



KENSINGTON PRIMARY SCHOOL BOARD

MINUTES

Wednesday, 05 December 2018 - Meeting 08/2018

<b>Attendance</b>	Andrew Cody (Chair), Susan Millar, Jeremy Hogben, Susan Lees, Nicole Austin, Megan Mehnert, Debb Dellar, Claire Backhouse, Katja Gvozdenovic, Lara Parsons, Pharyn Thompson, Brendan Joss, Dontella Giansante		
<b>Item Number</b>	<b>Topic</b>	<b>Discussion / Key Points</b>	<b>Actions / Person Responsible</b>
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)	Bronwyn Jones (Principal), Mark Thompson (resigned) Attending deputy principal Clare Brook.	
3	Correspondence (Secretary)	Allied Health Hub letter. (Attached) Curtin network to seek more government support services and optimize sharing costs for support to child development issues. Proved model to support access services for early years to early intervention to child development issues otherwise detected and assisted only at late stage through government department support with waiting list around the 12 months mark. Professional assistance to help explaining reports to teachers, with dedicated person allocated for the scope through the Hub. Curtin would be supporting as well with OT speech therapist, with early year intervention considering up to Y3 Curtin Network already signed MOU forward letter to Ben Wyatt. It is now requested that single school to endorse prepare letter to Wyatt to support in similar terms.  Board to endorse and comfortable for the letter to be forward to MLA. Unanimous agree.	
4	Confirmation of Previous Minutes of meeting held 24 October 2018	Motion: That the minutes as circulated be accepted as an accurate record of the meeting.	First: Nicole Austin Second: Susan Lee



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5	Financial Report	<p>Met minimum expenditure 96%</p> <p>Voluntary contribution 70 %</p> <p>Contribution scheme has been kept as they are to allow family to be able to afford</p> <p>P&amp;C 74 %</p> <p>Reserve account for furniture renewal, new photocopiers and other asset renewal.</p> <p>Roof repair is kept in Department of Education work budget.</p>	Board endorse
6	Principal's Report	<p>Department of Education: Focus 2019</p> <p>Business plan is meeting the requirement and in line with deliverables.</p> <p>Including Aboriginal Standard framework which has been adopted and consolidated.</p> <p>To be included new languages requirements for year 3 and 4.</p>	Actions are all in Business plan.
		<p>Allied Health Hub letter – a request from the Curtin Education Community network of schools to write to Ben Wyatt about establishing an Allied Health Hub in our network – exemplar letter attached. (see above)</p>	



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		<p>Cluttered calendar discussions:</p> <p>Bahai was reduced to 30min in 2018, discussions about 2019 having 1 hour lesson every second week. Bahai teachers feel this would be harder for them. Discussions to continue.</p>	<p>At this point no changes discussion are progressing.</p> <p>Katia suggesting just before lunchtime break. This to be verified with room availability.</p>
7	Business Plan Review	<p>Bright path target still to be uploaded.</p> <p>Reconciliation between BP and Naplan are demonstrating to be quite close. Outlines of results more understandable with Naplan.</p> <p>Survey:</p> <p>202 replies in 2017 112 replies in 2018</p> <p>Not as many responses as last year, maybe not pushed harder. Maybe end of Term 3 would be more effective.</p> <p>70 % parents rates opportunities at school are good or above = on target</p>	<p>Suggested prioritizing survey and alignment to Department requirements.</p>
8	Business Plan Priority	NA	
9	Data Analysis	NA	



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10	P&C Report	<p>Monday 3<sup>rd</sup> December was held last meeting of year.</p> <ul style="list-style-type: none"> <li>- Budget for next year.</li> </ul> <p>Funds raised in 2018 to meet everyone wish list and increasing requirement to come.</p> <p>Bit of cash to carry over for the future and community investment program.</p> <p>Budget to spent across the most interest for school community.</p> <p>P&amp;C has to check criteria to access the community investment program.</p> <ul style="list-style-type: none"> <li>- Envisaging new turnover of members beginning of next year.</li> </ul> <p>Possibly verifying new roles descriptions and responsibility definitions. Discussion on succession planning</p>	
11	Other Business	Contribution and charges	<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>



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	National School Survey	<p>Preliminary overview of results (more details in next year meeting)</p> <ul style="list-style-type: none"> <li>- Enrichment programs and criteria and general deliverables of extension works.</li> </ul> <p>Probably better communication of performance and achievements and on what is actually been extended without students knowing. Various extension program not just GATE.</p> <ul style="list-style-type: none"> <li>- Bullying.</li> </ul> <p>From students info on bullying is sitting only at 40 % but also emerged that they have been able to receive assisted response to it.</p> <ul style="list-style-type: none"> <li>- Expectation to do their best from students.</li> </ul>	Claire to swap Section 4 and 5 around and add a general comment or additional comment question.
	Values Survey	<p>Results</p> <p>Interesting diverse output form data analysis.</p> <p>Value committee to metabolise and come back.</p> <p>What is the purpose of the definition of the values and how they will be used to shape the objective of the Business plan and shaping kids future.</p>	



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	Working group	Terms of reference	<p>Thanks Jeremy!!! For great contribution to the document and following up from meeting.</p> <p>Changes of group meeting and captured.</p> <p>Rewording for Page 13 8.2 only reappointed for a single further terms maximum term.</p> <p>Guideline box reference point 1 probably not correct foot point. Last check.</p>
	School Development Days for 2019	First day of each term, plus two days before school starts and the day after school finishes (31 <sup>st</sup> January, 1 <sup>st</sup> February, 29 <sup>th</sup> April, 22 <sup>nd</sup> July, 14 <sup>th</sup> October and 20 <sup>th</sup> December 2019)	<p>Motion that we continue like this in year 2019 which are captured in calendar of term 2 and 3 and 4.</p> <p>Suggestion of marketing of reason for this choices.</p> <p>Check with OSH club or Bahai to support day off from parents perspective with segregated</p>



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			grounds. Board endorsed.
	School Review and Electronic School Assessment Tool		Referred to Bronwyn to next year meeting
12	Board Meeting Reflection (Self-nominated)	<p>Thank you to Nicole Austin for her great contribution to the Board and the school over these years.</p> <p>Reconsider the 5 pm start (first meeting 2019).</p> <p>Point of clarity on "split classes" (first meeting 2019).</p> <p>Marketing options for next year (newsletter and communication tools).</p> <p>Thought about information overload to parents and use and reading school app.</p> <p>Proposal for next year on school diaries. Open discussion for recommendation but not under rim of responsibility of Board.</p>	
13	Meeting Closed	7.20 pm	



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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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