



KENSINGTON PRIMARY SCHOOL BOARD MINUTES

Wednesday 16 March, Meeting 02/2016

1. Welcome: 5:10pm

The Board pays respect to and acknowledges the traditional custodians of the land on which this meeting takes place, and also pays respect to Elders both past and present.

2. Apologies: Rhonda Skinner, Susan Lees

3. Attendance:

Belinda Moharich, Dale Collins, Lisa Williamson, Alicia Taylor, Lesley Harris, Terence Pestana, Fiona Reid, Mark Thompson, Susan Tremain, James Ramsay, Karen Mahar, Nicole Austin, Della Nuthall (Guest)

4. Correspondence

In: Nil Advised

Out: Nil Advised

5. Confirmation of Minutes of Previous Meetings

The Board confirmed the minutes of the meeting of 17 February, 2016.

Moved: Fiona Reid

Seconded: James Ramsay

6. Finance Report

Della (Registrar)

Della Nuthall, the School's Registrar, presented the 2016 Student-Centred Funding Statement and the Cash Report to the Board. The Statement did not have all of the figures as they will be unavailable until the 31 March (when the Department verifies and releases them). Della will present again at the next Board Meeting.

7.1 Principals Report

Library Refurbishment quotes have been acquired (around \$25,000). The aim will be to refurbish the Library by the end of Term 2 and have a possible 'opening' with a Book Fair.

P&C Funds to be used to purchase new teardrop flags for the Interschool Carnivals.

Permission from the DoE has been granted for the following early closures:

23 March – 12:00pm (For Parent/Teacher Interviews)

- 8 April – 11:00am (For the Dawn Service)

The School will also be closed on Tuesday 29 March (Easter Tuesday)

The current school population is at 453 students.

7.2 Uniform Report

Jenny Brittain presented an overview to the P&C of the current and proposed ordering process. She is looking for a policy/framework for the uniform shop, a laptop for the shop, as well as more budget allocation for storing inventory and insurance. It was suggested that the ordering process be considered with the Uniform Review Sub-Committee.

Belinda added to this (at the Board meeting) by discussing what we would like to see if a change in the Uniform was to occur. She suggested we look at how we want to brand ourselves as a school and try to use the history of the 'Banksia' where we can as it is an iconic part of KPS. It was proposed that the sub-committee have a concept sorted in around 6 to 12 months.

7.3 Fundraising

Major events:

Term 1 – Movie Night (19 March)

Term 2 – Lapathon

Term 3 – Athletics Carnival (cakes & sausage sizzle)

Term 4 - Fete

7.4 Grounds and facilities

Last build for the Naturscape playground to be held on 14 and 15 May. All volunteers welcome.

7.5 Music

KPS Band will be performing at Mill Point Fresh on Sunday, 20 March from 4-6pm

7.6 DuCKS

DuCKS held a successful Dad's gathering at Como Bowling Club on Friday, 11 March. They have a fishing afternoon planned for the kids and dads on Saturday, 2 April.

7.7 Dates for the end of school

Last School Assembly – Wednesday, 16 November

Christmas Assembly – Wednesday, 7 December

Disco – Thursday, 8 December or Friday 9 December

Year 5/6 Social – Tuesday, 13 December

Graduation Assembly – Wednesday 14 December
Last Day of School – Thursday, 15 December

7.8 Nomination for volunteer of the year

The P&C are proposing to nominate Roxanne Hannay for Volunteer of the Year for South Perth, for her 8 years of service to the School Uniform Shop.

7.9 Belinda's additional notes on the night of the Board meeting

Belinda is considering meeting with the P&C with Dale to explain the DPA and Business Plan and how they work. She would like to discuss with them how funding could be aligned with the Business Plan targets and priorities.

8. Business Arising from Meeting held Wednesday 17 February, 2016

8.1 Uniform Review Committee

Alicia

The first meeting for this committee will be held in early Term 2. An update will be provided at the next Board meeting (11 May).

8.2 Suggested Prospectus

Belinda

Belinda spoke about how the School has wanted to create a prospectus for a few years now, however at the time, the School's Website was the priority. The purpose for creating a prospectus is to inform parents of children in the early years of the programs, possibilities and opportunities provided to the children of Kensington P.S all the way through schooling, from Kindy up to Year 6. This stems from the data gathered from the Retention Survey, where we looked at the reasons for parents sending their children off to private schools for the upper years of primary education.

A small working group has commenced, comprising Belinda, Dale, Sharon Szczecinski and Claire McFerran. Sharon is a journalist who works for the West Australian and Claire is a commercial freelance photographer.

For future action – discussion as to the marketing of the prospectus. Examples flagged include distribution to daycare centres in the area and real estate companies, so that parents in the area are seeing the benefits of the school before they enrol their children. Also, an idea was to look at whether Kent Street Senior High School and other schools in the area had a prospectus and if so, possibly adding it onto our KPS Website.

Action: Belinda to report back to the Board next term with an update.

9. New Business

9.1 Aboriginal and Islander Education Officer (AIEO)

The Board is concerned about the ongoing vacancy of an AIEO. The position is substantially held by an officer who is on long term Sick Leave with an unknown return date. The school has been unsuccessful in seeking another officer over the past year. There were various suggestions about how we could find a replacement, although many avenues have already been tried by Lisa and the Admin team. Two suggestions will be actioned.

Action 1: James Ramsay has a contact in this field. Lisa will liaise with James and follow up contact.

Action 2: Lisa to contact Kent Street High School to try to negotiate a share

arrangement with their AIEO for at least one day per week.

9.2 Review of Annual Report

Lisa

A draft version of the Annual Report was presented and discussed. The Board thanked Lisa for her tireless work to complete the School's Report.

Action: Board members (Belinda, Dale, Mark) who agreed to provide feedback on various sections to do so as soon as possible. The report is due in 10 days.

Lisa and Belinda to schedule time at a later date for Board members to do a self-reflection survey, as it is stated in our Business Plan.

9.3 Staff Development Days

Lisa

At the beginning of 2016, KPS Staff were involved in Professional Learning regarding a new Spelling program that was developed by Dale Western-Arnold, alongside some of the teaching staff. The Spelling program/testing format titled "Decoding and Encoding" was implemented this term by the teachers in their classrooms. This new program was developed after looking at school and NAPLAN data and realising the need for a whole-school approach to spelling, to ensure that our practices were consistent across the school.

9.4 Hat Policy

Melanie

Melanie presented data and statistics of children's sun safety in Australia. Melanie put forward the idea of children being safe from UV rays all year round by wearing hats. The Hat Policy is an operational policy that the Board cannot change, however the Board made the resolution that in the next Parent Survey, data and information regarding sun safety be provided to the parents (with the survey) as well as provided to the teachers.

Thank you to Melanie for bringing this information to the Board.

9.5 Class Lists - 2017

Mark

Mark pointed out a safety issue in regards to the location of the new Class Lists provided prior to the commencement of Term 1. The current operation is to display them at the top of the stairs to the undercover area, on the other side of the gate. It was suggested for 2017 that they be displayed in an area with more room and no stairs, such as behind the glass on the Music Room and/or Library windows.

10. School Board Watching Brief

10.1 CoSP Local Area (Kensington) Traffic Management Study Working Group

Lisa

Action: Fiona to ask CoSP if Paul Edwards can attend the next Board Meeting about what is being proposed in the area. (Paul to speak at the beginning of the meeting).

11. Meeting Closed: 7:05pm

12. Next General Meeting:

Term 1	Term 2	Term 3	Term 4
17 February 2016	11 May	03 August	26 October
16 March	08 June	31 August	23 November
Annual Meeting	Term 4 – Early November (Date to be advised)		