



## Kiama P&C Inc. MEETING MINUTES

<b>Date:</b>	22/03/21
<b>Time:</b>	7:03 pm meeting opened by President (MB)
<b>Place:</b>	KPS Library

### 1. WELCOME AND PREVIOUS MINUTES

#### 1.1 Welcome and opening remarks

Executive members were present. Determination of a quorum present to proceed with the meeting was declared and the meeting opened at 7:03pm. MB (President), officially welcomed all in attendance.

#### 1.2 Acknowledgement of Country

KPS P & C acknowledges the Wadi Wadi people of the Dharawal nation, the Traditional Custodians of the lands on which we live, work and play. We recognise their continuing connection to country: land, water and community, and pay our respects to Elders, past, present and emerging.

#### 1.3 Apologies and welcome to new members

Around the room introductions

<b>Attendees:</b>	Mick Baines (President), Klaas van Alphen (Treasurer), Rachael Peedom (Secretary), Sarah Webb (Co-Principal), Natalie Marshall (Principal), Melissa Kirk (Deputy Principal), Melinda Prior (Asst. Principal), Rikke Toohey, Georgia Sellars, Julie McKenzie, Melanie Rigby, Belinda Meier, Emily Crump, Cathy Lyall, Mark Wolstenholme, Caroline Jones, Maree Fitton, Claudia Baster, Tanya Kruger
<b>Apologies:</b>	Victoria Stewart, Emma-Kate Dewhurst, Carla Quigley, Belinda Laird, Bek McAlister, Lucy Murray, Jacquie Sloan, Salsabeel Albana,

#### 1.4 Approval of Minutes

Minutes from the previous Meeting were made available on the school website and eNews to all P&C members for verification of accuracy and to facilitate task assignment.

*Motion: That the minutes of the previous General Meeting held on 22<sup>nd</sup> February 2021 be accepted.*

**Moved:** Klaas van Alphen

**Seconded:** Mick Baines

: Van

## 2. EXECUTIVE REPORTS

### 2.1 President's Report

#### Presidents Report Monday 22<sup>nd</sup> March 2021

Not much to report since our most recent P&C meeting.

ed: a great deal

Family Fun Picnic Night – this Friday 26<sup>th</sup> March.

ed: other than we are thankful that the school is on a hill it comes to flooding

With COVID restrictions easing, we can now hold the event on the KPS school grounds. This is a big win to allow our families and community back on site. We will be needing help to facilitate the afternoon and seek volunteers for various tasks such as 2<sup>nd</sup> hand uniform stores, COVID marshalling, Hand Ball supervision and BBQ cooking. Any and all help will be appreciated.

ed: !

ed: , so t

I also take this opportunity to stress that we have our AGM coming up in early Term 2 and we need to stress that we continue to seek applicants for all roles – specifically the vacant Vice President roles as well as President.

The launch of our P&C program sponsorship will be announced at the meeting around the AGM with the plan being to take the yearly pressure off fundraising for the commitments that are expected each year. The programs will include Happy Harold, Anti Bullying, Book Bags and Inter-relate amongst other opportunities. Watch this space.

Many Thanks  
Mick Baines

## 2.2 Principal's Report

### Principal's Report – 22 March 2021

#### Term 1 Activities

As COVID-19 restrictions continue to ease, we have seen an increase in the number of activities and additional experiences offered to students throughout Term 1. This term, our students have had/will have had the opportunity to be engaged in the following activities;

- Best Start Assessments
- School Swimming Carnival
- Tongarra District Swimming Carnival
- South Coast Regional Swimming Carnival
- School Cross Country Carnival
- K-2 Fun Run
- Basketball Workshops K-6
- Gymnastics – Stage 2
- AFL – Paul Kelly Cup
- School Photographs
- Student Representative Council
- House Captain Leadership Opportunities
- School Leaders Leadership Opportunities
- Library Monitor Leadership Opportunities
- School Representative Council Muffin Day
- GRIP Leadership Conference
- Interrelate
- The Fathering Project – Handball Hit Out
- Harmony Day
- National Day of Action – Bullying No Way! Day
- AUSLAN Phrase of the Week school initiative
- Hat Parade – K-2
- Mary Poppins Production Excursion – Year 5
- STEM Enrichment Opportunities
- Debating
- Drama Club
- Chess Club
- Choir
- Garden Ambassadors

### **Staffing Update**

There have been some staffing changes to Kiama Public School commencing Term 2.

- Ms Yvette Hopper was successful in gaining a permanent Assistant Principal position at Sutherland Public School through a Merit Selection Process. Ms Hopper has been relieving in the role for the past 12 months and we wish her every success with her permanent position.
- Mrs Helen Paradisis will be going on Maternity Leave at the start of Term 2.
- Ms Dianne Quill will be returning to Kiama Public School following her period of leave. Ms Quill will be working with class 4FP on Thursdays and Fridays.

---

### **Rural Access Gap Infrastructure Rollout (RAGiR)**

This rollout provides rural and regional schools across the state with funding to access new and future digital technologies. As a part of this program, Kiama Public School will be able to purchase a substantial amount of new student laptops for our classrooms and laptops for teachers to drive the best use of these technologies.

### **Regional Renewal Grant**

Kiama Public School was successful in their application for funding under the Regional Renewal Grant. The Natural Playground and Sports Fields are due to be upgraded with this funding. Our Asset Service Officer with School Infrastructure NSW will be meeting with us this week to discuss the project.

## School Interviews

This year, teachers at Kiama Public School undertook 335 Parent/Carer – Teacher interviews over a two week period. It has been wonderful to see our community onsite reconnecting and engaging with their child's classroom teacher to discuss academic and social progress and goals for 2021. I would also like to thank our teaching staff for their time throughout this period. Teachers have been onsite conducting interviews in their own personal time before and after school.

## School Improvement Plan

Staff at Kiama Public School are progressing with the writing of our 2021-2024 School Improvement Plan.

In this plan, our school will have 3 Strategic Directions:

<b>Strategic Direction 1: Growth &amp; Attainment</b>
---

<b>Purpose:</b> School wide teaching practices will be evidence based and data led, maximising student learning outcomes in reading and numeracy.
---

<b>SEF Elements:</b> Curriculum, Assessment, Student Performance Measures, Effective Classroom Practice, Data Skills & Use
--

<b>Initiatives:</b> Evidence Informed Teaching
--

<b>Strategic Direction 2: Engagement and Challenge</b>
--

<b>Purpose:</b> School wide culture of high expectations and improvements in student wellbeing and connection will promote optimal conditions for learning that empower and challenge learners to achieve expected growth and excel in their learning.
--

<b>SEF Elements:</b> Learning Culture, Wellbeing, Effective Classroom Practice
--

<b>Initiatives:</b> Student Engagement/Challenging Learning, Connection and Belonging
---

<b>Strategic Direction 3: Continuous Improvement</b>
--

<b>Purpose:</b> In order for every student, teacher, leader and our school to improve every year, we will implement improvement processes that are sustained over time, evidence based and are integrated into the daily work of the school.
--

<b>SEF Elements:</b> Professional Standards, Learning & Development, Educational Leadership, School Planning, Implementation & Reporting
--

<b>Initiatives:</b> Collective Teacher Efficacy, Curriculum Knowledge
---

Once the draft plan has been finalised, it will be shared with our community. All Strategic Directions and Initiatives were determined from the results of the comprehensive Situational Analysis conducted in Term 4 2020.

## 2.3 Treasurer's Report

Monday 22 March 2021

### P&C Executive Report – Finances

#### Calendar Year (CY) Budget 2021 Summary

- The balance on 22 March 2021 is \$30,713
  - o Payments made since last meeting:
    - \$185 Chess timers
    - \$1,100 Fathering project
    - \$8,579 Sensory play panels
    - \$533 Pavilion payment – Maggie Dent
  - o These payments were budgeted for and highlighted in the table below.
- The budget for School Year 2021 is presented in the table below.
- Notes:
  - o Budgeted income projections for 2021 = \$21,000 (excluding grant funds)
  - o Budgeted expenses for 2021 = \$21,934 (excluding 'major projects')
  - o The projected closing balance on 31 December 2021 is \$40,030

<b>Expenses total</b>	<b>\$21,934</b>	<b>Income total</b>	<b>\$21,000</b>
<b>Operational expenses total</b>	<b>\$1,800</b>	<b>Fundraising total</b>	<b>\$15,500</b>
Insurance	\$1000	Maggie Dent	\$500
Bank fees	\$25	Secondhand uniforms	\$500
Audit fees	\$675	Pie drive	\$1500
Other	\$100	Mother's Day stall	\$1500
<b>Funding commitments total</b>	<b>\$20,134</b>	Father's Day stall	\$1500
<b>Sensory play panels</b>	<b>\$8,579</b>	Fundraiser Term 1	\$5000
New nature play equipment	\$2,970	Fundraiser Term 3	\$5000
<b>New chess timers</b>	<b>\$185</b>	<b>Sponsorships total</b>	<b>\$5,500</b>
Library bags	\$1,000	Sponsorship – LifeEd	\$1500
<b>Fathering project</b>	<b>\$1,100</b>	Sponsorship – Brainstorm	\$3000
Healthy Harold (LifeEd)	\$1600	Sponsorship – Library bags	\$1000
Brainstorm (Anti-bullying)	\$3,200	<b>Grant funding total</b>	<b>TBC</b>
Other	\$1500	Grant fund 1	TBC
<b>Funding options</b>		Grant fund 2	TBC
Major project 1: Sports court resurface	TBC		
Major project 2: Playground landscaping	TBC		
Major project 3: Library upgrade	TBC		

KPS P&C budget for School Year 2021

## 2.4 Sub Committees and Representatives

### 2.4.1 Fundraising

#### 2.4.1.1 Family Fun Picnic - School grounds

- Fri 26<sup>th</sup> March - 4.00pm - 6.00pm
- Calling for volunteers to help.
- 2<sup>nd</sup> hand uniforms. - outside the hall

#### 2.4.1.2 Mothers Day / Father's Day stall - WIP by Deyelle and Eva.

leted: -

leted: wip

#### 2.4.1.3 Maggie Dent Event - going ahead - wip by Rachael Peedom

#### 2.4.1.4 Pie Drive

- going ahead
- 7<sup>th</sup> June - K-2
- 14<sup>th</sup> June 3-6.
- Forms need to go out a few weeks before that.

### 2.4.2 Grants

#### Sensory (CBP) projects:

leted: CBT

- o Sensory pathway
- o Sensory panels and
- o Sensory Library

Call out for a working bee for assistance from parents putting panels together.

### 2.4.3 Sponsorships

Healthy Harold, Anti-bullying, Book bags, Interrelate talks etc.  
More updates soon.

### 2.4.4 Traffic safety Subcommittee

Mark Wolstenholme to take on the role of leader of the Subcommittee.  
Mark to have a meeting with Nat - Kaye to join the Subcommittee to help Mark.

## 2.5 Correspondence - nil.

### 3. PRIORITY BUSINESS

#### 3.1 Next meeting – AGM Term 2, 10<sup>th</sup> May, 2021

- **Mick Baines (President) officially announced his resignation from the President's role upon completion of the upcoming AGM. He has completed his 3 year term**
- **Rachael Peedom (Secretary)** officially announced her resignation from the Secretary's role upon completion of the upcoming AGM. She has been in the role for 2 years and advised her resignation is necessary due to personal reasons.
- There are still **2 VP positions** vacant, which be up for nomination and voting in the upcoming AGM.

### 4. GENERAL BUSINESS - to be submitted prior to the meeting

#### 4.1 Bombo Room Cleanout – Belinda Meier

- Storage – plenty of school equipment
- Costumes from productions
- Signage from Athletics
- Chook food
- Need space for Mothers Day / Fathers Day stall.
- Call out for clear plastic boxes and helpers to sort through equipment
- Tie in a working bee with Panels help and Room cleanout. 10-20 people.
- Aim to have it done before the end of Term 2.

#### 4.2 Gallop Inquiry – Mrs Toohey

- Mrs Toohey has undertaken the roles of NSW Teachers Federation Rep and NSW Teachers Federation Counsellor
- The Gallop Inquiry report has been published.
- The Key Recommendations from the findings were:
  1. Salary increase of 10-15% in the next wages agreement (2022-2023)
  2. Increased preparation time available
  3. Staffing resources reset – with increased permanent staff and a reduction in temporary employment
  4. More expansive promotions and career structure
  5. Increase in school counsellors to address the rise in mental health issues – aim for min. 1:500 students by 2023.
  6. Curriculum & administration – government's plan to introduce a new curriculum for all students by 2024 should be abandoned. Suggestion that implementation of the new curriculum should commence in 2022 with adequate support during the process.
- Rachael Peedom (Sec) will post the Report and other information on the P&C Page and will also send out to all parents via e-news.
- Link to the website for all information relating to the inquiry: <https://www.nswtf.org.au/inquiry>
- Link to the 1<sup>st</sup> video that all parents should watch – refer to KPS P&C FB page.



- Link to the 2<sup>nd</sup> video that all parents should watch: <https://vimeo.com/514070000>
- Link to the Online Support form that all parents will be asked to complete: <https://www.nswtf.org.au/gallop-inquiry-show-your-support>

#### 4.3 NAPLAN Breakfast

- Caroline Jones has offered to provide breakfast to all NAPLAN students prior to their exams.
- 11 May – 21 May. – just year 3 and 5.
- 8.45am start – canteen happy for access and use BBQ
- Ask parents if they have any concerns / dietary requirements / allergies
- Cathy agreed to help.

#### 4.4 Fundraising for P&C – Cake stalls and Easter Raffles – Julie Countee

Too late for Easter Raffle

Cake stall – Kiama Farmers Market and Kiama Seaside Market – Cathy to help with contacts to the Kiama Business Chamber who oversee the Seaside Markets.

ed: ??

#### 4.5 Student Representative Council – Caroline Jones

- Raised a question on how SRC is managed to ensure more kids are given an opportunity.
- Process has always been this way
- Sarah suggested she might raise this with the kids in the school and look at changing the system
- Get the kids from the SRC to provide input
- Agreed it will be worth re-visiting
- Nat agreed we need some guidelines
- Will work on it through next term.

#### 4.6 Selective School Practice Tests – Jackie Sloan has some practice tests available.

- RP to send out a notice via the school to contact Jackie.

**4.7 Learning Support – Caroline & Claudia**

- Raised their concerns about parenting Special Needs / Neurodiverse children and reported to the P&C on the challenges faced by parents.
- They suggested they would like to set up a Parent support / Welfare group
- This group would be able to share information about and recommend support services for Psychologists, Speech therapists etc.
- P&C confirmed they can set up a Learning Support sub-committee
- Idea is to set up the sub-committee to pull together the community (approx. 10 – 30 parents) and volunteers to help kids after school
- The question was raised if support service providers / volunteers could have a room to use after school for a support group – “Community users”?
- Natalie advised they will need to fill out an agreement and ensure coverage for Public liability insurance
- It was noted that Kiama has got a high number of retired school teachers
- It was suggested they could run tutoring on school grounds with an umbrella company
- Need special needs teachers
- Georgia Sellars offered to join the sub-committee to provide input from the teachers perspective

leted: they

leted: as

leted: SubCommittee

leted: –

leted: – pull together

leted: Could they

leted: 4000

**4.9 Other**

- Mick to Follow up on Leagues Club Art set up

**5. CLOSE AND NEXT MEETING**

Close at 9.01pm

**Next Meeting will be 10<sup>th</sup> May, 2021.**

Minutes and attachments submitted to the P&C on.

<b>Minute Taker</b>	RP
<b>Signed:</b>	Omitted in version submitted for online publication
<b>Name:</b>	RP (Secretary)
<b>Date:</b>	22/03/2021