



# TAROONA PRIMARY SCHOOL ASSOCIATION

Minutes of the General Meeting  
Taroon Primary School 16<sup>th</sup> Oct 2018

## **1. Attendance:**

**Meeting opened**

**Chair:** Leah Magliano      **Secretary:** Penny Brodribb

**Attendees:** Danielle Bresnehan (Principal), Mike Davis (Treasurer), Tony Poynter (Staff), Martine Siltman, Belinda Leeson, Kate Brown, Alex Terhell (Deputy Chair).

**Guests:** Carolyn McKinley, Yukko Massom

**2. Apologies:** Nicky Adams, Debbie Clark

## **3. Approval of Minutes:**

Minutes from previous meeting Sept were approved.

**Moved:** Leah      **Seconded:** Belinda

**4. Business Arising From Previous Meeting:**

<b><u>Item</u></b>	<b><u>Discussion</u></b>	<b><u>Action</u></b>
4.1 Plastic pollution Solutions	<p>Started today  Feedback from Danielle- Anthony was impressed, kids asked lots of good questions  Fun interactive session  At school again tomorrow- coming up with solutions</p> <p>Thursday night Parents session- can't get hall til 6pm due at OSHC  TSPA to help set up at 6pm  Need an Urn  Gift for Anthony? Maybe no need as we are paying  No idea of numbers</p>	<p>TSPA members to help set up at 6pm.  Leah, Martine, Penny, Alex</p>
4.2 Bike racks	<p>Grounds committee have met  Two proposals- near old transfer station or above staff car park  This hasn't been discussed with school yet  Around staff car park may not be safe? Need to consider this.  Near old transfer station seems like a good spot but access to this is an issue.  Further discussion is required</p>	<p>Danielle to discuss with school and feedback next meeting</p>
4.3 Sushi expansion- Canteen Friday	<p>A few orders this week for banjos products- will be better to look the week after next (next week no canteen Friday)  Good to see orders already.</p>	<p>Alex to follow up on issues on the possibility of orders on the student free day</p>
4.4 Ideas regarding fundraising	<p>Danielle wants to take ideas that were discussed in emails back to teachers.  Teachers would like to be able to develop a wish list for programs for 2019- eg, artist in residence, nature play, etc</p>	<p>Discuss next meeting- teachers wish list and percentage of funds for grounds each year</p>

	Do we need to set a yearly target for grounds? Perhaps a percentage target for grounds.	
4.5 ICT usage policy	Need to keep exceptions in kinder guidelines if numbers grow. Currently parents are not needed to assist children in the mornings in kinder but this may change if the class size was to increase.	

### **5. Correspondence:**

**IN:** Recommendations for Okr in Uniform shop- Carolyn <https://drive.google.com/open?id=0B-7Kd1sycRFDSVI3RmxMUzBGQWp3RGt6M1Z5Q18xV3I4aGFJ>

**OUT: None**

**Leah** wondering if the student asking about redcycle bins ever received the TPSA reply as there has not been a follow up from him- Danielle or Tony to check up on this.

### **6. Reports:**

<b><u>Item</u></b>	<b><u>Discussion</u></b>	<b><u>Action</u></b>
<b>6.1 Chairperson's Report -</b>	None	
<b>6.2 Treasurer's Report –</b>	Quiz night made about \$5500. Roughly \$20 000 in the bank to allocate. <a href="https://drive.google.com/open?id=0B-7Kd1sycRFDdGE1cHJvQmZKMkJFLWdmWmZDd19wZndpYmZJ">https://drive.google.com/open?id=0B-7Kd1sycRFDdGE1cHJvQmZKMkJFLWdmWmZDd19wZndpYmZJ</a>	
<b>6.3 Principal's</b>	See attachment 1	Martine to promote Qkr

<p><b>Report -</b></p>	<p>-Prekinder sessions starting next week.</p> <p>Intake area review- see Attachment 2</p>	<p>usage and Carolyn to discuss +uniform at prekinder session 29<sup>th</sup> Nov as part of TPSA introduction 915-1015am</p> <p>TSPA does not support the current intake are map due to issues mentioned by Danielle. TSPA are able to submit parents' feedback via the parents section of the website</p>
------------------------	--	---

**7. Working Groups:**

<b><u>Item</u></b>	<b><u>Discussion</u></b>	<b><u>Action</u></b>
<b>7.1 Fundraising:</b>	Ongoing via canteen expansion but no further events needed	

	<p>Feedback from quiz- went very well, silent auction was very good addition,  Decorations great  Easy set up  Qkr worked well  Great staff turn out.  Unused alcohol went back to bottle shop.  In future having all members of the committee at the even would be better.  Some vouchers for Coles left over from quiz night which we can use to purchase items for Welcome back BBQ.</p>	
<b>7.2 Grounds:</b>	<p>See Attachment 3  Martine- Play west ideas for corner of playwest with “goat track”  Nicky to talk to students about submissions and ideas for garden bed.  Playwest phase three- indigenous planting plan underway, TPSA to help with planting potentially.</p>	
<b>7.3 Traffic and Roads:</b>	<p>Repairs to road were done over holidays and further repairs have been requested closer to the THS</p>	
<b>7.4 Grants:</b>	<p>7.4.1 Tasso- we still have money to spend- we need to think of a speaker for next year  Kate- speaker Susan Maclean has been presenting regarding cybersafety could be a good option.  Danielle – police sessions on cybersafety were also good and free</p>	<p>Leah to contact Susan to information to find out about cost and suitability for primary with view to net March</p>
	<p>7.4.2 Taskeno grant- brief submission required, unlikely to get knocked back, \$1500 plus a \$500 voucher to a taskeno venue-</p>	

	<p>you could use this voucher as a fundraiser</p> <p>Discussion- if it does not need to be promoted at the school, then it seems acceptable. TPSA don't want to be seen to be supporting gambling</p> <p>Leah- would be good to put \$1000 towards setting up marques for the seaside festival to continue to the discussion out of session.</p>	
--	--	--

### **8. General Business:**

<b><u>Item</u></b>	<b><u>Discussion</u></b>	<b><u>Action</u></b>
8.1 Leavers Tops	<p>Martine- leavers jumpers normally get them in term 2.</p> <p>Can leavers tops get done at end of grade 5 so that they can be done early so they can wear them for longer as they wont wear jumpers in term 4.</p>	Tony pointer aware of this issue for next year
8.2 Funding submission from Staff	<p>Funding submissions:</p> <p>Outdoor trolley for nature play to carry equipment off site \$279</p> <p>Lego for early years \$372</p> <p>Flexi stools \$55 per stool 16 stools \$880</p>	<p>Motion:</p> <p>Outdoor trolley- Supported</p> <p>Lego-Supported</p> <p>Stools-Supported</p> <p>Leah moved- unanimous \$1531</p>
8.3 Uniform shop Qkr	<p>Carolyn feedback regarding Qkr for uniform shop-</p> <p>See link <a href="https://drive.google.com/open?id=0B-7Kd1sycRFDSVI3RmxMUzBGQWp3RGt6M1Z5Q18xV3l4aGFJ">https://drive.google.com/open?id=0B-7Kd1sycRFDSVI3RmxMUzBGQWp3RGt6M1Z5Q18xV3l4aGFJ</a></p> <p>Qkr not the best solution for uniform shop but probably best for</p>	Action: Trial adding Qkr as a payment method for uniforms to families for term 4

	<p>parents. Probably a good additional thing but there should still be cash and eftpos options People need face to face and to try things on Need to be flexible, at least initially to see what up take is like. Would be good to start soon to help with back to school sales. Carolyn needs more help at the moment with back to school sales. Benefits and risks – see link Benefits- more flexibility for parents, good for keeping track of stock Risk difficulty with stock count due to a number of systems. Doesn't streamline face to face sales- adds work But can use Qkr at face to face sale- if they are willing Currently Qkr wont track cost vs sale price- Alex trying to follow Qkr up on this. Delivery of stock bought on Qkr is an issue- could be increased workload for office staff, or could they pick up from shop? Be sent out to the classroom- this in a issue with teacher buy in perhaps. Alex: What is our Philosophy re Qkr?- Do we push it hard and offer choice? Do we promote Qkr as preferred method of payment. If we have Qkr then eftpos needs to go as it is expensive to have both. Would take time to phase Qkr out. Currently promotion of Qkr for convenience on parents Then wove to making it a preferred method of payment. We need to make changes to the parent handbooks</p>	<p>Action: Price list and product pictures, something on Facebook, notice to Jo regarding newsletter. Action: Discussion of Qkr at prekinder sessions and in the 2019 handbook.</p>
--	--	---

8.4 Policies	8.4.1 Respectful student behaviour policies- endorsed	All policies endorsed
	8.4.2 Respectful Volunteers- Alex- 7.4 seems incomplete Concern regarding the word loved within school policy. Is there information regarding touching students? Is there advice anywhere for parents to find staff and visitor toilets? Volunteer behaviour is policed by teachers in the classroom. Alex- there does not seem to be adequate guidance about behaviour towards children for things like touch for example.	
	8.4.3 Uniform Policy- change to shoes: fully enclosed, preferably black runners or leather shoes. Needs to be the TPSA shop rather than TPS shop.	

Meeting Closed: 920pm

Next Meeting: Tuesday 6<sup>th</sup> November

**Future meeting dates for 2018:**

Tuesday 4<sup>th</sup> December



## Attachment 1



TAROONA PRIMARY SCHOOL

104 Channel Highway, Tarooma 7053

Ph (03) 6227 8325 Fax (03) 6227 9322



### Principal Report for TPSA

16/10/2018

#### 1. School Intake Review

##### Consultation with TPSA:

Principals have been asked to discuss the maps with their school association committees and ask whether the TPSA broadly supports the intake area map(s) provided for consultation.

Questions:

- Does the Intake Area map for consultation raise any concerns regarding student access to bus services?
- Does the Intake Area map for consultation raise any concerns regarding the capacity of the school?
- Is it clear what adjustments the map(s) for consultation show?
- Do you wish to suggest any changes to the Intake Area map(s) provided for consultation?
- Does the Intake Area map(s) provided for consultation raise any other concerns?

#### 2. Teacher Funding Submissions

- Ergerite – 16x Flexi Stools (ECE classes) - \$880
- Lego (ECE classes) - \$372
- Outdoor Trolley – Cart-a-lot (Nature Play) - \$279

### **3. Policy development**

- TPS Respectful Student Behaviour Policy and Process
- TPS Respectful School Volunteers and Visitors Behaviour Policy and Process
- TPS School Student Dress Code and Uniform Policy

### **4. 2019 Planning Update**

- Currently we have reduced numbers across the school for 2019 – approx. 350 students (14 classes at this stage).
- AST position (permanent) is to be advertised 17/10/18 – to start February 2019.
- An additional AST - Instructional Literacy Coach Position is to be advertised shortly – 0.4FTE in 2019 / 0.5FTE for 2020-21. This is a new initiative funded by the DoE to start in Feb 2019.
- TPS is joining with other Taroona Coalition Schools and THS to implement the Middle Years Literacy Project, focusing on improving student writing outcomes, with a specific focus on Year 6-7 transition. A full-time Assistant Principal will be employed specifically for this project (funded by the grant) and will work closely with the in-school ILCs. Starting in Feb 2019.
- The Sustainability Centre and Aboriginal Education Services have approached TPS to be involved in a dedicated nature play/outdoor classroom Learning on Country Program for early years classes for 4 or 5 days across a 4 or 5 week period in 2019 at our school's outdoor environment. A planning meeting will be held early November to work out details / timeline.

5. **TPSA Fundraising support for future TPS Programs** – suggestion from school leadership team for staff to develop a “wish list” of programs / initiatives that the TPSA may be interested in supporting for the following year e.g. employment of an artist in residence, visiting author / illustrator, nature play specialist etc. (to be done prior to end of 2018 school year).

## ***Attachment 2***

### **Review of Intake Areas – Education Act**

The Current TPS Intake Area Map for Consultation does not include addresses south of Albyn Estate to Brown's Road Kingston, including Bonnet Hill, therefore the proposed map for consultation shows minimal changes to the intake area from 2021.

As mentioned briefly at our previous meeting, the Tarooma Primary School catchment area map that is currently used by the school differs from that provided by the Department of Education for this review.

The catchment area begins at Tarooma Apex Park (Cartwright Creek / Trugannini Conservation Area, 1 Channel Highway, Tarooma) and extends down the Channel Highway to Browns Road, Kingston (opposite Golf Course), including Bonnet Hill.

Office Administration have been enrolling from this catchment area since 2013, after the Principal advised the school community of changes to the intake area. All written and verbal correspondence from 2013 onwards states that our catchment area is inclusive of Bonnet Hill.

Currently, 182 of the 252 families enrolled at TPS (72.2%) live in the intake area defined by the Principal in 2013 i.e. between Cartwright Creek and Brown's Road Kingston. Of these 182 families, 33 live south of Albyn Estate to Brown's Road Kingston (including 26 families from Bonnet Hill).

Tarooma Primary School's excellent reputation for achieving outstanding academic results ensures a constant flow of enrolment enquiries from intrastate, interstate and overseas. However, the school is currently going through a period of reduced enrolments, particularly in the early years, with the number of intended enrolments for Kindergarten 2019 well below DoE projections. This situation is attributed to the extremely

limited and highly-priced rental and permanent housing options in Taroona. With no foreseeable subdivision / housing expansion options for the Taroona area into the future, reduction of the school catchment area will have a direct impact on the viability of the school beyond 2021.

**Continued enrolment of families living in the area south of Albyn Estate to Brown's Road Kingston, will assist Taroona Primary School to maintain viable capacity beyond 2021.**

Taroona Primary School community would like the Intake Area Map provided for consultation to include the section south from Albyn Estate to Brown's Road Kingston, including Bonnet Hill, as per the catchment area map currently in use by the school, for the following reasons:

1. Recognition of the current demographic of the catchment area. Families living in Bonnet Hill see themselves as part of the broader Taroona community. These families are already connected to Taroona Primary and Taroona High Schools (26 families from Bonnet Hill currently attend TPS) and their home address have the same postcode as Taroona (7053).
2. The logical flow of traffic is to the north. Families living in this area generally commute to the city using the Channel Highway to avoid traffic congestion and delays, especially on the Southern Outlet during peak times.
3. Working families living in Bonnet Hill do not want to spend additional time driving south into Kingston to drop children off at school then navigate traffic on the Southern Outlet to the city (and return) at peak times (8.20-9.15am & 2.30 – 3.15pm).
4. The Taroona Primary School community believe that including this area in the proposed intake area map from 2021 will assist Taroona Primary School to maintain student enrolments at an appropriate capacity into the future.

### **Attachment 3-**

Notes TPS Grounds Committee Meeting 27/9/2018

1. **Play West Phase 2** – Student project to design gardens outside the western side of both 5-6 PT & 5-6GM classrooms (Middle Block)

Actions / discussion:

- Megan talked to 5-6 teachers and students to gather / develop ideas for these two garden bed areas which have high traffic through them (e.g. big rocks, new soil, plants at the back, gum bark)
- Megan brought student plans / designs to Grounds committee for discussion.
- Southern bed - Nicky to come in to 5-6PT to give students additional info to the brief – small space, all drawn in plan, think 3D and from a distance, nature based play concepts, what do they want to do in the space? Existing plantings (trees) need to remain. Working bee to support construction
- Northern bed - Trees / bushes for students to play around. Adding more vegetable beds not an option, would have to build up the garden bed.

2. **Play West Phase 3** – Planting of native / indigenous species to create a cultural garden behind / beside the two concrete rounds and behind the sandstone wall / along the ledge at the top of pipe outfall area using \$3K AES grant.

Actions / discussion:

- Sustainability Centre visit in August provided input/ ideas for developing the cultural garden beds
- Staff would like a tree in the bed behind the 2 rounds.

- AES to be involved after the planting, to introduce the students / classes to the plants and their cultural significance / uses.
- Megan and Emma to develop mock up plan, costings and date for planting in Term 4.

3. **Bike Racks** – discussion re. additional bike racks and possible locations

- Consider top staff car park near bin area.
- Consider old transfer station site above memorial garden.

4. **Actions / projects to progress Grounds Master Plan**

- To be discussed next meeting.

5. **Other:**

- Composting / worm farms, under control
- Megan has been working with David Stevenson (Community volunteer)
- Donations from Picnic Basket to support composting