



Kensington Primary School

P & C Association

Minutes for Annual General Meeting held Tuesday 10th February 2015, 7.30p.m., Staff Room.

1. Welcome

Attendance: B Macauley, N Gallagher, N Austin, D Collins, L Parsons, D Mundy, T Noske, S Thompson, M Burling, K Shortland-Jones, K Trent, R Watson, J Safstrom, J Barrett, L Carver, S Henwood, S Dickson, T Steers, M Tibbitts, N Carey, A Wallace, M Bozich,

Apologies: C. Parker, S. Szczecinski, R. Hannay, K Mahar

2. Confirmation of Minutes of General Meeting held Tuesday 18th November, 2014

Motion: That the Minutes as circulated be accepted as an accurate record of the meeting.

Moved: T. Noske

Seconded: R. Watson

3. Action from previous meeting:

Item List	Report from:	Follow-up action taken / needed
Purchase of Budget items 2014	N. Carey and T. Noske	T. Noske went through items cf. Treasurer's report
Fundraising 2015	N. Carey	Item moved to President's report
Report on End-of-year Disco 2014	N. Carey for K. Law	\$618 ++ gave \$500 from icypole sales to Mrs Dewing who bought speakers. Over \$1000k raised
Literacy Workshops	N. Carey	Report attached at annexure A. N Carey to provide further report at the next meeting
Naturescape update	N. Carey M. Bozich	The program of works is ½ complete. Team Thompson – Rocky Creek bed, setting actual fossils into the concrete – being poured on 7 March. Mundy team – double slide. Susan Henwood painting sea container in plain colours. Team Steers, stage area. Maggie Dent coming to launch the Naturescape area prior to the movie night. Commencing at approx. 5pm. Want to do a powerpoint of all of the photos of helpers. Seeking someone to do the work. M Bozich thanked everyone who's helped
Movie Night	M. Tibbitts	7 th march – with prior activities starting at 5pm and the movie at 7pm. The screen arrives at about 5pm. The movie is Epic. The function is the year 3 fundraiser so we are looking to the year 3s for support.

Reminder for the P&C to review and possibly increase the voluntary contribution amount during 2015	A. Wallace	Mentioned and roll over to a later meeting.
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4. *Reports from current office bearers:*

a. Treasurer

Report attached at Annexure B

b. Principal

Report attached at Annexure C

Staff agreed but seeking community agreement to 24th April ANZAC dawn service. Want to change school day to commence at 6am, and end at about 11.30am . Dawn Service, followed by BBQ. Mr Pestana has ordered the iPads donated by the P&C. Rm 8 currently empty and being used for a trial homework program (run by external provider).

Questions on Notice	Response from Principal

c. Correspondence:

IN:

- Westbooks invoice
- KPS receipt for P&C donation
- General WACSSO correspondence

OUT:

d. Committee Reports:

i. Bookclub & Library

No report.

ii. Fundraising

- *Report tabled – see Annexure D.

iii. Grounds and Facilities

See comments item 3 above.

iv. Memorabilia

No report.

v. Music

No report.

vi. Uniforms

No report.

e. School Board Rep (verbal report with follow-up email)

The School Council met on Wed 26 November and key focus was the transition of the school to Independent School Status as at 1 Jan 2015.

- A resolution was carried for the Council to change its name on this date to the Kensington Primary School Board.
- Discussion and understanding of key elements of governance for the board including:
 - A Delivery and Performance Agreement . A signed tripartite agreement between the Director General of the Dept of Education, the school Principal and the Chair of the school Board. It essentially sets out the obligations of the Dept and the Principal, and to a lesser extent the obligations of the School Board.

- A 3 year Business Plan 2015-2017 which is currently being prepared by the School’s leadership team and representatives of the School Board. Essentially it shows the strategic priorities of the school and the high level strategies to get there and how these will be measured.
- A further 2 documents, an Operational Plan and a Workforce Plan will be prepared by the Principal. These plans will have regard for the objectives set in the Business Plan.
- The School Board meets for the first time in 2015 on Wed 18 Feb.

f. President

*Report tabled – see Annexure E.

5. *Election of office bearers for 2014:*

Thank-you to all the office bearers for 2014, who performed their roles with enthusiasm and commitment.

The following people were duly elected as office-bearers for 2014:

President	Samantha Thompson
Vice President	Rebecca Watson
Secretary	Alison Wallace
Treasurer	Tanya Steers
School Board rep	Kathy Shortland-Jones
Uniforms committee	*[Looking for office bearer] + Gemma Spencer, Nadine Donovan, Donna Sedgwick, Deb Kelly, Robin Wells & Marie Short, Natalie Gallagher
Fundraising committee	*Melanie Tibbits
Grounds & Facilities	*Melanie Bozich + Dave Mundy on committee
Music committee	*Julie Barrett
Memorabilia	Karen Mahar + Sharon Szczecinski on committee
Bookclub & Library	Susan Henwood
School Banking	Shannon Kynaston + Jenny Safstrom
Executive committee	*Catherine Parker, Julie Barrett, Melanie Tibbits, Melanie Bozich

6. *Creation of “Class reps” list for 2014:*

- A preliminary draft list of “P&C class reps” was created from volunteers amongst the meeting attendees (See Annexure F). Bruce to ask teachers to advertise vacant positions.

7. *General Business:*

Item	Raised by:	Information presented	Action taken by meeting
Facebook guidelines	N. Carey	We use WASSO guidelines for FB.	
Auditor	N. Carey	T. Noske agreed to follow up.	

8. *Other Business:*

N/A

9. *Meeting Close:* 8.57p.m.

Next meeting: 10th March, 2015.

Report on the Literacy and Numeracy workshops funded by the P&C

Due to the positive feedback and interest last year, the P&C are offering a full series of Literacy (in Term 1) and Numeracy (in Term 2) workshops for parents of all year groups.

The literacy workshops are being run by Diana Rigg, founder and CEO of PLD Organisation. She has a Master's degree in Education and Speech Pathology and extensive experience as a Classroom Teacher, Specialist Literacy Teacher and Speech Pathologist.

Diana is active in both consultancy and publishing. Understanding the challenges of a classroom puts Diana in the perfect positions to deliver quality products aligned with school learning systems. Extensive experience in consultancy allows her to develop products suitable for use in the home either as supplemental lessons or as part of a home schooling curriculum.

All workshops are from 7pm to 8pm followed by Q&A closing at 8:30pm. Tea and coffee will be on offer. Tickets cost \$5 per person. Sessions are:

Years K-PP Tues, 17 Feb

The Pre-Reading Phase: What are the key skills that need to be developed before reading occurs?

How can home and school prepare children for reading? What are these key pre-literacy skills and why are they important? The better prepared children are for reading, the easier they make the transition into early reading, spelling and writing.

Key topics: motor skills, oral language development, PS/sounding out ability, alphabet sounds etc.

Years 1-2 Wednesday, 4 March

Supporting Early Reading, Spelling and Writing

How can home and school work support reading, spelling and writing? How to facilitate spelling homework so that learning is maximised? How to support writing in the home? Early reading, spelling and writing is "hard" and exhausting and initially non-automatic. With this in mind, there is a range of reading, spelling and writing tasks and strategies for parents to support their child and boost skills in their child's weak areas.

Years 3-6 Tuesday, 17 March

Improving Spelling and Writing and Reading Comprehension

How can home and school work to support spelling, not oral reading but reading comprehension and written work? The session will aim to be very practical providing parents with simple but powerful ideas to integrate with homework, the school routine and home life.

The Numeracy workshops are in Term 2 with Dr Paul Swan these are being coordinated by Tanya Steers and Terrance Pestana.

Annexure B



Principal's Report to the P&C Association

10 February 2015

School Enrolment Numbers as at Friday 10 Feb 2015

Year Group	2014	2015
Kindergarten	74	57
Pre-primary	64	73
Year 1	64	68
Year 2	86	69
Year 3	55	82
Year 4	47	54
Year 5	37	31
Year 6	30	38
Year 7	18	
Total	475	472

The majority of our classes are full.

New Staff

We have one new teacher joining us this year.

Louise Glassborow

Yr 5/6

Room S/4

A new Chaplain - Ms Meng Chan has commenced on Mondays and Wednesdays. Steve Motteram has left the Chaplaincy to try his luck in real estate.

Louise loves the school, her class and working closely with Sue Millar.

Census

The school census is due this Friday. On this day the actual number of children is counted with special consideration for students with special needs, Aboriginal students and EAL/D backgrounds. The Department then multiplies these figures by a series of numbers and our budget for 2015 is determined.

For the first time schools will be given a notional amount of money to buy staff and pay for contingencies and utilities. Hopefully at the end of the year we have a black figure in the right hand column.

Independent Public School

As of the 1 of January the school became an Independent Public School. The School Council has officially changed its name to the School Board.

The staff are busy writing the School Business Plan 2015 to 2017. We are being assisted by Dale Collins and will hopefully have the finished product in the next month or so.

Literacy Workshops

The school and P&C have worked together to present Di Rigg to all parents over the course of this term.

Workshop 1 K-P parents look at the pre-reading phase Tues 17 Feb at 7.00pm

Workshop 2 - Year 1 to 2 parents will look at supporting early reading, spelling and writing. Wed 4 March at 7.00pm

Workshop 3 - Year 3 to 6 parents will look at improving spelling, writing and reading comprehension. Tues 17 March at 7.00pm.

Each session will cost \$5.

Class Meetings

Classroom teachers have been requested to set up a classroom meetings for parents to run through the classroom policies and procedures. These should be complete by the end of next week.

Parent/Teacher Interviews

It is proposed to close the school early on Wednesday April 1 for parent/teacher interviews. We are hoping to trial a speed dating style of meeting to ensure people are not kept waiting.

The school will close at 11.00am.

ANZAC Survey

Mr Pestana will be sending out a survey for parents to respond to about a proposed change to the school day on Friday 24 April. We would like children at school by 6.00am for a Dawn Service followed by a BBQ breakfast and finish by 11.30am.

This will depend on the support we receive from both staff and parents.

Year 6/7 Swimming

This year our Year 6 classes will be completing their in-term swimming at Cottesloe Beach. This will commence in Week 4 February 23. Notes have been sent home..

Anaphylactic Training

Our school nurse completed an epi-pen training session with all teachers and EAs this afternoon. Staff have been directed to the DoE's e-learning site for access to their training package.

Swimming Training

Before school training will start next Monday at Kent Street SHS at 7.45am.

Thank You

Thank you to every parent who has helped out in the school grounds over the last few months. The playground, lawns, garden and surrounds (including the new world map) are all great things for your children to enjoy.

iPads for Teachers

The iPads for classroom teachers have been ordered and will arrive shortly. Staff are very appreciative of this gesture from the P&C.

P&C FUNDRAISING REPORT

TO: KENSINGTON PRIMARY SCHOOL P&C ASSOCIATION

FROM: JULIE BARRETT FUNDRAISING CO-ORDINATOR 2014

DATE: 10TH FEBRUARY 2015

KPS FUNDRAISING SUMMARY 2014

KPS P&C Fundraising Summary 2014					
Date	Event	Year Group	Income	Cost	Profit
18-Mar-14	Movie Night Cygnet	K1, K2, K01, K02	\$ 2,135.05	\$ 685.00	\$ 1,450.05
28-Mar-14	Sassy Cookie Breakfast	Fundraising Coordinator	\$ 1,020.00	\$ 550.00	\$ 470.00
28-Mar-14	Girls Headbands	PP & Fundraising Coordinator	\$ 236.00	\$ 118.00	\$ 118.00
05-Apr-14	Election Sausage Sizzle	S3, S4	\$ 1,153.85	\$ 481.09	\$ 672.76
05-Apr-14	Election Cake Stall	S2	\$ 1,048.00	\$ -	\$ 1,048.00
05-Apr-14	Election Busking	S2	\$ 52.90	\$ -	\$ 52.90
08-Apr-14	Bulb Fundraiser	Fundraising Coordinator	\$ 1,375.00	\$ 962.50	\$ 412.50
11-Apr-14	Easter Raffle	Rm 8,9,10	\$ 1,126.00	\$ -	\$ 1,126.00
11-Apr-14	Subway Lunch	Marie Short	\$ 1,701.00	\$ 1,458.00	\$ 243.00
30-Apr-14	Ogilvie Mother's Day	Fundraising Coordinator	\$ 218.50	\$ 156.09	\$ 62.41
09-May-14	Mothers Day Raffle	Rm 1,2,3	\$ 1,342.00	\$ 72.22	\$ 1,269.78
01-Dec-14	Entertainment Books	Tanya Elson	\$ 338.00	\$ -	\$ 338.00
13-Jun-14	Lapathon	Fundraising Coordinator	\$ 9,136.95	\$ 152.50	\$ 8,984.45
07-Aug-14	Mulch Fundraiser	Jenny Brittain	\$ 3,998.00	\$ 3,080.00	\$ 918.00
15-Aug-14	Scitech Night	S1	\$ 8,642.90	\$ 4,192.03	\$ 4,450.87
22-Aug-14	Readathon	Fundraising Coordinator	\$ 2,700.15	\$ 558.54	\$ 2,141.61
22-Aug-14	Westbooks 20% Aug offer	Fundraising Coordinator	\$ 430.00	\$ -	\$ 430.00
05-Sep-14	Athletics Cake Stall	Rm 1,2,3	\$ 1,217.50	\$ -	\$ 1,217.50
05-Sep-14	Athletics Lunches	PP	\$ 328.50	\$ -	\$ 328.50
05-Sep-14	Athletics Coffee	Fundraising Coordinator	\$ 50.00	\$ -	\$ 50.00
24-Oct-14	Music Under the Stars	Fundraising Coordinator	\$ 4,750.15	\$ 921.88	\$ 3,828.27
07-Nov-14	Quiz Night	Rm 4,5,6,7	\$ 6,050.00		\$ 6,050.00
15-Dec-14	End of Year Disco	S3	\$ 618.00	\$ 93.50	\$ 524.50
15-Dec-14	Icypoles Disco	S3, S4	\$ 560.00	\$ 60.00	\$ 500.00
18-Dec-14	Cleanskin wine drive	Fundraising Coordinator	\$ 115.00		\$ 115.00
01-Aug-14	Infinite	Money for Jam	\$ 250.00	\$ -	\$ 250.00
07-Nov-14	Aussie Farmers	Money for Jam	\$ 1,140.94	\$ -	\$ 1,140.94
18-Aug-14	Bubbler Deals	Money for Jam	\$ 57.55	\$ -	\$ 57.55
01-Jan-15	Landscape Systems	Money for Jam	\$ 200.00		\$ 200.00
01-Dec-14	Kids art Christmas cards	Dale Collins	\$ 392.50	\$ -	\$ 392.50
					\$ -
					\$ -
					\$ -
			\$ 52,384.44	\$ 13,541.35	\$ 38,843.09
Date	Event	Year Group	Income	Cost	Profit

vouch

Mrs D

Suggestions for 2015 Committee

Traditional Fundraising Activities by Year Group:

Kindy	Cygnets Movie Night (Term 2)
Pre-primary	Athletics Carnival Lunch/Sausage Sizzle
Year 1 (Rooms 1 & 2)	Athletics Carnival Cake Stall
Year 2	Easter Raffle
Year 3	Event (2015 Outdoor Movie Night)
Year 4	Scitech Family Night
Year 5	Mother's Day Raffle
Year 6	Sausage Sizzle/Cake stall
Year 6	Icypole stand Disco
Committee	Event e.g. Quiz Night/Car Rally/High Tea/Sundowner
	Entertainment Books
	Read-a-thon & Lapathon
	Kids Art Cards
	Money For Jam
	Drives such as mulch, wine etc.

Ongoing- Entertainment Books

Money for Jam: Landscape Systems, South Perth Travel, Steve Davis Real Estate, Roadrunner Signs, WA Tree Guys, Empire Raised Garden Beds, Infinite Energy, Ford House, Stuck on you, Simply Sweet Soirees, EziCover book covers, Bubbler, Aussie Farmers Direct and hopefully more businesses in the future.

Note: Landscape Systems has done 2 landscape constructions as a result of the Money for Jam promotion, for which they will be donating \$100 for each one – total \$200. Simon Mahar

Athletics day lunch: to be discussed further sausage sizzle or catered and cake stall

Suggestions for this year:

- Scholastic Book Fair (parents buy books for library)
- Start cookbook in preparation for School Fair in 2016
- Lap-a-thon (alternate years with the read-a-thon)
- Maybe have a break from Scitech and do an alternative social night for example Music Under the Stars add more food stands, maybe have a year group run a sausage sizzle and drink stand.
- Cleanskin Wine Drive for Father's Day (minimal work)
- Bunnings Sausage Sizzle

Events already scheduled:

Outdoor Movie night 7th March 2015

Ongoing fruit donations from Aussie Farmers Direct for Walk or Ride to School Days. Steve and Lisa from Aussie Farmers Direct Steve.Lisa@AFDfranchisee.com.au are happy to provide apples for Walk to School Day. Mrs Stanford to inform them a few weeks in advance of when she would like them to hand out apples. Steve's Mobile number is 0403 307073

P&C Meeting Feb 2015: President's Report

Welcome to first P&C as an independent school. Congratulations Bruce.

Thank you's

Firstly to Rox Hannay and Nat Gallagher. While Nat has been looking after the bookclub and Rox the uniform shop for many years, their input and knowledge on the P&C is has been incredible valuable.

Next are last year's high achievers – Julie, Melanie x 2 Tanya. Wow you have all achieved a lot. Thank you.

And final all those people whose input is not so visible, but who get on with the job and whose roles are essential in running a healthy and happy P&C – Alison, Rebecca, Trevor, the banking and Archives teams, Dale, the uniform crew, all the class reps and 20 or so regular families how have labored so hard on the grounds. It has been a pleasure and great learning experience for me working with your all.

Recommendations for the future

I would like to let you all know there are now job descriptions for most roles including class reps.

One of the biggest changes to the class rep's role last year was not having to forward P&C emails. Bruce and the office staff have agreed to forward all P&C emails plus we now have our facebook page to keep families informed of the latest news and events. This allows class reps to focus on the fun stuff and when they do need to send out a flurry of emails (i.e. organising their year group activity) there is a good response.

As a P&C last year we all asked a lot of the community from working on the grounds and many fundraising activities and events to support with grants and lots more. While the efforts of all involved were outstanding, the feedback I and the Council received was "great work, love the outcome but can we have a quiet year in 2015".

With the fete due next year, I think the focus should be on the few big items regular items that everyone loves. If we have another year of asking people for something in 2015 – I fear it will be to the detriment of the fete in 2016.

However more importantly, we are now an Independent School, this will be Bruce and the school's primary focus this year and the P&C efforts each year do involve all the school including the staff's time. My recommend is that 2015 is a great year to look at some big picture stuff and forward planning for the fete and working out how to support Bruce and School Board's business plan for the next 3 years.



**Kensington
Primary School
P & C Association**

CLASS REPS – P&C 2015

Year	Room	Rep's Name	Email address
K1	Vista St (MWF) Mrs Brown	Kathy Shortland-Jones	
K01	Onsite (MWF) Ms Smith / Ms B		
K02	Onsite(TThF)Mrs Palmer / Ms B		
PP1	PP1 Mrs White (x2)		
PP2	PP2 Mrs Harris		
PP3	PP3 Mrs Dellar	Leanne Coles-Carver	
1	1 Miss Hasson	Narelle Ellison	
1	2 Mrs Both		
1	3 Miss Halim	Laura Beatts-Ratray	
2	4 Miss May		
2	5 Miss Fowler		
2	6 Miss Taylor		
2 / 3	7 Miss Lally/ Mrs Bennett	Nicole Wilson	
3	8		
3	9 Mrs Bushen	Sheila Dickson	
3 / 4	10 Mrs Palmer	Bronwyn Moloney	
4	S1 Mrs Nicholas / Mrs VanAurich	Cara Finch	
4/5	S2 Mrs Skinner		
6	S3 Mrs Millar	Julie Barrett	
6	S4 Mrs Glassbrow		