



KENSINGTON PRIMARY SCHOOL BOARD MINUTES

Wednesday 2nd September, Meeting 06/2015

1. Welcome: 5:10pm

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:

Fiona Reid

3. Attendance:

Belinda Moharich, Dale Collins, Lisa Williamson, Alicia Taylor, Rhonda Skinner, Lesley Harris, Terence Pestana, Susan Lees, Fiona Reid, Kathy Shortland-Jones, Mark Thompson, Melanie Noid, Susan Tremain, James Ramsay

4. Correspondence

In: Letter from the Department of Education received 31 August 2015 – The Department has received the Delivery and Performance Agreement for Kensington P.S. and Sharon O'Neill has accepted and signed it.

Out: Nil

5. Confirmation of Minutes of Previous Meetings

The Board confirmed the minutes of the meeting of 05 August 2015.

Moved: Dale Collins

Seconded: Mark Thompson

6. Feedback from P&C Meeting

Kathy

6.1 Family Contributions

The P&C voted to increase its voluntary contribution payment from \$40 to \$60 per annum/per family as of January 2016. This is the first increase in a very long time. 86% of families paid the voluntary cost in 2015, which is terrific.

6.2 DuCKs (Dads united for the Children of Kensington)

The P&C discussed the DuCKs possibly charging money for events, as official and legitimate payments rather than 'donations'. Insurance is still an issue; spoke to legal representatives with a suggestion of a disclosure – ongoing discussion.

6.3 Issues from Parents

The principal has requested that parents approach her directly if they have any concerns about teachers, educational programs or plans for 2016.

7. Business Arising from Meeting held Wednesday, 05 August 2015

7.1 Terms of Reference

The purpose of this agenda item is for the New Board to re-endorse the Terms of Reference. There was a thorough discussion about this document and the following amendments were suggested.

- Clause 6.3: Change “The number of members of the Board will be fifteen” to “The number of members of the Board will be a maximum of fifteen”.
- Clause 6.5: There is to be a higher number of parent representatives than staff representatives
- Clause 11.2 and 11.3 – to revise the wording around the notice obligations for motions.

The current Terms of Reference for motions requires 5 days notice. There is no obligation under the Act nor is this workable for a voluntary board that meets only twice per term. Many motions arise from the course of the agenda discussion in the meeting. Terms of Reference to be refined to reflect a workable solution. A suggestion that agenda items of significance provide context in advance of meeting.

Action: Mark Thompson - draft Clauses 11.2 & 11.3 and provide to Belinda.

Belinda revise master document for all 4 clauses.

Board - Re-endorse revised Terms of Reference at next meeting – Wednesday, 28 October.

Action: Belinda: For the beginning of 2016, there will be a new schedule drafted to identify items and dates of review of Board accountabilities from the Delivery & Performance Agreement.

7.2 Vacant Seventh Position on School Board

Following the recent call for board nominations in Term 2, 2015, there were only 6 parent nominations. All were elected as representatives to the Board, with a seventh position vacant. Subsequently, there have been approaches from other parents in respect of the seventh position.

The Board's Terms of Reference provide the process to handle vacancies and the Board's aim is to ensure the process is carried out in respect of these terms and with transparency.

The discussion canvassed whether we should have fifteen members or to continue with fourteen. It was agreed that we would fill the vacant position and all parents would be invited to nominate. The timing of the new election was discussed with respect to either an election in Term 4 2015 or Term 1 2016. As there is only one formal meeting left for the school year it was proposed to call for nominations at the next election time/cycle (February, 2016).

Motion to put to Vote: The Board acknowledges the vacancy of a parent position on the Board and to invite nominations from all parents. The School Board to resolve in Term 1, 2016 with the successful member receiving a term of 2 years.

Moved: Belinda Moharich

Seconded: Mark Thompson

Vote: Majority in favour 12:1

7.2 Business Plan

Action: Kensington P.S Administration began preparation of the Business Plan when Kensington was recognised as an Independent Public School. A business plan is required as part of the operating arrangements as agreed with the Department of Education in the School's Delivery and Performance Agreement. Since late 2014, the Business Plan has been prepared in collaboration with the teaching and non-teaching staff and members of the previous School Board.

The current Board prior to the meeting had the opportunity to read through the plan. Dale presented a one page overview of the Business Plan that summarises the priorities and strategies to assist with communication of the detail. A comprehensive feedback session was held at the meeting of which the below recurring themes were captured as suggestions to improve the plan. Lisa foreshadowed that the school administration is receptive to amendments to the front section of the plans but would need something very significant to change the table given the detailed process involved to date. Suggestions:

To simplify the detail.

Provide a narrative or context.

Improve the cohesion between the front parts of the document (pages 1-2) and the detailed table.

Visual depiction and alignment between vision, values, objectives & outcomes and using these in the correct context.

Showcase enrichment opportunities and demonstrate how we differentiate ourselves to other schools.

Still demonstrate the Department of Education requirements.

Motion: Business Plan to be finalised by the next meeting and any amendments to be in the agenda with 7 days notice.

Moved: Belinda Moharich

Seconded: Susan Lees

8. New Business

8.1 Vacant 7th Position on School Board

Belinda

This item was handled under item 7 above.

9. Meeting Closed: 7:26pm

10. Next General Meeting:

Term 1	Term 2	Term 3	Term 4
18 February 2015	06 May	05 August	28 October
18 March	03 17 June	02 September	25 November