bike. After that the children had to get into pairs and tell something from their life which could become a story. They were then given a choice to write a story from their life, their partner's life or Elaine's story. She emphasised that this was a draft and that the next step would be to add details and descriptions to enhance their work. (We didn't get to that stage - wasn't sure if there was going to be a follow up session).

I thought her presentation was very good. Considering it was an afternoon session, she was able to keep up their interest and encourage those children who were reluctant to write. She was firm and didn't take any nonsense. Elaine ended her session by reading from some of her books.

Year 2/3

*I did not go to the Elaine Forrestal presentation with PP1 as it was on a Friday (Dott for me) I have, however, chatted to Vicki Van Dongen about it and her feed back was:
The level was a little above Pre Primary
The PP would, probably, get more out of a visit from a younger, more animated, "out there" author.*

PP

My kids really enjoyed it. Well worth doing.

Year 2

The students in PP2 and Miss May's class really enjoyed listening to Elaine's stories and participating in the dramatisation of the stories. Miss May's class wanted to hear more stories and were eager to ask questions. I thought she was very organised and captivated the children's attention, she asked questions to get the student's to predict the story at the beginning by using the pictures. It was very age appropriate.

Thanks for the opportunity to hear her.

Busy Bees

Thank you to our grounds committee, P&C, parents and children for the great work in the garden on the 16th and 18th August. It was fantastic to walk into the school on Monday morning and see the difference that these work parties made to the school grounds.

Massed Choir

As you would be aware the Kensington School Choir has joined with another 8 schools to form a massed choir of 250 children to perform at the University of WA's Winthrop Hall tonight. Our rehearsal yesterday was a gruelling affair for the children but they sang and behaved magnificently.

Tree Planting

A very nice photo and article appeared in the local newspaper in regards to our tree planting afternoon held on the 2nd August. The grounds got a great boost with this effort with new plants planted out and a considerable amount of weeding done as well.

Art Exhibition

The art exhibition was held last week and attracted a very good number of parents to view the works. I hope you are enjoying the work as much as the children did in presenting it for public display. Thanks Senior Block for setting this up.

GATE and Specialist Programs

Whilst you are in senior block please have a look at the students who have successfully applied for and won positions in GATE and Specialist Secondary Programs. I am extremely proud of these students and their teachers in getting them to a standard that sets them apart from the majority of upper primary school students across the state.

Behaviour Management Committee

This committee has met and a draft policy is being looked at by staff at the moment. Hopefully we will be able to send home to all families a pamphlet that explains the school's philosophy and processes in regards to behaviour and bullying.

ANNEXURE 3 – FUNDRAISING REPORT

P&C FUNDRAISING COMMITTEE REPORT

TO: KENSINGTON PRIMARY SCHOOL P&C ASSOCIATION
FROM: MELISSA MAIRATA
SUBJECT: COMMITTEE REPORT
DATE: 27TH AUGUST 2013
ATTACHMENTS: NIL

1. Scitech Family Night

We are still waiting for the final breakdown of expenses and profit from the Scitech Family Night. 350 tickets were sold so we are expecting a profit of over \$3000 from the event.

The organising committee arranged a debrief meeting last week and a written report has been prepared that will be passed on to next year's organisers.

2. Read-a-thon

The read-a-thon finished on Friday 25th August.

Families will now be reminded about collecting money and submitting pledges and forms to the P&C Box by Friday 29th August.

Thank you to those people who have volunteered to write out certificates. We are hoping to present gift vouchers from Westbooks, book prizes from Scholastic Book Club and certificates during the week of September 9th.

3. Second Hand Book Stall

Casey Prue (Year 7) has been organising the roster for the second hand book stall which will be held on Saturday 7th September at the State Election.

Deb Kelley (Year 3) has been kindly collecting, storing and categorising the books at her home. We will require a few volunteers on the afternoon of Thursday 5th September with cars to cart books from Deb's house in Hensman Street to the school for storage prior to the weekend. It was decided to do this on the Thursday rather than the day prior to the election as the Friday is the Faction Athletics Carnival.

4. Federal Election Sausage Sizzle

Belinda Bergersen (Year 6) is organising the sausage sizzle at the school on Federal Election Day. Year 6 parents will be required to 'man the sausage sizzle on the day'.

5. Faction Athletics Day Carnival Lunch and Cake Stall (PP & Rooms 1&2 – Year 1)

Orders for the Faction Athletics Day Carnival Lunch have now closed and over 240 orders have been received.

I would like to thank Andrea Howie (PP3), Claire McFerran (PP1) and the parents who have volunteered to help on the day for their assistance with the sausage sizzle and lunch orders. This fundraiser is very labour intensive so requires lots of volunteers.

The organising committee has decided that soft drink (e.g. cans of Coke, Fanta, Sprite etc) will not be served at the sausage sizzle. It was felt that this is not in keeping with the messages the children receive at school about healthy eating and the school's Healthy Food and Drink Policy. Water and juice boxes will still be available for purchase from the sausage sizzle.

I would like to discuss with the Fundraising Committee at our next meeting whether this fundraiser is appropriate for the PP parents to run in the future. As many pre-primary parents have not attended a faction carnival before and therefore have no idea how it runs; plus many have younger siblings to look after on the day, it is quite difficult for PP parents to organise and run this event. I would like to propose that this be allocated to a different junior year group in future years.

-ENDS-

KPS P&C PRESIDENTS REPORTTuesday 27th August, 2013

Thank you to everyone for coming along this evening.

KPS P&C Fundraising & Finances - Note

Congratulations to the Fundraising team for their efforts to date in 2013.

R. Watson will be mentioning the process for the upcoming ‘wishlist system’ for budgetary items in 2014.

A reminder that funds raised in any given year are then allocated at the end of that year, for expenditure in the following year.

FYI, please see the table below for allocation of monies for this year, 2013, as decided at the end of 2012 by the KPS P&C Executive. This will give you an idea of how funds are typically allocated.

KPS P&C Allocated Funding 2013

Artist in Residence	\$	4,000
Mathletics (%age of total cost)	\$	2,000
Uniforms	\$	1,000
WACSSO	\$	850
Facilities & Grounds	\$	750
PE ribbons & medals	\$	500
Insurance	\$	200
P&C Disco	\$	300
Stationery	\$	200
Art Prize	\$	200
Reading Materials	\$	5,000
Smartboard for Kindy(1 st)	\$	4,000
Choir Risers	\$	2,500
Year 1 Resources	\$	1,000
Non-fiction library books	\$	1,000
Scanner	\$	980
Circus Skills program (\$5 per child)	\$	1,800
Total -->	\$	26,280

Canteen / School Lunches Update

Expression of interest has been made by Mill Point Fresh to tender for KPS lunches. I shall be contacting Gary this week.

Also waiting to receive notification on whether or not the new owners of ‘The Banksia’ will be in a position to still provide lunches. Call Michael Keil – agent.

Another option – Jimmy up on Collins St.

Have also received contact from a group that conduct online lunch ordering. Shall investigate this further.

Hope to have made a decision by end of week nine, so KPS parents & students can be informed of the new arrangements in week 10, ready for Term 4.

We are looking into some potential funding options for a canteen at KPS in the future.

At present, the 'Canteen committee' is comprised of: K Young Krebs, M Lindegger, T Steers, J Kapica.

Outside School Hours Care (OSHC)

If we can find a demountable, we can again look at having OSHC on site at KPS.

Bruce is in favour of having OSHC on site. The hard part is finding a designated demountable to place at KPS for the purpose.

If anyone has any contacts within the education department, or any idea – feel free to share.

NB: Ready Set Grow and PCYC both OSHC services for KPS students before and after school.

Busy Bee

Well done to all those families who assisted at the Busy Bee on the afternoon of Friday 16th August and morning of Sunday 18th August.

The grounds are looking really great!

Thanks everyone.

Kristie Young Krebs ☺