



## KENSINGTON PRIMARY SCHOOL BOARD MINUTES

Wednesday 17 February, Meeting 01/2016

**1. Welcome:** 5:04pm

*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:** -

**3. Attendance:**

Belinda Moharich, Dale Collins, Lisa Williamson, Alicia Taylor, Rhonda Skinner, Lesley Harris, Terence Pestana, Susan Lees, Fiona Reid, Mark Thompson, Melanie Noid, Susan Tremain, James Ramsay, Karen Mahar, Nicole Austin

**4. Correspondence**

**In:** Nil Advised

**Out:** Nil Advised

**5. Confirmation of Minutes of Previous Meetings**

The Council confirmed the minutes of the meeting of 25 November, 2015.

**Moved:** Dale Collins

**Seconded:** Susan Tremain

**6. Feedback from P&C Meeting**

**Nicole**

**6.1 First Meeting of the Year**

The P&C have established their new committee for 2016. This year's office bearers are:

President Mrs Sam Thompson

Vice President Mrs Rebecca Watson

Secretary	Ms Alison Wallace
Treasurer	Mrs Tanya Steers
Uniform Co-ordinator	Mrs Jenny Brittain
Grounds and Facilities	Ms Melanie Bozich
Fundraising	Mrs Melanie Tibbitts
Memorabilia	Ms Karen Mahar, Mrs Sharon Szczecinski
Music	Mrs Marlena Burling
Library/Bookclub	Mrs Susan Henwood
School Banking	Mrs Shannon Kynaston and Ms Jennifer Safstrom
School Board Rep	Ms Nicole Austin
Fete Coordinator	Mrs Rowena Mills
DuCKs	Mr Dave Mundy
Executive Member	Mrs Alana Arnold

## **6.2 P&C Budget for 2015**

The 2015 P&C Budget was presented at the meeting. The P&C raised a total of \$40,543.08 with a net profit of \$2,983.18.

## **6.3 Major fundraising event dates for 2016**

The Movie Night will be held on Saturday, 19 March at 5pm. The movie is called "The Book of Life".

The 2016 School Fete will be on Saturday, 29 October from 2:00pm to 7:00pm.

It was requested that an Annual Calendar be published onto the school website to assist parents with planning.

## **6.4 Uniform Update**

Jenny Brittain discussed in detail the benefits and issues of changing the system from a twice a year order process to a fully stocked shop. Insurance costs would increase due to stock on hand, but it was resolved that this topic be discussed at the Board level, especially owing to potential changes to school uniform. More information provided in item 7.3.

## **6.5 More attendance at P&C Meetings**

The P&C are looking to invite more people to P&C meetings and have created a standard contact list for classes to gather contact information, as well as give permission for the P&C to email them directly regarding things such as the Minutes of meetings. This is to try to increase the breadth of members. There is currently a heavy Year 4 contingent.

## **6.6 Class Representatives**

The P&C are also trying to finalise the class reps as soon as possible, in order to start the Fete planning.

## 7. Business Arising from Meeting held Wednesday 25 November, 2015

### 7.1 New School Principal for 2016

Belinda

Belinda has spoken with the Department of Education to clarify the position that an IPS school has in the process of selecting a new principal. The Board will be represented by Belinda on the selection panel. Each member on the panel has an equal vote.

Belinda will be meeting with staff over the next couple of weeks to get their insights about the beneficial attributes of a new principal, from a staff perspective. The Board will discuss this also, where the parent representatives on the Board will have an opportunity to put forward the attributes that the School's parent group consider beneficial.

Lisa will be Acting Principal until the end of Term 1. There is currently no date set for the advertisement of a new principal or when a new principal will be selected.

### 7.2 New Parent Representative and P&C Representative

Belinda

Karen and Nicole were welcomed onto the Board at the beginning of the meeting. An introduction from all members followed.

### 7.3 New School Uniforms

Lisa

The Board resolved that a new subcommittee be created to review the school uniform. Alicia (staff) and James (parent) will represent the Board, with additional members coming from the P&C.

The Uniform Committee will discuss the scope of changing the uniform (i.e. just the shirts? Should it include anything else, such as dresses, dress-shirts for boys, any changes to other uniform items?). The Committee will create a timeline for the process towards making a decision and is invited to attend the next Board Meeting. The Uniform Review Committee will report on whether a change in uniform is required at all, and if so, what pieces should be changed. The Board will then need to agree to this.

**Motion:** To Establish a joint subcommittee with the P&C, with James and Alicia to represent the Board, to review the school uniforms.

**Action:** Belinda to send a letter to the P&C informing them of the subcommittee and also inviting the Uniform Committee to the next Board meeting to report back on the decisions made as well as a timeline. Board will need to approve.

## 8. New Business

### 8.1 Finances

Lisa

The School's Finance Committee met on Tuesday afternoon, 16 February, and reviewed the budget. The Board discussed certain items on the Budget and it was suggested that the Finance Committee need to further look into how the budget aligns with the School's Business Plan and how we attend to the promises in the plan.

**Action:** Lisa to bring back to the next meeting more information on the budget and if there is anything in the budget that will restrict gaining anything in the business plan.

**Motion to put to vote:** To approve the Kensington Primary School Budget for 2016.

**Vote:** All in favour.

## 8.2 Retention Survey

Lisa

Thank you to Dale and Bruce for the work and effort into the analysis of the survey.

The return rate of the survey was 62%. Not all questions in the survey were answered by everyone and it was suggested that the reason for this was that the survey was not anonymous. The results from the survey were discussed and the Board will now put into action some ideas on where to go now with the information.

**Action:** It was suggested that Lisa invite Kath Ward (Principal of Kent Street High School), to a Board meeting to get her insight into how we can provide more opportunity for the parents of Kensington to have further interaction and involvement at Kent Street.

**Action:** Another suggested was for the School to create a communication document/prospectus of the senior school to provide to parents from Kindy/Pre Primary to allow them to see the programs, activities and opportunities provided to the students in the upper part of the school.

## 8.2 Federal Government Parent Survey 2015

Terence

The results from the Federal Government Survey 2015 were looked at by the Board and discussed. The questions in the survey that were created by the Board are as followed, along with the results:

1. Do you have a concern with the current hat policy?

Yes 16 % No 84%

2. Would you like the 2015 Term 1 Parent Interview format to be used again in 2016?

Yes 82% No 18%

3. Would you like the school to hold a Dawn Service in 2016?

Yes 73% No 27%

(Please note that the Dawn Service is pending final approval from the South Metro Education Office).

## 8.3 Staff Development Days

Lisa

This information will be held until the next meeting due to time.

## 8.4 Hat Policy

Belinda

This item will also be held until the next meeting.

## 9. School Board Watching Brief

### 9.1 CoSP Local Area (Kensington) Traffic Management Study Working Group

Lisa

Kevin Trent has advised that the report for proposed changes has been finished, however it was not as conclusive as people were hoping. The report will be released soon. Mr Trent said a member from the council (Paul Edwards) will be contacting Lisa in approximately two weeks to discuss the proposed changes.

**10. Meeting Closed:** 7:25pm

**11. Next General Meeting:**

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