



General Meeting – Monday 23 July 2018, 7:30pm - MINUTES

Present: Bronwyn Jones, Vanya Taylor, Lara Parsons, Nicole Austin, Louise Flaherty, Shannon Kynaston, Leanne Hill, Sara Rose, Mel Bowden, Kelly Lang, Sarah Ferguson

Apologies: Jen Young, Dave Thompson, Chris Muir, Fiona Patten, Kris Kotua, Susan Henwood

AGENDA ITEM	MINUTES
1. Confirmation of Previous Minutes of meeting held 18 June 2018	Motion: That the Minutes as circulated be accepted as an accurate record of the meeting. Moved: Louise Flaherty Seconded: Shannon Kynaston
2. President's Report	<p>Vanya has sourced costings for the Screenagers information night from the Cygnet (who are coming back with a better price), as well as the South Perth Community Hall (Civic Centre) @ \$35 per hour. The Civic Centre is available most Wednesdays in August and September.</p> <p>KPS will need to pay \$850 + GST for the licensing rights to the film, and the idea is to include South Perth, Collier and Como Primary schools for the evening.</p> <p>The movie is recommended for children aged 9 years and up.</p> <p>The P&C discussed the pricing of \$5 per head with a cake stall fundraiser if desired.</p> <p>The preference for date and venue is Wednesday 5 September, followed by 29 August at the Cygnet Theatre.</p> <p>Vanya also discussed the idea of starting up the 2019 Year 6 Fundraising Committee in Term 4 this year with the handover of icypole sales to Year 5. This is to facilitate an earlier start to Year 6 fundraising in order to maximise their efforts in time for Year 6 camp which is held in Week 8 of Term 2.</p> <p>Vanya and Kelly will complete the 2018 Wishlist process.</p>
3. Principal's Report and Questions on Notice	See Appendix E.
4. Vice President's Report	The installation of netball posts is still being organised.
5. Treasurer's Report	See Appendix F
6. Other Reports:	
Fundraising	See Appendix A
Grounds and Facilities	See Appendix B

Book Club and Library	See Appendix C
Memorabilia	-
Music	-
School Banking	The school banking procedures need to change due to a fraudulent incident that occurred recently in the Eastern States. The new procedure will require a laptop and 3 new people in Term 4 to transition with the current committee with a view to taking over in 2019. There will be no school banking next year unless a new committee is appointed.
Uniforms	-
School Board Rep	Lara presented the 2018-2021 School Business Plan and identified how the P&C supports the Board and the school. This included the P&C's budgeting process, known as the Wishlist. It was extremely informative and will be used in future years to induct new P&C members. The merits of the P&C presenting at the School Board's Open AGM meeting on Wednesday, 24 October were also discussed. The P&C need to actively market the need for new parents to get involved in the P&C to help share the load.
DUCKS	-
Sport	-
Year 6	-
7. P&C Correspondence:	
8. Review Rolling Action Item List	See Appendix G
9. General Business:	Motion: Moved: Seconded:
10. Other Business	Lara (School Board Rep) to present 'P&C Role in the School Business Plan'. The aim of the presentation is a general induction on the relationship between the School Board, the P&C and the School Business Plan and how the P&C contribute to the success of the school and the School Business Plan.
NEXT MEETING:	General Meeting – Monday 3 September

ACTION ITEM

NOTES

Dave Thompson	Confirm Year 6 and KPS Fundraising totals with Vanya
Nicole Austin	Check with Della if KPS can use any other blinds installation contractors on school premises with a view to sourcing more quotes.
Shannon Kynaston	Advertise for 3 parents to take over school banking in 2019 with a view to transitioning in Term 4.
Vanya Taylor/Lara Parsons	Market P&C success stories and encourage new members to come along to meetings.

Appendix A

Fundraising Report – Shannon Kynaston

Lapathon

- Total Raised for the Lapathon was \$4444.90 – (differs to treasurer’s amount of \$4467.00)
- Total expenses are \$160 for the powder, \$35.00 for misc and \$100.00 for the kids prizes
- Total profit - \$4,149.90

Next event

- Pop Up Bar planned for Friday Sept 14th

Appendix B

Grounds & Maintenance Report – Chris Muir

Have pencilled in with Phil Balding to move in more mulch in the nature play ground for Sat 11th August. This is provisional on City of South Perth getting back to us and agreeing on us taking delivery of mulch from their service yard same day.

Appendix C

Book Club & Library Report – Susan Henwood

P&C are organising a Book Fair this term. It has been booked for Monday, Tuesday and Wednesday 21, 22 and 23 August to coincide with Book Week. It will be run similarly to the book fair that was held in 2016. The books will be displayed in the library and available for sale before and after school. Parents will be able to purchase books for their children or to donate to the library. All donations will have an acknowledgement placed inside the book.

Westbooks will be providing a range of fiction and non-fiction titles. At the conclusion of the fair they will provide a voucher to the value of 20% of sales for Vanessa to spend at Westbooks.

I will be requiring some help to run the book fair (one volunteer per session and for set up and pack up) and will advertise this in the school newsletter shortly. I will also need to use the eftpos machine and one of the cash boxes.

Appendix D

School Board Report - Lara Parsons

The P&C Board Representative was unable to attend the last Board Meeting held on 27th June. The following items were tabled for discussion:

- Assessment and Reporting Policy
- School Uniform Information / Policy
- Quarterly School Budget Reporting
- Model School Board Terms of Reference document - includes a section about the nomination of P&C Representative

Minutes from the Board Meeting are available on the school website.

Appendix E

Principal's Report – Bronwyn Jones

Picnic Benches

We have ordered the four picnic benches and the 2-tiered bag rack and they will be installed soon. The picnic benches will be located behind the art room to create an enclosed outdoor teaching area accessible through the art room and the vegetable garden. This is naturally shaded by the buildings and the trees. The bag rack will be installed outside the art room so that the students in S4 can use it. Thanks to the P&C for supplying the funding for these.

Artist in Residence

In Term 4 we will have our artist in residence program running with a sand sculptor as we tend to alternate, year by year, between authors and visual artists. Next year we hope to have an author work with the children so we have begun following a lead provided by Lara on an author of children's fiction and science books. We hope that this may be able to be linked with either Book Week or Science Week in 2019. Thanks to the P&C for their continued funding of this program.

Art Exhibition

The annual Art Exhibition is being organised by Ms Loren Roso this year. It is set for Week 8 this term. You may like to organise the P&C meeting that week to visit the exhibition. We also thank the P&C for their continued support of the Art Prize for this event.

Speak with Confidence Awards

Congratulations to Jaegger and Maddy for representing Kensington PS at the Speak with Confidence awards. Thanks to the parents and Ms Millar and Mr Griffith for preparing the children for these awards. Jaegger spoke on body image and was then invited, along with a student from Manning PS, Meleina, to be interviewed for 720 ABC radio on this topic. Please check out the radio recording on the web address in the newsletter:

<http://www.abc.net.au/radio/perth/programs/focus/body-image/9935304>

Awards

We wish to recognise and congratulate Ava L in Year 6 for being highly commended in the Shaun Tan Award for Young Artists for her artwork entitled "Neil." You can see all the winning and highly commended works on the link below.

<https://www.subiaco.wa.gov.au/getdoc/f8642112-13cc-412b-8d1f-f81c0ab9151f/2018-exhibition>



We also congratulate Matthew A in Year 6 for winning the Upper Primary category of the South Perth Young Writers Award with his work entitled "The Souls". A copy has been placed in the library.



Philosophy

A group of our students attended a special philosophy workshop with Mrs Di Filmer. They excelled themselves, representing the school with distinction. They discussed the following topic – Is it possible to think of nothing? We thank the parents and students who attended, as well as Mrs Filmer for organising this great opportunity.



Peter Worley, Samuel A, Leo K, Andrew H, Noah C, Harper T and Akina R-S

Assessment and Reporting Policy

The School Board recently reviewed the school's new assessment and reporting policy. This can be found on the school's website in the policy section of the Information page.

Assessment for Learning

Megan Mehnert and I presented a session on Assessment for Learning at the network conference last Monday. This was well attended and we have had some follow up interest from a couple of schools. The session we presented was on the work the staff at Kensington PS are doing on minute by minute and day by day informal assessment to guide their teaching. They work in teams called "Teacher Learning Communities" to continue to embed their learning on this into their daily classroom practice with support from their colleagues and ongoing professional learning. You may remember our whole staff had a day of professional learning last year with Dylan William on this.

Classroom Climate Questionnaire

The Year 4-6 students will again participate in a survey about their classrooms from Curtin University. In addition a handful of junior primary classes will also participate. This gives the classroom teachers feedback on how the children feel about their classrooms so that they can target the necessary areas for improvement. Di Filmer, along with staff from other schools within our network also presented their work from last year at the network conference last Monday.

National School Opinion Surveys 2018

A couple of years ago the department implemented a policy that schools must survey their communities at least every two years. We surveyed the community in 2016 (along with all schools) and last year in order to prepare for our new business plan. This year the department has decided that they will stipulate the actual years that they must be done in and so we must do it again this year, even though we were not planning to do so. This will mean that we will offer an icy pole incentive to students who return a printout of the last page of the survey (thank you page) to show their parents have completed this. This won't happen until Term 4.

Attendance

As a strategy to meet our attendance targets, each term we will be rewarding students who have achieved at least 90% attendance with 10 minutes of extra play time. We will be working with families who are unable to meet this target to support them and, at least, to find out why their children were unable to meet this target. So, we encourage all families to aim to meet this minimum and to ensure when children are absent that the school is informed of the reason for the absence (this is a legal requirement) via the SmartLink app, email, note, in person or via the telephone. As was mentioned in a previous newsletter, the Telethon Institute has proved empirically that every day of school missed equates to a drop in standardised test scores such as NAPLAN. In other words, every day of school is important and contributes to student progress and achievement.

Upcoming Events

Cross Country, Athletics Carnival, the Massed Choir and Book Week will all occur this term. I will also again be taking the last two weeks of this term off to go to the UK to finish off my long service leave. Claire Backhouse will be the acting principal in my absence. Miss Lisa will also be taking two weeks of long service leave in Week 4 and 5 of this term. The acting deputy positions to cover these absences have not yet been decided as we have just called for expressions of interest and they will be decided based on the needs of the school at that time.

Appendix F

Treasurer's Report – Dave Thompson

KPS P&C 2018 Budget Available funds	Bud Amt \$ 47,789.35	Spent	Remaining
Recurring expenditure:			
5% contingency allocation	\$ 2,389.47		
Nature play maintenance	\$ 500.00		
Facilities and Grounds working budget	\$ 500.00		
WACSSO	\$ 1,000.00	(\$986.03)	\$13.97
Insurance - uniform contents	\$ 300.00	\$247	\$53.00
P&C Disco (previously \$300)	\$ 600.00		
Stationery	\$ 200.00		
In-Residence Program	\$ 5,000.00		
PE ribbons & medals	\$ 1,500.00		
Art Prize	\$ 250.00		
Auditor	\$ 330.00		
School banking competition– 3 x \$20 vouchers	\$ 60.00		
Library book replacement	\$ 1,000.00		
Futures Fund	\$ 5,000.00		
Community Investment Program	\$ 4,000.00		
School app licence fee	\$ 495.00		
DUCKS website annual maintenance fee	\$ 200.00		
Subtotal:	\$ 23,324.47		
Discretionary expenditure:			
Keylinks & Into Connector reading books	\$ 12,039.00		
7 Steps to Writing Success Professional learning	\$ 1,945.00		
Social/Emotional Learning (SEL) using Friendly Schools Plus	\$ 4,980.00		
\$2 classic novel sets for senior Chatterbook club	\$ 200.00	\$30.00	\$170.00
4 x aluminium seats for senior outdoor learning	\$ 4,000.00		
Storage rack for S4 school bags	\$ 1,000.00		
Deep freezer	\$ 300.00		
Subtotal:	\$ 24,464.00		
Total	\$ 47,788.47		
Remaining	\$ 1		

Appendix G

P&C Rolling Action Item list

Item No	Description	Priority	Responsible person	Date opened	Date due	Status	Notes
1	Continue to monitor WACSSO position on amending P&C constitution and update the constitution when appropriate	Medium	Secretary	01.07.16	01.07.19	Active	Dept of Commerce information
2	To call for parent volunteers to install 2 netball posts during the school holidays to avoid the \$480 installation cost to the school.	High	Vice-President	21.03.17		Active	Matt Allen has volunteered concrete and expertise in installation. May need help with removing old posts. New posts in P&C shed
3	Jen & Vanya to clean out P&C cupboard in under-cover area	Medium	President	02.05.17		Closed	
4	Volunteers needed to implement CIP initiatives	Medium	President	25.07.17		Closed	Screenagers this year.
5	Lara to finalise budget graphical representations for inclusion in newsletter and P&C notice board	High	P&C Board Rep	17.10.17		Active	
6	Leanne to share ideas re: digital photograph storage with Memorabilia committee	Medium	Sport	17.10.17		Active	
7	Investigate possible grant applications	Medium	Secretary	20.03.18		Active	Kristina sent Jen a summary of all available grants in WA; Jen still researching for best fit options
8	Send Bronwyn electronic copies of class rep list	Medium	President	20.03.18		Closed	
9	Informal meeting with Lesley / Deb (with PP1 and PP3 class reps) to discuss what might be possible work for a PP busy bee.	Medium	Sarah and Lara	20.03.18		Active	Sarah and Lara to talk to Adam Rushton and Phil Balding – earth moving equipment
10	Organise screening of "Screenagers".	Medium	President	20.03.18		Closed	