

Kingston Primary School

School Community Association

Meeting Monday 20th February 2017

Meeting opened @ 6:34pm

By Chairperson: Alicia Townsend

Present:

Emma Etherington, Alicia Townsend, Georgie Sloan, Amy Millhouse, Tania Virieux, Vicki Bygrave, Dorothy Raymond, Deb Kingston, Carolyn Dunstan, Andrew Nash, Jodi Enright, Natalie Williams

Apologies:

Claudia Nevah

Minutes from meeting held Monday 5th December 2016, true and accurate record of proceedings

Moved: Deb Kingston	Seconded: Georgie Sloan
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Business arising/Actions:

1. School budget – table in General Business
2. Association yearly plan – action needed for lead in to AGM
3. Walking school bus – nil to report
4. Meeting dates: (AGM date needs to be set and ad placed in KC)

20 th March	AGM 3 rd April	15 th May	19 th June
21 st August	18 th September	16 th October	20 th November
11 th December		(No July meeting)	

5. Breakfast club -

Dorothy Raymond to contact and discuss issues with Lauren Berry (MWEW Health Promoting Schools Officer) and Angela Kadziolka. A decision will be made with clear guidelines for all parties prior to the commencement of school 2017.

Dorothy Raymond (as Acting Principal) proposed that until feedback from the new MWEW Health Providing Officer is provided, that KPS Breakfast club will only offer water and plain milk as drinks.

Correspondence in:

Cheque x 3

Correspondence out:

Email confirmation – Social Circus (Christain)

REPORTS:

School Association Meeting – Monday 20th Feb.

Principal's Report

- Leadership change – Dorothy Raymond Acting Principal for Terms 1 and 2, while Dave Kilpatrick is acting Principal at New Town High. Andrew Nash has stepped up into Acting Assistant Principal role. Andrew's Acting AST role wasn't replaced, instead we were able to keep more support across the school. Ros Lucas was able to remain 4 days on Flying Start (instead of being reduced to 3), Chris Anagnostis was able to have 5 days as Support/ AST, instead of 4 and Carolyn Dunstan and Andrew Nash have 5 days to support teachers from K-6, rather than 4 each.
- I'm very happy with how the year has started across the school. Lots of happy, engaged students.
- Two excellent Professional Development half days (first Monday and Tuesday) helped us focus on –
 1. Curriculum – Writers Notebook (by interstate professional Keay Cobbin) which was held at Margate Primary and also included Snug Primary staff.
 2. Student Support – Continuing the Trauma Network Meetings with Illawarra and Blackmans Bay we looked at how to really get to know our students and help them settle in to their new class. Tasmanian presenters Sonja Vanderaa and Ros Cocker also helped teachers address identification and support of Gifted Students.
- New Staff have fitted in really well. Collaborative grade team meetings have started where teachers are following whole school scope and sequences where the curriculum is mapped out across grades in a graded sequence. This is continuing the excellent work done by staff last year. New staff are being supported in these collaborative teams by the continuing staff!
- We have welcomed 8 new teachers. A real energy boost for the school. Chris Anagnostis, AST/ Support Teacher, Stephanie Neal (sharing Grade 1 with Kathryn Gray), Simon Clifford (3/4), Joshua Durno and Brett Best (3/4), Lorin Ross (4/5), Fred Lutjens (5/6, Terms 1 and 2), and Robyn Skinner, Japanese. We also have a School Nurse 1 day a week, Emma Middleton. Our School Chaplain, Jeanette Rovers, returns from Maternity leave, (Monday and Thursday).
- Even though we are paying a bit more to make sure our teachers and students are supported, including extra TAs to help the Prep students settle in, we still have a healthy budget, which I will attempt to look after!!
- We've had a very busy first two weeks and I was very happy to be able to go ahead with last year's idea to do a Re-enactment of the Evacuation Walk from the Old Kingston State School to Kingston Beach. I'm pleased to say students were superb and we got them back in time to catch the buses! Media coverage was good and students responded to the fact they needed to be 'good' for the cameras! WIN news and Southern Cross both ran our story on Tuesday night last week. The Kingborough Chronicle and the Mercury will both have something in tomorrow (Tuesday, 21st).
- In last week's Assembly we continued our Whole School focus on Social Skills. This month we are focusing on 'Keep it Small' and 'Use the Calming Card'. Andrew Nash, Chris Anagnostis and Joshua Durno presented a very entertaining role play for all the school! We reminded the students of the Skills we have already taught so they can keep practising. Respectful Language and Behaviour. Manners Matter, Think Before You Speak, Prove You Can Move, The 4 Ss – Straight, Silent, Sensible and Smiling! Hands and Feet to Self and It's not a Joke to Provoke.
- Next week's Whole School Assembly will be a culmination of our focus on the '67 Bushfires. There will be video footage of our Re-enactment Walk, as well as Doug Cooper talking about how he led the students with a tennis net. There will be a guest speaker and presentation of student work.

- Car Park – After another parent complaint to the Minister late last year, Mark Bowerman, from the Department came to visit before school started to have a look. He saw the proposed changes on the diagram/map, based on ideas discussed at School Association meetings last year. His e-mail back to me was ...' In regard to the car park safety proposal, I will include it as a \$50,000 project in our February additional minor works submission. If it was to get endorsement, I think it best to then have a traffic engineer consultant engaged to review the proposal as well as potentially modify to ensure appropriate standards are being met. I will let you know the outcome of our submission when we receive advice back from budgets'.
- Bus Lines – A new system of getting students down to the buses in the afternoon has been implemented to alleviate rushing, running and accidents! Students who catch a bus will leave class 5 minutes before the bell. They will line up in their play area with a senior staff member wearing an orange vest. They will then be walked down to the bus and have their name ticked off the list, before they get on the bus.
- Recess and Lunch changes – Recess is now back to 20 minutes (11.00 – 11.20) and lunch 40 minutes (plus 10 minutes eating time), 12.40 – 1.30. We have saved some designated duty time for teachers by doing this, but the saving has been put back into teachers running Fun Activities for students to opt into. So far we are offering Games room in ECE, Computer games (Primary), Library every day, Little Bush cubby building, Walking Club and lots more ideas to come eg Coding, Running Club, Chess Club, Craft Club,
- Newsletter – Dave signed a contract with SchoolZine to run our Newsletter. This is a 12 month contract. Maree and Sandra are looking into all the implications eg how we cope with a fortnightly publication, what we do with families who still want hard copies as opposed to on-line, how else can we use the system? We will introduce the new system when everyone has worked out the best way forward with this important School-Parent communication.
- Welcome Back BBQ. Staff have been reminded and will again be reminded about attending if they are available. I'm looking forward to welcoming everyone back for a great year and meeting all the new families.

Moved: Georgie Sloan	Seconded: Deb Kingston
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Treasurer's report: Deb Kingston

2016 Opening balance: \$9, 538.89

Closing balance: \$18,240.43

Second account opening balance: \$1000.00

Closing balance: \$1000.03

Moved: Vicki Bygrave	Seconded: Amy Millhouse
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Uniform shop: Jodi Enright

A very busy start to the year and sales are still high. Stock levels remain good with a few items needing to be re ordered.

A reminder to staff that if people are in need, please approach Jodi for help with providing second hand uniforms, including shoes. Some spare second hand items may be able to be donated to kinder for students who require changes at school and the office may also be in need of some items.

Jodi thanked all the volunteers who helped out during the 3 book/uniform sale days and continue to help out.

Fundraising Committee:

Welcome Back BBQ this Friday (24th), rough draft of roster passed around. Emma asked Dorothy to source 8 staff volunteers for between 5 & 7 + anyone available for setup of heavy items.

On the plans for year:

Easter Raffle

Mother's Day Stall

Walkathon

Plans for fair 2018. Emma & Alicia asked Dorothy to seek staff opinion on March vs November date.

Canteen: Alicia Townsend

All going well so far, with sales good. The change of break times makes recess difficult to serve everyone in 20min window.

Motion:

Canteen proposes to provide Breakfast Club with a \$20 donation per school week for the full 2017 school year, as per previous years agreement.

Moved: Alicia Townsend	Seconded: Vicki Bygrave
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Motion:

That Alicia Townsend has approval to open up an everyday account with 2 debit cards attached, for canteen purchases and deposits. A separate spreadsheet will be maintained by the canteen coordinators and provided to the association treasurer monthly, prior to association meetings.

Moved: Georgie Sloan	Seconded: Vicki Bygrave
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GENERAL BUSINESS:

1. WELCOME BACK BBQ→ Friday 20th

As per discussions earlier in meeting. All organised and ready to go. Social Circus is confirmed for the entertainment, food and beverages are ordered. Roster needs a few additions

2. SCHOOL BUDGET→ Presented for approval by Dorothy Raymond

Query from room - cost of schoolZine contract? (2801?)

Dorothy to forward information in relation to query and budget will become an out of session item for approval

3. SCHOOL POLICY DOCUMENTS→

Emma has discovered that several policies are out of date or due for review this year. Out of date policies:

Dog	MWEW	Sunsmart
Computer usage	Drug & Alcohol	

March meeting will be focus on discussion of these policies. As computer policy has been sent home and signed this policy will need to be presented for approval at the March meeting. March 20th.

4. UNIFORM POLICY→

The staff are seeking 2 amendments to the policy.

- a. Girls not being allowed to wear leggings/tights under the summer dress, &
- b. The sports uniform

- a. The school has had many calls in relation to why students are not permitted to wear tights/leggings under the summer dress. Some query this on cultural grounds, some because of modesty and some because of cold weather.

Full round table discussion had where it is noted concern raised about changing a policy that had been presented to staff and the association twice prior to being passed. Discussion around reasons for this as general concensus being the tights do not look nice under the summer dress and a winter dress + long track pants are part of the approved school uniform.

Motion:

Dorothy Raymond proposes to make an amendment to the KPS School Uniform Policy 2016. The phrase:

“, stockings/leggings (dark blue or black only) under the winter tunic only”

to be replaced with:

“dark blue or black stockings/leggings are permitted under school dresses”

Moved: Dorothy Raymond	Seconded: Vicki Bygrave
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Carried.

Emma Etherington and Amy Millhouse would like it noted that they are against this motion in principle only.

The school association advises Dorothy Raymond that the amended School Uniform Policy needs to be sent to all parents/guardians in the school register.

b. Recommended addition from Angela Kadziolka:

Physical Education/Sport Uniform:

It is preferred that all students come prepared to Physical Education and sporting activities appropriately dressed to fully engage in all planned activities. When a student is representing the school in sporting teams or events, they are expected to wear school sports clothing.

- Light blue polo
- Navy blue track pants/shorts/skorts
- Windcheater or rugby top
- Sandshoes/sneakers or runners (slip on shoes are not suitable)
- Spray jacket (logo only) – particularly when students are participating in school representative teams

The school-endorsed sport program shirts, for example, Tennis ‘Hot Shot’ shirts, are permitted on PE days only.

Students will be supplied with school sport team shirts when representing the school in the range of out of school hour’s sports as well as the many carnivals throughout the year.

Recommendations:

The association recommends that these changes be presented when the policy is up for renewal in 2018. Suggestion to put this information in the school newsletter.

5. AGM -

Date set for 3rd April and agreed that no general meeting will be held after the AGM.

Dorothy to liaise with office staff re arrangements for parent member nominations and subsequent office bearer positions. Dorothy to arrange staff member ballot.

Emma Etherington and Georgie Sloan will be standing down as parent reps.

Deb Kingston as a staff member is no longer able to stand as a parent rep as per the constitution, so her parent rep position will also be vacant.

Dorothy Raymond automatically assumes the principals position, as acting principal, so her staff rep position is vacant from Jan 1 and Carolyn Dunstan will be standing down as a staff rep.

3 parent rep positions & 2 staff rep positions to be filled.

Committee roles of Vice-Chair & Secretary to be voted on at AGM.

The possibility of the Treasurer role needing to be filled awaits whether Deb Kingston assumes one of the staff rep roles.

Emma to place ad in the Kingborough Chronicle for the AGM

Additions to meeting -

Concern among parents on the lack of communication between teachers on the same class?

Close of meeting @ 9:30pm

Next meeting →

20th March

Meetings for 2017:

20th March, **AGM 3rd April**, 15th May, 19th June, 21st August, 18th September, 16th November, 20th November, 11th December