



## KENSINGTON PRIMARY SCHOOL BOARD MINUTES

Wednesday 25 November, Meeting 08/2015

### 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:**

Bruce Macauley, Fiona Reid, James Ramsay, Kathy Shortland-Jones, Melanie Noid

### 3. **Attendance:**

Belinda Moharich, Dale Collins, Lisa Williamson, Alicia Taylor, Rhonda Skinner, Lesley Harris, Terence Pestana, Susan Lees, Mark Thompson, Susan Tremain

### 4. **Correspondence**

**In:** A letter from the Minister of Education, Mr Peter Collier MLC – received on 09 November, 2016 – thanking the Kensington P.S. Community for the tour of our School. Mr Collier enjoyed visiting and expressed his thanks to the staff, students, P&C and Board members.

**Out:** A letter was sent to Ms Samantha Thompson, President of the P&C Association, from Belinda Moharich (Chair) on 12 November, 2016 in regards to the Board's new Terms of Reference document and how it affects the P&C Representative's term of office.

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

An amendment was made to the previous meeting's Minutes, in the second 'Action' of item 9.4:

#### **9.4 New School Principal for 2016**

**Action:** *This item to be included in the next Board meeting agenda (25 November).*

**Action:** *Lisa to inform parents of the timing regarding the new Principal position, when she receives confirmation from the Department of Education.*

The Council confirmed the adjusted minutes of the meeting of 28 October, 2015.

**Moved:** Mark Thompson

**Seconded:** Lesley Harris

## 6. Feedback from P&C Meeting

Lisa

Due to Kathy's absence, Lisa provided us with a brief update from the last P&C meeting:

### 6.1 P&C Wish List

Money was granted for the following items/areas: library upgrade/furniture, a new gardening shed and resources for music.

The P&C has decided to not fund part of the Athletics and Reading Eggs programs.

### 6.2 Completing Naturescape Playground

\$9000 remains in the budget which will go towards completing the Naturescape Playground (finishing off the sump). This should be completed in Term 1, 2016.

### 6.3 P&C AGM 2016

This will occur in Term 1, 2016.

### 6.4 DUCKS Camp

The DUCKS Camp is scheduled for Friday 27<sup>th</sup> November, to be held on the School Oval. There will be approximately 50 dads and 100 children attending.

## 7. Business Arising from Meeting held Wednesday 28 October, 2015

### 7.1 New School Principal for 2016

Lisa

Currently no update.

### 7.2 New School Uniform

Lisa

Lisa brought in samples of uniforms (shirts only) from two different suppliers: Uniforms West and Permapleat.

The P&C, Student Council and the School Uniform Shop committee will all have some involvement in the process of possibly changing the School's shirt. It was decided that the P&C create a timeline which will then be confirmed by the Board before commencement of the uniform changing process.

**Action:** During the first Board meeting in 2016, the members will be asked to nominate for an informal sub-committee for the new school uniform.

**Action:** Belinda to write a letter to the P&C regarding the creation of a timeline for the changing uniform.

## 8. New Business

### 8.1 Public Liability Insurance

Susan T

There was some concern in regards to the Board needing Public Liability Insurance. Belinda confirmed that Board members are protected by the Department's insurance cover as stated in the School Education Act 1999:

*'Section 137 Protection from liability*

(1) An action in tort does not lie against a person for anything that the person has done in good faith as a member of the Council.'

### 8.2 Election for Vacant Parent Position on Board

Belinda

Belinda informed the board of some parents showing interest in nominating for the vacant parent position next year. Invitations for nominations will be distributed prior to the first Board meeting in 2016.

### 8.3 Agenda setting for 2016

Belinda

A schedule/program for 2016 meetings has been created for the Board by Belinda to address regular business as well as addressing requirements from the DPA. In 2016 there are 7 ordinary meetings, an annual meeting and the debrief meeting at the end of the year.

Term	Meeting	Date	Business	Comments
1	1	17 Feb	-Welcome to new P&C Rep and new Board member  -New principal	-Discussion as to attributes and key criteria
	2	16 Mar	-Financials  - Retention Survey  - Review of Schools Online Annual Report	-Board is obligated to view the School's finances and will be done so quarterly (the second meeting of each term).  -Board to review prior to publication.
2	3	11 May	-Federal Government Survey	-Board will craft the 'extra' questions that are added to the end of the Government Survey. Survey to be distributed to parents before the end of Term 3 in order for the Board to review data at the first meeting in Term 4.
	4	08 Jun	-Financials	
3	5	03 Aug		
	6	31 Aug	-Financials	

4	7	26 Oct	-NAPLAN Review -Review of Federal Government Survey results -Ratification of fees and charges	
	8	Early Nov	ANNUAL Meeting	The Act and Terms of Reference requires the Board to provide an Annual Report for presentation at this meeting.
	9	23 Nov	-Review of Business Plan after AGM -AGM Debrief -2017 Agenda setting	

Discussions that arose from the above schedule:

NAPLAN Review: The Staff will view the NAPLAN results for 2016 during the Staff PD at the end of the September/October holidays. The results will then be shown to the Board. It was also decided that a message will be delivered to the parents to inform them of the common strengths and weaknesses from the NAPLAN data/results.

Further discussion was had around items which could be added to the agenda for next year.

The first suggestion was that there needed to be more understanding of what occurs in the Senior Block regarding extracurricular activities as well as embedded learning programs that are not part of the Fees and Charges from the parents. This was due to a realisation that many people in our school community do not have a full understanding of the fantastic programs and activities occurring in the Senior Block in particular. One of the targets in the Business Plan is addressing the retention issue. A suggestion was made of creating a prospectus to display and exhibit the valuable learning experiences the students are exposed to in the Senior Block, as well as the whole school. This will be discussed further in the second meeting of 2016.

Another topic that arose during discussion was that an AIEO is needed for 2016. It would be ideal for someone to take on this role for a long period of time, to create a good rapport with students at Kensington.

The DOEWA document: FOCUS 2016 is yet to be published.

It was agreed by the Board that this will be an attentive schedule for 2016 and will be reviewed as the year goes on.

#### 8.4 Banner/Poster for Classrooms

Lisa

The Board decided on using the Kensington Primary School Banner as the poster to be displayed in classrooms and around the school. The banner says:

*“Kensington Primary School  
An Independent Public School*

1. *Successful students*
2. *Excellence in teaching and leading*
3. *Engaging parents and community partners”*

It also includes the School’s logo and “*Together we achieve*”.

#### 9. School Board Watching Brief

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

Lisa

Lisa spoke to Rick Hughes about the parking around the School and the chicane in front of the School. Rick informed Lisa that the current idea for the chicane from the Council was that it will be changed into a ‘mixed area’ layout, where there will be cars, pedestrians and others sharing that area. Belinda to follow up from Fiona in regards to parking on Market Street and a change in parking on Fourth Avenue. More updates to come at a later date.

##### 9.2 Federal Government Parent Survey 2015

Terence

Will be discussed next year.

#### 10. Meeting Closed: 6.43pm

#### 11. 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
<b>Annual Meeting</b>	<b>Term 4 – Early November (Date to be advised)</b>		