



General Meeting – Monday 15 October 2018, 7:30pm - MINUTES

Present: Bronwyn Jones, Kelly Lang, Mel Bowden, Corinne Vinkenvleugel, Sarah Johnston, Shannon Kynaston, Sara Rose, Dave Thompson, Louise Flaherty, Nicole Austin, Vanya Taylor, Jen Young, Leanne Hill, Vicki McAllister

Apologies: Rebecca Watson, Chris Muir, Fiona Patten, Lara Parsons

| AGENDA ITEM | MINUTES |
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| 1. Confirmation of Previous Minutes of meeting held 10 September 2018 | Motion: That the Minutes as circulated be accepted as an accurate record of the meeting. Moved: Vanya Seconded: Sara |
| 2. President’s Report | Nil. |
| 3. Principal’s Report and Questions on Notice | See Appendix C. Also noted there have been two amazing mud kitchens donated to the school, a thank you is going in the newsletter. |
| 4. Vice President’s Report | Nil |
| 5. Treasurer’s Report | See Appendix A Freezer to go in uniform shop, so it is out of sight and not accessible by kids. |
| 6. Other Reports: Fundraising Grounds and Facilities Book Club and Library Memorabilia Music School Banking | <p>Profit for recent events includes \$2674.20 for athletics carnival (cake stall and lunch orders) and \$2490.83 for pop up bar.</p> <p>Disco booked for Friday 19 October, and will be held in the quadrangle. Enter at gate near library. Oshclub has been moved and undercover area is available in the case of bad weather. DJ will be invoiced (\$450).</p> <p>Movie night is being organised. Sponsors have been organised, trybooking is ready to go. Vicky – Shavari offered to cook Indian dinner for movie night with some money to be donated towards school. Concerns raised about the scale of the idea, although lovely. Also concerns around storage of food. Suggested alternatives – could do a small entrée or dessert, or cook for a smaller event (such as the graduation).</p> <p>Nil.</p> <p>-</p> <p>-</p> <p>See Appendix B</p> <p>Mel Bowden to take over role. Thanks Shannon on your work on this thus far.</p> |

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| Uniforms | - |
| School Board Rep | No school board meeting since last P&C meeting. Chairperson has resigned, new chairperson is Andrew Cody. |
| DUCKS | - |
| Sport | New netball posts are in, but one has been damaged already. Mark has been able to fix but the pin is bent (trying to chase up spare pins). Damage not caused by KPS kids. |
| Year 6 | Raised enough money to cover graduation book and end of year activities. May still sell icypoles to carry over money to next year or for school gift. One suggestion for a gift is new faction flags for sports carnival day. Another idea for lecturn, current one needs a bit of TLC. <i>Action: Leanne to speak to Tanya about teardrop flags.</i> |
| 7. P&C Correspondence: | |
| 8. Review Action Item List | See below |
| 9. General Business: | <p>Rebecca Watson is about to leave the school and would likely be due for a service recognition award. <i>Action: Jen to update the years of service document and organise certificates as required (before the end of year thank you morning tea).</i></p> <p>Mel queried scope of grounds and facilities role. Vanya provided background.</p> <p>Discussion around pre-primary busy bee. Expected to be a maintenance busy-bee, rather than large scale building works (which all agreed would better suit a wishlist application). Sarah queried whether any funds could be made available. Dave noted that there is a \$500 'nature play maintenance' as well as a \$500 'facilities and grounds working budget' allocation.</p> <p>Motion: That the pre-primary maintenance busy bee may be allocated a contingency budget of \$500.</p> <p>Moved: Nicole</p> <p>Seconded: Unanimous</p> |
| 10. Other Business | <p>Leanne noted that there are new 'no standing' signs on Fifth Ave. Parents have been increasingly using this area as a drop off area. <i>Action: Bronwyn to add a note in the newsletter.</i></p> <p>Discuss progress of wishlist progress. There have been about 7 or 8 submissions so far, with some still to come from staff. Reminder of dates agreed to:</p> <ul style="list-style-type: none"> • Wishlist – P&C Exec meeting Mon 5 Nov • Budget allocation meeting Mon 19 Nov. Summary of submissions sent to Exec and Bronwyn prior to meeting (Fri 16 Nov). <p>Basketball court resurfacing will be way too expensive.</p> <p>Steps uneven near senior block. <i>Action: Bronwyn to investigate.</i></p> |

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| | Junior Toilets / teacher toilet – confirm that this is a school requirement to upgrade if and when required, however they are currently in working order. There are other requirements (classroom carpeting and painting for example) that would be more urgent. |
| NEXT MEETING: | General Meeting – Monday 26 November |

ACTION ITEMS

| ACTION ITEM | PERSON RESPONSIBLE | STATUS | NOTES |
|---|------------------------------------|---------------|---|
| Reminder to class reps on 'planning to stay or leave' forms. | Jen | Done | |
| Organise thank you certificate for Little Banksia (and other sponsors / businesses). | Jen | Done | Thank you Shannon. |
| Request item for inclusion in newsletter re wishlist. | Jen | Done | |
| Request class reps to send email re wishlist. | Jen | Done | |
| Confirm with Della that expected P&C payments have been paid to the school. | Dave | Done | Confirmed by Bronwyn. |
| Make sign to advertise banking position. | Kelly / Shannon | Done | Mel taking position. |
| Clean out P&C cupboard in under cover area. | Vanya | Done | |
| Investigate storage / disposal of old paint / chemicals from P&C shed. | Vicky's hubby to organise disposal | Active | |
| Go through old fete scraps in P&C shed. | Kelly / Louise | Active | To be done on a Monday (for skip bin collection Tues) |
| Monitor WACSSO amending P&C constitution. | Jen | Ongoing | |
| Investigate possible grant applications from summary list of available WA grants. | TBA | Re-visit 2019 | Just needs a volunteer to investigate. |
| Organise screening of "Screenagers". | Vanya | Active | Cygnnet cinema tricky to liaise. Lifestream as alternative? |
| Organise someone to move freezer. | Vanya | Active | |
| Investigate safety of steps / area near steps near senior block | Bronwyn | Active | |
| Add something to newsletter re Fifth Ave drop offs. | Bronwyn | Active | |
| Speak to Tanya about teardrop flags. | Leanne | Active | |
| Investigate whether anyone is up for long service award for P&C in time for parents thank you event | Jen | Active | |

Appendix A

Treasurer's Report – Dave Thompson

Transaction Recording – Solutions One Account

| Type of transaction | Date | Amounts | Invoice No / Cash |
|---------------------|-------------|--------------------|----------------------------|
| Uniform Shop | 06 / 9 / 18 | \$ 612.21 | LWReid INV375991 |
| | 07 / 9 / 18 | \$ 37.00 | Online transfer |
| | 13 / 9 / 18 | \$ 440.00 | Online transfer |
| | 13 / 9 / 18 | \$1885.30 | WU INV200692 |
| | 14 / 9 / 18 | \$ 326.00 | Shop Rec 0064/0065/0066 |
| TOTAL | | \$ 1694.51 | |
| Athletics Carnival | 10 / 9 / 18 | \$ 367.40 | David Mundy Reimb |
| | 14 / 9 / 18 | \$ 1 374.25 | Cake stall |
| | 14 / 9 / 18 | \$ 234.00 | Lunch orders (coins) |
| | 21 / 9 / 18 | \$ 1 767.35 | Cash (sales) |
| TOTAL | | \$ 2 674.20 | Receipts |
| Book Fair | 05 / 9 / 18 | \$ 153.93 | WESTBOOKS INV 299462 |
| | 05 / 9 / 18 | \$ 2 121.70 | WESTBOOKS INV 299463 |
| | 14 / 9 / 18 | \$ 606.25 | Cash deposit |
| TOTAL | | \$1 669.38 | |
| POP UP Bar | 05 / 9 / 18 | \$ 213.00 | Kynaston Liq Lic Reimb |
| | 12 / 9 / 18 | \$ 200.00 | DJ Rosie INV 101 |
| | 13 / 9 / 18 | \$ 485.34 | Power Music INV00011305 |
| | 20 / 9 / 18 | \$ 2 177.54 | Try booking |
| | 20 / 9 / 18 | \$ 274.00 | Como Liq Pop Up Bar |
| | 21 / 9 / 18 | \$ 1 007.28 | Calneggia Bunker Bay Wines |
| | 17 / 9 / 18 | \$ 750.00 | Online transfer |
| | 20 / 9 / 18 | \$ 60.00 | Online transfer |
| | 21 / 9 / 18 | \$ 90.00 | Online transfer |
| | 24 / 9 / 18 | \$ 45.00 | Online transfer |
| | | \$ 300.00 | South Perth BC |
| TOTAL | | \$2 582.32 | Cash |
| Interest | 28 / 9 / 18 | \$ 2.79 | Online transfer |
| Chest freezer | 18 / 9 / 18 | \$ 325.00 | Park Appliances |
| Bank Fees | 03 / 9 / 18 | \$ 52.68 | Online transfer |

SEPTEMBER SUMMARY

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|-----------------|-------------|--|--|
| Closing Balance | \$39 403.01 | | |
| Opening Balance | \$37 850.27 | | |
| Profit | \$ 1 552.74 | | |

Dave

Appendix B

Music Report – Nicole Austin

A busy term for all things musical!

Band continues every Friday with a view to performing at the Graduation assembly in Week 10 and potentially at the Christmas assembly in Week 9. A reminder that all band students should be in the music room by 7:50am ready to start playing by 8am.

The junior choir is now auditioning for solo parts for the Christmas concert to be held on Wednesday, 5 December.

Welcome

Welcome back to a busy Term 4 which includes swimming lessons for all students from Pre-primary to Year 5, the Christmas concert and Year 6 graduation, amongst many other activities. The Term 4 planner was emailed out last week and is on the website and school app. Changes can, and do, occur so please check it regularly for updates.

Thank you to Ms Claire Backhouse for stepping into the principal role while I was on long service leave in the UK. Thanks also to Mrs Di Filmer for taking on the acting deputy principal role while Claire was acting principal. They both did a fantastic job.

Please note that Della Nuthall, Manager of Corporate Services, is on long service leave until 9th November. We are very pleased to have Sharon Mignacca fill in for her while Ms Janine Quill fills in for Mrs Mignacca in the office.

Lisa Williamson will be taking leave for all of 2019 so we will be advertising a fixed term vacancy for a deputy principal – student services soon. We wish Lisa a wonderful year.

P&C Art Award

Tomorrow at assembly, the winner of the P&C Art Award was announced. We will then report this in tomorrow's newsletter. Keep an eye out for this.

Level 3 Classroom Teacher – Alicia Taylor

Congratulations to Alicia Taylor for receiving her Level 3 Classroom Teacher recognition. Level 3 Classroom Teachers are exemplary teachers recognised and rewarded for their exceptional teaching practices. They play important roles in providing and supporting high quality teaching and leadership in schools. Miss Taylor was required to submit a written portfolio and facilitate and participate in a reflective practice session with her peers. She passed both stages on her first attempt.



Miss Taylor



Mrs Filmer

Award for Di Filmer

Congratulations to Di Filmer who was nominated for an ADHD WA award for her work with students with ADHD. She is a very inclusive teacher who differentiates the curriculum and motivates students to do their best. A well-deserved award.

Letter for Parents Students in Year 5 this Year

Please find attached a letter to parents of students in Year 5 this year. This letter explains what you must do if you wish your child to apply for a Gifted and Talented Secondary Selective Entrance Program in a public high school. Please note applications close on Sunday 10th February 2019.

Year 6 Graduation & Year 5/6 Social

In order to make it easier for parents, we have moved the graduation and Year 5/6 social to the same night. The Year 6 graduation will start at 5pm and the Year 5s will be invited to this and will perform at the ceremony. There will then be a half hour break where tea and coffee will be served with the graduation cake. The social will then begin at 7pm and finish at 9pm. The event will be held at the Lifestreams Christian Church in Como near Penrhos College and the Collier Park Golf Course, as it was last year. Please mark the 11th December in your diaries.

New Furniture

We have purchased new desks and chairs for S2 and S4. These new desks are able to be adjusted for height at the click of a button and they are individual desks rather than having two people seated at them, they only have one person. This means that desks heights can now be matched to the individual. The new chairs also stack better than those we bought last year. This now means that all Year 1-6 classes have had new desks and chairs over the past few years.

Classroom Planning

It appears our enrolments are down for next year again as we only have 40 kindergarten students (with an additional 20 spill over from Vic Park which will not continue into pre-primary the following year). So we believe we will drop a class again. We are now in the process of working out our staffing for this.

We would like to remind all families that they need to let us know as soon as they know, if they are not going to return in 2019. Also, if you will be returning late, we must have this in writing or we may not be given funds to educate your child(ren).

2019 Classroom Placement Requests

We will be working on class placements for 2019 this term. Parents who wish to raise particular student needs are invited to write to me with their request. It should be noted that this expression must focus on legitimate educational reasons and that there are no guarantees that requests will be met. It does, however, allow for consideration of parent views regarding class placement. Parents are asked to present **written requests no later**

than Friday 9 November 2017 (Week 5, Term 4). If requests are not in writing, they will not be taken into account when placing students.

Tip: Please don't ask for specific teachers as they may not be teaching the same year level they taught this year, or they may not even be at the school in 2019.

Responsibility for the placement of students rests with the principal.

Artist in Residence

We have confirmed that *Ecoburbia & Sandsculptures WA* will be our Artist in Residence this Year. They will be attending the week beginning 26th November. They will produce a large sand sculpture in the quadrangle and the children will all produce their own small sand sculptures. These will be on display for the Christmas Concert to allow everyone to see them before the end of the year. Below is an example of Tim Darby's work.

Their website is found at <http://www.sandsculpturewa.com/>

Thank you to the P&C for funding this program. We have tentatively booked a children's science writer for next year.

