



KENSINGTON PRIMARY SCHOOL COUNCIL MINUTES

Wednesday 29 October 2014, Meeting 07/2014

1. **Welcome:** Meeting opened at 05:15pm
2. **Apologies:** Raema Stanford
3. **Attendance:** Geoff Smith, Belinda Moharich, Bruce Macauley, Dale Collins, Kevin Trent, Kristie Young-Krebs, Lesley Harris, Lisa Williamson, Martha Walters, Melanie Noid, Michael Rosich, Rick Hughes, Steven Davis, Terence Pestana

4. Correspondence

In: Nil

Out: Nil

5a. Confirmation of Minutes of Previous Meetings

The Council considered the minutes of the meeting of 10 September 2014.

Moved: Kevin Trent

Seconded: Steven Davis

5b. Council (Board) Elections : Roles of Chair, Deputy Chair and Secretary

Geoff Smith stepped down from the role of Council Chair. Geoff's performance in the role was acknowledged by Bruce and the Council and Geoff was thanked for his efforts and drive to achieve IPS status for KPS.

All three roles were declared vacant. Nominees for the roles were sought and the following candidates were unanimously elected unopposed:

Chair Belinda Moharich

Deputy Chair Dale Collins

Secretary Michael Rosich

6. Business Arising from Meeting held Wednesday 10 September 2014

6.1 Parking around the School

Geoff

Belinda and Lisa have contacted Move Consultants and an order has been raised. Move Consultants representative (Heidi) is expected to conduct the traffic audit on Tuesday 11/11 with formal feedback to follow in due course.

Walking Wednesday is being implemented from 05/11 with participation being recorded. As an added incentive, faction points are being awarded based on participation.

6.2 Behaviour Management Policy Review **Lisa**

Draft Behaviour Management Policy (BMP) issued to Council for review via email on Tue 28/10. General feedback was positive, however, it was agreed that the consequences for 'the bully' need to be strengthened.

A query was raised as to whether the new draft BMP is any different to what existed previously and is anything need to be done to 'roll out' the new BMP. It was confirmed that the draft BMP is in line with existing documentation and will be included in the 'welcome pack' for new enrolments.

Geoff, Tracy and Lisa were thanked for their efforts in preparing this document.

Action: Council members to return comments to Geoff Smith by Fri 14/11 so final version can be ratified by Council on Wed 26/11.

6.3 ICT Infrastructure Report **Terence**

No discussion this meeting – action ongoing.

Action: Input required as to a viable BYOD policy from members of Council after discussion with community.

6.4 Dogs on School Grounds **Kristie**

Terence has obtained quotes and a sample sign but has since seen a better sign at Kent St which he is now obtaining quotes for. Agreed that Terence was to proceed with the procurement and installation of the signs.

6.5 Bell Times **Dale**

Survey results were issued for review via email on Tue 28/10. Out of 138 responses received, 34 want to revert with 74 being happy with the current scheme. There was a lot of support for the 2 hour blocks. It had been suggested that 20 minutes for recess and 40 minutes for lunch might be better but teaching staff had observed that the equal 30 minute breaks had seen an improvement in general behaviour and was assisting in behaviour management.

Lisa had contacted Coogee South Primary School regarding their experience in reversing the eat/play time split and whilst they had seen some positive results for the first 2 terms of the trial, it didn't appear to be so effective in the last 2 terms of the trial.

It was agreed to amend the terminology to 'Morning Break' and 'Afternoon Break' but leave the breaks at 30 minutes each with the 5 to 10 minutes being the designated mandatory 'eating' period. It was noted that KPS is a 'Crunch and Sip' school and this assists in ensuring that the students can have something to eat in class.

Action: Bruce to check Parent Handbook that break time terminology is consistent.

A query was raised regarding the morning fitness/sport allocation and whether this was eroding the 2 hour morning block for 'learning'. It was noted that research has shown that sporting activity significantly enhances learning and consequently, the morning fitness allocation was not seen to be detrimental.

6.6 School Mural **Belinda**

It was noted that Ben Morgan has completed the re-painting of the mural. It was also agreed that a 'thank you' letter would be send to Ben on behalf of KPS and the Council.

Action: Belinda to issue a 'thank you' letter to Ben Morgan.

6.7 2014 NAPLAN Scores

Dale

Lisa and Terence have started analysing the NAPLAN results with staff and two meetings have been held to date. Result and Trend Analysis packs for the Year 3, Year 5 and Year 7 results were reviewed at the meeting. The result analysis packs are enabling staff to focus on relevant bands where accelerated learning/effort is required (e.g. for year 3 and 5 Reading, Bands 3 and 4). Progress results for year 5 and 7 (i.e. comparison of year 3 test with year 5 and year 5 with year 7) were also reviewed.

Staff are generally happy with the movements/progress in the NAPLAN scores but there are still areas for improvement and funding for various programs are being included in the P&C 'wish list' for 2015. It was noted that last year was the first for compulsory NAPLAN testing for pre-primary (On Entry test) so further progress data will be available in coming years. KPS is in a high band so there is significant effort required to achieve quantum change in level against 'like schools'.

Post-meeting note : *Follow-up testing (to the pre-primary On Entry test) in Year 1 and 2 is at the discretion of the school. Due to current funding, only the compulsory testing is being conducted.*

It was noted that KPS is expected to "lose" 14 students from year 4 next year (to private schooling) and effort is being put into maintaining the school's educational performance which may otherwise suffer due to the drain of numbers. It was also noted that Como and South Perth Primary have similar "losses" to KPS in student numbers in the higher years. The school's business plan needs to account for this effort (workforce development plan) and this is a key advantage of IPS.

The Council and staff executive's desire is to have KPS as 'school of choice' in the local area and NAPLAN results is a key element to achieving this.

6.8 School PR Focal Point

Raema

The suggestion that a PR Focal Point was required was raised by Dale at the last P&C meeting. It was reported that Sharon Szczecinski is informally performing this role.

6.9 Volunteer of the Year

Lisa

Submission has been completed by Lisa and Lesley around Natalie Gallagher's volunteer involvement in coordinating the Scholastic Book club. As a result of Natalie's efforts, the school has also been the beneficiary of Book Club reward points to the value of \$2000 to \$3000 per year. Natalie has received an invitation to the City of South Perth's Volunteer of the Year award breakfast on Sun 07/12 and is reported to be 'tickled pink'.

7. New Business

7.1 Feedback from P&C Meeting

Dale

First phase of nature play area has been completed. Next zone is the obstacle course commencing on Sat 22/11. Dates have been published in P&C minutes and on the P&C's Facebook page.

Risk management of proximity of boundary fence to nature play area has been queried. It was noted that areas behind bike shed and container are 'out of bounds' during break periods but not "generally" out-of-bounds (e.g. during sport).

P&C fundraising : budgets and funding will be reviewed at the Annual General Meeting on Tue 11/11. Proposals for funding close Fri 07/11.

8. School Council Watching Brief

Bruce

8.1 Curtin Education Community

No update this meeting.

8.2 Independent Public Schools 2013 Update

Bruce

Bruce and Geoff attended the Authorities & Relationships session today (Wed 29/10).

The School Board session is scheduled for 0900 on Fri 31/10 at Tompkins on Swan (Melville Cricket Club) and will last for 2 to 3 hours. Only 1 participant plus the school principal is permitted to attend. Geoff will attend this session.

The Governance, QA & Review session is scheduled for 0800 to 1430 on Tue 04/11. Belinda would like to attend but will revert to Geoff. Kristie has also expressed a desire to attend (space permitting).

The first of January 2015 is the 'kick off' for IPS at KPS, however, there is a grace period for when all the necessary documentation (e.g. 3 year business plan) and arrangements are in place.

An article outlining the IPS process going forward and directing parents to the relevant area of the school's website for FAQ documents and further information will be included in the school newsletter being issued on Thu 30/10.

8.3 2013 School Satisfaction Survey 'Top 5' Update

Bruce

No update this meeting.

9. General Business

9.1 Changing the School Handwriting Font

Lesley

Currently, the VIC Modern Cursive font is used at KPS in line with previous WA policy which has since changed. It was suggested that a change to the NSW font would be beneficial as there were only 3 basic movements when using the NSW font which is better for students. There is no significant difference between NSW, QLD or SA fonts so transferability between states is better compared to VIC Modern Cursive. It was confirmed that the VIC Modern Cursive is not used anywhere else and it isn't particularly easy for young students so there are no perceptible benefit to students in using VIC Modern Cursive.

It was unanimously agreed that a staged implementation of the NSW font over several years could proceed starting with k's and p's in 2015. The implementation will be staged due to the available teaching resources/materials and in recognition of the handwriting skills of existing students.

9.2 Foreign Language

Kristie

A query was raised as to whether the foreign language offered should be changed from Japanese. It was noted that the existing language teacher, who is permanent, is Japanese. Agreed that there would be no change at this time.

9.3 School of Choice

Melanie

A query was raised as to whether any materials been prepared to 'market' the school. The main focus of the past few years has been in updating/upgrading the school website. It was noted that IPS status requires the school to prepare a 3 year business plan which encompasses what differentiates KPS from other schools.

We are required to have the 3 year business plan (DPA) in place by the end of Term 1 2014 (signed off by the board and the Director General of Education). Bruce, Lisa and Terence to start to prepare draft based on similar school DPA's and will have an 'away' session to start this (Fri 14/11 and Sat 15/11). Martha offered to provide a copy of East Vic Park's DPA which includes a section on performance management.

Action: Martha to provide a copy of the East Victoria Park DPA to Bruce.

9.4 Proposed Contributions and Charges

Terence

Terence tabled proposed amendments to the School Contributions and Charges for 2015. The major changes were:

- Incursions/Excursions : Pre-primary up to \$100, Year 6 up to \$50
- Swimming lessons : up by \$5 to \$55
- Social dance : will be back in 2015 as we will not have a dance teacher
- Camp : year 5 charge of \$20 is for the sleep-over
- PEAC : \$200 is the maximum that can be charged

A query was raised regarding cost allocation for seat belts in buses. It was noted that seat belts for school excursions are not currently a mandatory and/or regulatory requirement but that it remained the Principals choice. The main issue is booster seats for students under 8 years of age. It was confirmed that KPS always gets 2 quotes for busses, one with and one without seat belts. In general, the cost of a bus with seat belts was roughly double. For example, a 77 seater bus without seat belts costs \$467 per day. Quotes for busses with seat belts have been received : \$400 per day for a 24 seater, \$337 per day for a 47 seater and \$550 per day for a 56 seater.

Motion put:

To accept the proposed amendments to Contributions and Charges for 2015.

Moved: Kristie Young Krebs

Seconded: Belinda Moharich

9.5 Sandra Cook’s Retirement

Terence

Terence advised that Sandra Cook’s retirement event is currently scheduled for 1530 on Fri 12/12.

10. Meeting Closed 07:10pm

11. Next General Meeting

Term 1	Term 2	Term 3	Term 4
19 February	14 May	06 August	29 October Election of Office Bearers
19 March	11 June	10 September	26 November