



## KENSINGTON PRIMARY SCHOOL BOARD MINUTES

Wednesday 18 February 2015, Meeting 01/2015

**1. Welcome:** 5:05pm

**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:** Steven Davis, Lisa Williamson, Kathy Shortland-Jones

**3. Attendance:** Belinda Moharich, Dale Collins, Bruce Macauley, Michael Rosich, Kevin Trent, Lesley Harris, Raema Stanford, Terence Pestana, Kristie Young-Krebs, Martha Walters, Melanie Noid, Rick Hughes

**4. Correspondence**

**In:** Call for Representation in Working Group for CoSP Local Area Traffic Management Study (LATMS) from Catherine Deady (CoSP Traffic Technical Officer) received via email 13/02/2015

**Out:** Reply to Call for Representation in Working Group for CoSP LATMS from Belinda Moharich sent via email 13/02/2015

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

The Council considered the minutes of the meeting of 26 November 2014.

**Moved:** Raema Stanford

**Seconded:** Kevin Trent

**6. Business Arising from Meeting held Wednesday 26 November 2014**

**6.1 Bell Times**

**Dale**

**Action:** Bruce to check Parent Handbook that break time terminology is consistent (**Note:** checked and confirmed – action closed)

**Action:** Bruce to include a reminder note in the next school newsletter regarding break times (**Note:** reminder note included in newsletter 0115 of Thursday 05/02 : closed).

**6.2 School of Choice**

Discussion regarding what can we do about being a 'school of choice'. Why are parents moving their year 5 & 6 students out of the school? Bruce advised that we have the facility to survey parents on this issue. Kristie believed that this will not be such an issue in future years due to higher numbers coming through. Also, Penrhos (for example) will not be taking year 5's in future. Some private schools, however, are offering students in year 3 places for year 5 (i.e. in 2 years' time). Is there still a concern amongst parents that "everyone is leaving and there won't be anyone left"? Do we need to "sell" what the school can offer the senior students better? The intent is not to poach students from other schools but to retain the cohort through their primary education. It was noted that the work that has been done for the Naturescape playground is a big selling point for the school.

**Action:** Bruce to draft parent's survey regarding 'school of choice' during the course of next week for review by Belinda and Dale for issue during 2<sup>nd</sup> week of March.

**Action:** Kristie offered to distribute the survey to parents of those students who left at the end of 2014 to gauge why they left.

### **6.3 Federal Government 2015 School Survey** **Bruce**

Results for students, staff and parents of senior students in Term 4 2014 now available (copies were distributed to all Board members for information and review). Bruce advised that the "new" survey is required to be conducted (as a minimum) every 2 years. Belinda suggested that the survey be conducted annually as one of the inputs (KPIs) into the review of the school's business plan. Recommended that these surveys be conducted in Term 4 of any given year.

**Action:** Board to consider survey questions in Term 3 for survey to be performed in Term 4.

### **6.4 Protective Behaviours**

No update to report - carry over to next meeting

**Action:** Bruce to include protective behaviours website details in a school newsletter.

## **7. New Business**

### **7.1 Feedback from P&C Meeting** **Dale**

Financial Report and Fundraising – no substantive change from the report Council's final meeting of 2014 with exception of School Disco profits of approx \$500. The profits were recommended and agreed to go towards the School's music room. \$70k of funding is currently available for 2015; \$13k recurring and \$57k for new projects.

Fundraising model for 2015 aims at a more "softly, softly" approach, less in number but greater in impact following a huge year in 2014. The completion of ongoing grounds projects and the maintaining and building of goodwill for 2016 fete year.

The first P&C sponsored event are the Literacy Workshops delivered by Diana Rigg which commenced last night (Tue 17/02) for K-PP parents. Workshops for Yr1-2 parents will be held on Wed 04/03 and Yr 3-6 parents on Tue 17/03.

The first major event, carried forward from 2014, is the Outdoor movie night on Sat 07/03 which will be complemented by the official opening of the Naturescape playground by Bruce and invited guest Maggie Dent. All zones of the playground, with exception of the 9<sup>th</sup> section (stick insect and netting area over sump hole : funding restriction) will be completed.

The P&C has been updated on the transition to Independent School Status, the school Board and governance.

Election of P&C Office Bearers (core executive) as follows:

President	: Samantha Thompson
Vice President	: Rebecca Watson
Secretary	: Allison Wallace
Treasurer	: Tanya Steers
Fundraising	: Mel Tibbitts
School Council Rep	: Kathy Shortland-Jones

Thanks were made to outgoing President Nicky Carey, Treasurer Trevor Noske and Fundraising Julie Barrett.

**7.2 CoSP Local Area (Kensington) Traffic Management Study Working Group Kevin**

Correspondence (as noted above) and request from CoSP discussed. Agreed that Board representation in the Study Working Group (SWG) is a good idea. Rick Hughes volunteered to attend as the Board representative and will feed the Board initiated traffic management study into the CoSP study. Kevin advised that CoSP councillors are not directly involved in the study but are involved in the review of the report. It was noted that the KPS traffic management study has not yet been completed (as draft was expected to be issued for this meeting but has not yet been received).

Mel raised concern about 2 incidents regarding power lines at the corner of Banksia and Fourth Avenue – power lines have fallen twice after being hit by trucks.

**Action:** Rick to report back to the Board the activities of the CoSP SWG.

**7.3 Parent Survey 2014 Bruce**

Addressed in item 6.3 above.

**7.4 ANZAC Service Bruce**

A survey for change of school hours for ANZAC service had been issued in early February. Bruce asked 'what is a fair assessment of responses as only 166 responses had been received to date (around 50% of the number of families). Bruce also advised that results of the survey were not available to the school until the survey closed so we don't currently know which way it's going. The survey closes Fri 20/02. When Bruce gets the results, he'll distribute to Board and Board will make the call. Information note will be tomorrow's (Thu 19/02) newsletter. Survey was simple question : yes or no.

**Action:** Board to decide based on results (unless overwhelming response one way or other).

**7.5 Early Close on Wednesday 01 April 2015 (Parent Interviews) Bruce**

Interviews will be on a 'speed dating' principle to prevent previous time monopolisation by individuals. Moved to agree to closing 'early' on Wed 01/04 at 1130 for parent interviews between 1200 and 1800.

**Moved:** Mel

**Seconded:** Martha

**8. School Council Watching Brief**

**8.1 Curtin Education Community Bruce**

First meeting tomorrow (Thu 19/02). Main issue is whether there will be a conference this year – contentious issues as it may mean the school(s) loses a Professional Learning day.

We don't have to participate in the CEC as an IPS, however, there is no suggestion that Kensington will withdraw from CEC.

Board needs to agree 2016 Professional Learning days in Term 4 2015 (based on recommendations by Bruce).

**Action:** Bruce to recommend 2016 Professional Learning days for 2016 for Board review and approval by meeting No 07/2015 (Wed 28/10).

**8.2 Independent Public Schools 2013 Update Bruce**

Business Plan needs to be finished as quickly as possible and once ratified by Board, it is submitted to Dept of Education.

Bruce outlined what Dale and he had been working on in the development of the plan including engagement of teachers. Strong opinion that the Word format was not easy to read. Subsequently, Dale has reformatted the document to improve this together with incorporating feedback from school staff. Queried by Belinda whether 'School of Choice' needs to be explicitly stated in the plan. General view was that it was implied.

Business Plan will remain a working document subject to regular ongoing review. Original intent was to have the Plan completed by end of Term 1, however, realistic view is that it will be early Term 2.

**Action:** Board members to review amended draft business plan as distributed at the meeting with feedback on the draft to be returned to Dale and/or Belinda.

One line budget has been submitted. Census (actual number of students in school) was submitted last Friday (13/02) : currently 470 students. Interesting number given the school is down one class of year 7s and 1 class of Kindy. Bruce advised that the Department hasn't sent through budgets yet and don't expect to see these until March.

Delivery Performance Agreement will be sent to the school for sign off by Belinda and Bruce in April 2015.

Recurrent funding of \$30k per annum is available for IPS. Bruce hasn't "found" this yet as the budget format/structure has changed. Increase in aboriginal students : 12 last year to 30 this year. Lisa is fighting with Schools Plus regarding assessments for Educational Assistants (EAs) as their assessment is coming in predominantly Level 1. For reference, funding for Level 1 students equates to \$8k per year whereas funding of \$22k per year is available for Level 2 students. Lisa trying to get the assessments "elevated" where appropriate to fund the required Education Assistants. 55 students fall into this category (which includes 72 ESL students – after 1 year, they move out of Level 2 back to Level 1). PP/Kindy : 29 students but no funding is provided for them.

Mel queried whether school manages building maintenance or the Department. Bruce advised that this was discussed at (then) Council last year and the decision was taken to not take this on as we could blow our budget quickly as the buildings are old. Bruce also noted that if a staff member is absent for a day, the school retains the money for that day and does not have to replace the staff member. Savings in utilities are 100% retained by the school (as opposed to the previous regime of 30%).

**8.3 2013 School Satisfaction Survey 'Top 5' Update**

**Bruce**

No update this meeting – to be reviewed when new survey results are in.

**9. General Business**

**9.1 "Public" meeting**

**Belinda**

Act requires at least 1 public meeting per year. Noted that all KPS Board meetings are "open" to members of the school community but that the school community would not be able to participate in the meeting (i.e. just observers) unless specifically invited to participate.

**Action:** Belinda will provide a report for next meeting regarding administrative requirements of the act.

**10. Meeting Closed: 6.25pm**

**11. Next General Meeting**

Term 1	Term 2	Term 3	Term 4
18 February 2015	06 May	05 August	28 October Election of Office Bearers
18 March	03 June	02 September	25 November