



## KENSINGTON PRIMARY SCHOOL BOARD

### MINUTES

Wednesday, 24 October 2018 - Meeting 07/2018

<b>Attendance</b>	Bronwyn Jones (Principal), Andrew Cody (Chair), Susan Millar, Jeremy Hogben, Susan Lees, Nicole Austin, Megan Mehnert, Debb Dellar, Claire Backhouse, Katja Gvozdenovic, Lara Parsons		
<b>Item Number</b>	<b>Topic</b>	<b>Discussion / Key Points</b>	<b>Actions / Person Responsible</b>
1	Welcome (Chair)	Meeting Opening 5:30pm  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)	Pharyn Thompson, Brendan Joss, Dontella Giansante	
3	Correspondence (Secretary)	Mark Thompson: Resignation email Brendan Joss: Feedback for discussion on survey	
4	Confirmation of Previous Minutes of meeting held 1 August 2018	Motion: That the minutes as circulated be accepted as an accurate record of the meeting.	First: Deb Dellar Second: Jeremy Hogben
5	Financial Report	N/A Only 2 <sup>nd</sup> meeting each term	
6	Principal's Report	2019: Looks like we may not loose class given the extra students picked up from Vic Park  Lisa Williamson – taking leave 12 months  Email downtime: Wording for autoreply to be provided to staff  Cluttered calendar discussions: Bahai was reduced to 30min in 2018, discussions about 2019 having 1 hour lesson every	



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		second week. Bahai teachers feel this would be harder for them. Discussions to continue.	
<b>7</b>	Business Plan Review		
<b>8</b>	Business Plan Priority		
<b>9</b>	Data Analysis	Question: regarding how is this distributed to parent body? – Business Plan	Suggestion to do Term 1 2 <sup>nd</sup> meeting nice to do a short presentation at P&C
<b>10</b>	P&C Report	<p>Wish list applications have closed and 19<sup>th</sup> November 2018 the executive will meet to look at these</p> <p>Screen Ages screening has been postponed until 2019</p> <p>Years of service Rebecca Watson has done 9 yrs of service, Gemma Spencer has done uniform shop for over 10 yrs of service</p> <p>Fundraising: Movie Night, PP BusyBee, DUCKS Camp</p>	



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11	Other Business	<p><b>Contribution and Charges</b></p> <p>The only increases with CC are:</p> <ul style="list-style-type: none"> <li>- SIM music with instrument hire not set by the school</li> <li>- Yr 5 &amp; 6 Sport participation as the venue for the Summer Carnival may change to Curtin Uni requiring bus transport instead of walking as we currently do</li> </ul> <p>CC Reductions:</p> <ul style="list-style-type: none"> <li>- Removal of Mathletics and Reading Eggs will enable the school to have time to look and trial alternatives. Currently the school covers a large proportion of the cost of these programs as not all parents pay and it is difficult to utilise the programs if only some of the class have subscriptions.</li> </ul> <p>Motion by Susan Lees : Acceptance of Contribution and Charges</p> <p>Second by: Lana Parson</p> <p>Accepted by all</p>	<p>Claire to change totals as do not reflect new costs.</p> <p>Bronwyn to find out the percentage of CC that have been paid for the next Board meeting.</p>
		<p><b>Personal Use Items list (Book list)</b></p> <p>Kindy – has increased from \$4 to \$40. This is because</p>	



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		<p>previously there was only 1 item - a book bag - and now includes, scrapbooks, and glue in line with other year groups.</p> <p>PP- is up by \$3</p> <p>All other year groups booklists have been reduced in price</p> <p>Motion by Deb Dellar : Accept the booklists</p> <p>Seconded by: Andrew Cody</p> <p>Accepted by all</p>	
		<p>National School Survey</p> <ul style="list-style-type: none"> <li>- Sections 1-3 are mandated and we are unable to alter these to add comment boxes</li> </ul>	Claire to swap Section 4 and 5 around and add a general comment or additional comment question
		<p>Open Board Meeting</p> <p>Best option to team with the Art exhibition each year.</p> <p>Good turn out with a positive vibe</p>	
	Working group	<p>Terms of reference</p> <p>Working group submitted proposal for changes with tracked changes</p>	All board members to look at track changed document and feedback by COB on Wednesday 31 <sup>st</sup> October 2018



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		<p>Changes to note:</p> <ul style="list-style-type: none"> <li>- Make up of boards desire a specific number rather than the up to or max number of board members</li> <li>- External Community members need to be from two categories - general and member of organisation related to the school (eg High School in network)</li> <li>- No longer have P&amp;C with a non-elected board member - they must be elected. This has always been department's stance but KPS previously adopted different terms of reference, discussion was best to take lead from the department to ensure no issues at a later date.</li> <li>- Decided we would stick with -7 Parent members, 1 General Community Member, 1 Community Member associated with School, 4 Staff and Principal (Board of 14)</li> <li>- Terms are not exceeding 2 years and can be re-elected for one further term only</li> <li>- Notice periods are unchanged and 60% makes a quorum (8)</li> <li>- If you miss 3 consecutive meetings you can be removed from the board - only other way is removal by DG of Education</li> <li>- Phone and email by consent to be recorded on the</li> </ul>	<p>Jeremy to make the changes discussed and redistribute prior to next meeting where motion will be put forward to accept.</p>
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		board register rather than just residential address.	
<b>12</b>	Board Meeting Reflection (Self-nominated)	Lara Parsons completed	
<b>13</b>	Meeting Closed	7:23pm	



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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

<b>Annual Open Meeting</b>	<b>3 September 2018 – 7.00 pm – Following Art Exhibition 2018</b>
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