



KENSINGTON PRIMARY SCHOOL BOARD

MINUTES

Wednesday, 01 August 2018 - Meeting 05/2018

Attendance	Bronwyn Jones (Principal), Nicole Austin, Andrew Cody, Brendan Joss, Megan Mehnert, Debb Dellar, Claire Backhouse, Susan Millar, Katja Gvozdenovic, Pharyn Thompson, Jeremy Hogben, Susan Lees, Lara Parson, Donatella Giansante(Secretary),		
Item Number	Topic	Discussion / Key Points	Actions / Person Responsible
1	Welcome (Chair)	Meeting Opening 5.32 pm 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 (Secretary)	Mark Thompson (Chair)	
3	Correspondence (Secretary)	NA	
4	Confirmation of Previous Minutes of meeting held 14 February 2018	Motion: That the minutes as circulated be accepted as an accurate record of the meeting.	Brendan Joss: note on the reward policy for attendance – the board supported the need for education on attendance. The other parts of the minutes are accepted.
5	Principal's Report (Principal)	5.1 Principal Report	
		Business plan goals. Getting a whole school approach on what we value most in values. Four of the school values are received from	Task force "Collecting thoughts"



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		<p>Department, but KPS should have our own (eg. perseverance).</p> <p>Start asking kids, parents and teachers and for the Board to compile shortlist to input into the survey.</p> <p>This approach also to be used to redefine current vision statement to match with values and guide decision making of the school policies and operations.</p> <p>Timeframe: next year review of the mission in line with values are defined by the output of survey.</p> <p>Survey in community.</p> <p>Generally survey every 2 years but now DoE stipulates which years (even). A new survey to go out in Term 4, in line with Department requirements that could be used to verify importance of values/goals. Preparation required to get it ready for school survey.</p>	<p>on values"</p> <p>Nicole Austin, Pharyn Thompson, Brendan Joss, Andrew Cody, Katja Gvozdenovic and Susan Lees.</p> <p>Team to come up with kids findings and present to next Board meeting.</p>
		<p>Terms of reference: department would prefer their ToR (eg P&C nomination).</p>	<p>Task force "Terms of Reference" to verify changes and if KPS wants to adhere to it.</p> <p>Team (Jeremy Hogben, Lara Parson, Megan Mehnert, Katia Gvozdenovic) to define when meeting for the scope.</p>



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Item Number	Topic	Discussion / Key Points	Actions / Person Responsible
		<p>Policy on photos during school events to be communicated:</p> <ul style="list-style-type: none"> - Parents taking photos can take photos but can't publish it. In any media. 	
6	Chair	<p>Board Members Focus</p> <ul style="list-style-type: none"> - Task forces list: Active vs passive Board to be left for discussion, based on the level of responsibility of the Board, the "Task forces" will actively support the Principal in sustaining the objectives of the BP and the role of the Board. - Feedback from Bronwyn on critical aspects of contribution. General conversation on how to fill skills matrix, will more effectively implement task force system. - Ideas on P&C and Board profiles to contribute 	
		<p>6.1 Definition of our Board actions/responsibilities based on Information package and self-reflection:</p> <p>Brendan and Clair discussed and proposed Board calendar and agenda including:</p> <ol style="list-style-type: none"> 1. things to be voted and ticked for review; 2. review of aspects of BP on a scheduled basis during the 	Preformat agenda approved by the Board.



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		<p>Board meeting. Literacy and social emotional areas as key areas review once each term. Others as needed in each meeting. This for the purpose of capturing all BP during the course of the year;</p> <p>3. finance to be reviewed every even meeting, as second of each term to facilitate preparation.</p> <p>4. Including a reflection during last term meeting on the Board program moving forward.</p>	
7	Business Plan 2018 / 2020	Closed as independent number topic.	
8	Previous Business	None	
9	P&C Report	<p>Back on track.</p> <p>Release community chest money for information campaign on effects of using screens.</p> <p>School camp funding decrease. This will impact on families and fund raising activities to fill the gap of the 20 to 30% cost increase.</p> <p>Year 6 committee working on proposal to support education camp grounds.</p> <p>Fine tuning financial reporting to match meetings and information.</p>	



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10	New Business	<p>10.1 Walking School Bus</p> <p>Proposed to be developed out of the board with target group.</p> <p>To be removed from Board agenda.</p>	<p>Katja Gvozdenovic</p> <p>Proposed work group between Board and P&C.</p> <p>Reference Travelsmart.gov.au to be considered.</p>
		<p>10.2 Annual Open Meeting</p> <p>Proposal on format, Date and Agenda as follows:</p> <p>Monday 3rd September, Board Meeting from 6 to 7 Senior Block , and open 7 , and 7.30 Art exhibition up to 9 pm.</p> <p>BYO and Board to provide Catering.</p> <p>First 30 min presentation from Board, P&C, Ducks.</p> <p>To be included in Invitations and advertised</p>	<p>Open meeting format and details are Approved.</p>
	Next Meeting	<p>10.3 Standards to be circulated for Board information.</p> <p>Feedback on 27th July Audit on old Standards, to be circulated for information.</p> <p>Details on Sun smart hat in NQS Standard.</p>	
	Next Meeting	<p>Potential nomination for Chair in light of Mark's projected resignation from this role but not from the Board</p>	



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	Next Meeting		
11	Board Meeting Reflection (Self-nominated)	OK	Susan Lees
12	Meeting Closed	7.15	



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KPS Board Meetings 2018

Term 1	Term 2	Term 3	Term 4
14 February	16 May	1 August	24 October
28 March	27 June	3 September	5 December

Annual Open Meeting	3 September
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