



KENSINGTON PRIMARY SCHOOL BOARD MINUTES

Wednesday 06 May 2015, Meeting 03/2015

- 1. Welcome:** 5:08pm
Steven Davis resigned from council on 04 May. Steven was thanked (in absentia) for his contribution during his term
Welcome to Matthew Schneider – invitee to assist with traffic matters

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

4. Correspondence

In: Letter from Jeramy Hinfelaar (Futureway Australia) dated 20 March 2015 addressed to Board members

Out: Nil

5. Confirmation of Minutes of Previous Meetings

The Council considered the minutes of the meeting of 18 March 2015.

Moved: Lesley Harris

Seconded: Dale Collins

6. Business Arising from Meeting held Wednesday 18 March 2015

6.1 School of Choice

Comments on the draft survey (as issued on Wed 18/03) were circulated on Wed 06/05 for information and review and were discussed. It was agreed that a separate survey form should be completed for each individual student.

It was suggested that some of the more detailed curriculum queries that have been suggested to be included are to be more targeted (e.g. towards exit interviews of families that are leaving). It was noted that Department of Education's online survey package doesn't have the ability to have "logic" links between questions (e.g. if 'Yes' to Q4, go straight to Q15).

It was agreed that survey questions are to be re-worked (by Terence) such that they are 'yes/no' questions which will then allow targeted ranking surveys. Intention is to issue the amended survey (after review by Bruce) on Friday 08/05.

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

6.2 Protective Behaviours

Web link has been included in previous newsletters and will be in the next newsletter (Thu 07/05).

6.3 Board Membership

Belinda

Current term expiry dates are now listed on the meeting attendance sheet for information (to be updated in line with Belinda's assessment).

The term of office for members is listed in current (council) constitution which was prepared in 2011. Belinda's review of the Act and guidance documents has indicated that the Board does not require a 'constitution' and is to be governed by a 'Terms of Reference' document. Further, the Board is only bound by the Act, not the current constitution.

It was agreed that governing document (Terms of Reference) needs to make provisions such that only 50% of Board members are up for election at the same time (anniversary).

Belinda distributed marked-up Terms of Reference for review and comment (including provisions for make-up of Board membership). The draft Terms of Reference were discussed and various suggested amendments made. It was agreed that further discussion on the draft Terms of Reference and the action to be taken regarding current Board membership and new elections be deferred until the next meeting scheduled for Wed 03/06 (04/2015).

Action: Belinda will issue an amended draft of the Terms of Reference for review and comment by the current Board members.

It was proposed that the Board rescind the current constitution and adopt the agreed Terms of Reference prior to the next meeting scheduled for Wed 03/06 (04/2015). It was also proposed that all parent positions be declared vacant after the next meeting with voting in an election to be held during the 1st week of 3rd term (week commencing Mon 20/07). It was proposed (and agreed) that 50% of members be elected for an 18 month term (i.e. to Feb 2017 from assuming positions in Aug 2015) with remaining 50% for a 30 month term (i.e. to Feb 2018 from assuming positions in Aug 2015). Voting to be arranged such that each eligible person votes for each of the 8 positions open from the list of candidates (rather than 1 vote per eligible person) together with an option for a single vote to be cast to return all current Board members.

It was noted that the current administrative error in current board member's terms expiring is due to the large changes in membership of the (then council and now) Board together with the focus on the transition to an Independent Public School.

6.4 Board Training

Lisa

Further discussion regarding training opportunities for the Board members by the Department of Education's School Innovation and Reform Unit are deferred until item 6.3 above has been resolved.

Action: Michael to forward email to board members (once board membership confirmed) to gauge interest.

7. New Business

7.1 Feedback from P&C Meeting

Kathy

Reminder that 2016 is a Fete year! The last P&C meeting was brief, however, there was discussion regarding increase in P&C contributions by parents in increments. This will be decided upon at the next P&C meeting.

7.2 Use of School Grounds on Weekends

Bruce

Bruce has been approached by several parents in regarding to using school grounds for children's parties. It was noted that there has been incidents of vandalism and 'unauthorised use' outside of school hours so suggestion that more presence outside of school hours may assist in mitigating this. It was also noted that there are children at the

school who have severe allergic reactions to animal hair (hence the drive to keep dogs off school grounds).

It was generally agreed that such 'authorised' use would be acceptable with a nominal fee imposed to cover incidentals (e.g. opening and cleaning of toilets, etc). Staff to consider what is appropriate for 'after school' use and which locations would be excluded (e.g. pre-primary playground)

Action: Bruce to establish any legal/insurance issues associated with this from the Department of Education's legal team.

7.3 Building of BBQ on School Grounds **Bruce**

Bruce has been approached by a parent to build a gas BBQ on-site. It was noted that KPS is a community school but concern were raised that a "public access" BBQ could result in school facilities being abused. It was further noted that toilets on school grounds are (normally) locked outside of school hours. General consensus was that the building of the BBQ was not appropriate.

7.4 2015 KPS Budget **Bruce**

It was noted that this matter was dealt with last meeting (02/2015).

7.5 KPS Hat Policy **Kristie**

It was highlighted that UV rays are generally still strong in Perth in winter (reference to Cancer Council data) so the current guideline of not requiring hats to be worn in Terms 2 and 3 may need review. School hat guideline remains 'no hat, no play' and it was noted that KPS isn't a Sun Smart (accredited) school. It was also noted that there is no guideline stating that hats cannot be worn when outdoors. It was agreed that a question regarding whether the current hat guideline (policy) requires amendment be included in the End of Year Survey (refer item 8.4 below).

7.6 Retention Survey **Terence**

Addressed in item 6.1 above

7.7 Feedback on Parent Interview and ANZAC Service **Lisa**

It was noted that out of the 350 units of food that were ordered, there were only 3 left at the end of the event. Further, only 32 students remained at the school (until 3pm) after the majority of the school population had left. There has been some email feedback from parents and all has been positive and fed back to P&C. There have been general queries asking whether the dawn service will be an annual event. It was noted that Board approval will be required in future for the change in school hours.

A motion was put for the Board to endorse the ANZAC day dawn service as an annual event.

Moved: Lisa Williamson

Seconded: Martha Walters

Regarding the 'Speed dating' interview method, there has been lots of positive verbal feedback but there was concern about which day it's held (parents working). Out of the expected parent attendance, 59% did attend, 30% had interviews at another time and 11% didn't attend. The time duration limit didn't appear to be an issue. It was noted that most staff held targeted interviews either before or after the 'speed dating' sessions where it was deemed necessary.

8. School Board Watching Brief

8.1 Curtin Education Community **Bruce**

The Curtin Education Community are holding a conference at the beginning of Term 3 around Connect (computing system that Department of Education uses) so it will be an IT focussed conference.

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**

The Delivery and Performance Agreement (DPA) has not yet been returned. The draft business plan has been given to graphic designer so it will be available for review at the next meeting

Action: Amended draft business plan was issued to Board members for review and comments with feedback on the draft to be returned to Dale and/or Belinda.

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

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

8.4 Federal Government 2015 School Survey **Bruce**

No action at this time.

Action: Board to consider survey questions in Term 3 for survey to be performed in Term 4. Survey to include a question regarding amendment of the current hat guideline (i.e. should hats be mandatory in Terms 2 and 3).

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

The traffic report has still not yet been received, however, Move Consultants (Heidi) has agreed the items that need to be changed to make the car parking and traffic movement better with the City of South Perth (CoSP). CoSP has also agreed to more car parking along Fourth Ave. There may be an issue relating to drainage which may prevent more parking on Banksia Ave. It was noted that when CoSP put in new curbs on Fourth Ave a few years ago, they did not provide vehicle cross-over near the oval. This needs to be flagged to CoSP when they add more parking. The report from Move Consultants is to be passed onto Matthew Schneider (who has a background in statistical analysis and review of vehicle and pedestrian traffic) for review and comment.

Action: Move Consultants report (when received) to be issued to Matthew Schneider for information, review and comment (by Belinda).

Move Consultants have also advised that CoSP has agreed to remove the chicane at intersection of Banksia and View St and that parking on Fourth Ave will be converted to 45° angled parking. Angle parking will also be provided on the NW side of View St. The CoSP Traffic Management SWG is also preparing a traffic report (which will include elements of the Move Consultant's report) but this will not be released before June.

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

9. General Business

Nothing arising

10. Meeting Closed: 7.26pm**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 17 June	02 September	25 November