



# Meeting Agenda

## Meeting Details

<b>Date</b>	15 August 2017
<b>Time</b>	7.30 pm
<b>Venue</b>	School Library, Chandler Avenue

## Agenda Items

Item	Topic of Discussion	Paper/Report
1.0	Open meeting, welcome and apologies	
2.0	Minutes from previous meeting	
3.0	Office Bearer Reports	
3.1	President's Report	Report Below
3.2	Treasurer's Report	Report Below
4.0	Sub-committee Reports	
4.1	Grounds	Report Below
4.2	Social and Fundraising	Report Below
4.3	Canteen	Report Below
4.4	Book Club	To be provided
4.5	Uniform	Report Below
4.6	School Banking	Report Below
5.0	Principals Report	Report Below
7.0	Other Matters Raised for Discussion <ul style="list-style-type: none"> <li>- Covering of school books</li> </ul> Request for funding – Grounds <ul style="list-style-type: none"> <li>- Request for funding – Play space phase 1 - \$70,000</li> <li>- Request for funding – Play space phase 2 - \$6,000</li> <li>- Request for funding – ELC air conditioning (\$15,000)</li> <li>- Request for funding – kindy painting (\$11,088)</li> <li>- Request for funding – 50 leased laptops (Quarterly payments of \$4,848.21 for 3 years, \$58,178.46)</li> <li>- Request for funding – Robotic kits (\$5580)</li> <li>- Request for funding – Maker Space (\$20,000)</li> <li>-</li> </ul>	Request Attached Request Attached Request Attached Request Attached Request Attached Request Attached Request Attached
8.0	Attachments	



	Grounds – Play Space Project Proposal	See separate addendum
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## Presidents Report

Another term has whizzed by and we are well on our way through the school year. The P&C have been very busy and productive over the last few months, working closely with the school to achieve some big goals. We would like to thank Jane and her team as well as the teaching staff who have been so supportive and enthusiastic with the P&C activities we've been running. This collaboration has made a big difference and shows in the outcomes we've achieved.

The biggest news is the Lapathon results! We had an ambitious target of \$20,000 which was massive as we have never raised even half of that in previous years. This year I'm pleased to say that we raised \$16,891 compared to last year's \$6,800! Claire Shoebridge and Marissa Rimmer put so much effort into organizing heaps of awesome donated prizes that were given on the event day and also a few weeks later after we had collected the money. Emma and Stuart Fuller once again made the Lapathon an exciting day for all by donating the electronic lap timing and making online donations easy for us. We had a crazy hair competition and a few teachers even got dressed up for the occasion in costumes, despite the warm weather! We had a lot of parents spectating and cheering the kids as they worked hard running laps to raise money for the P&C. Some parents even participated in the Lapathon which was great to see. All in all, the day was a huge success and we couldn't have done it without everyone involved – thanks to you all!! All proceeds will be funneled into Playspace Improvements.

During Term 2, all students had the opportunity to give the P&C feedback on what they would like to see in the play spaces at school. We have been compiling the results and are pleased to say that we will be in a position to install some new equipment during Term 4. We have a phased plan spanning approx. 2 years and will be sharing this with you at the Learning Journey evening, along with examples of the feedback we received from the children. We are also seeking more feedback from parents about the future phases of the project, so this is a good opportunity for you to let us know what you think. I'd like to thank Kim Latham and the Playspace Committee for their hard work on this project. There is a lot involved!!

A few weeks ago the school, P&C, Council and Police Dept met to observe the traffic situation on Chandler Ave in light of the Traffic Warden application. Everything is progressing well. We have found a lovely lady to fill the role of Traffic Warden for us and the application has moved to the next stage. The council need to make changes to the road and parking to accommodate the police dept safe crossing requirements before we can have the Traffic Warden trained and ready to help us cross Chandler Ave safely. Thank you to Katie McLeod and Cat Johnson for progressing the project with the help of Jane and Janine Roets (our council contact).

# Floreat Park Primary School P&C Association



The Edudance concerts were once again the event of the year at FPPS. The kids put so much effort into their performances and they all looked great (thanks to Class Reps and parents for helping with the costumes!). We filmed both concerts again this year and will be producing DVD's to sell to the school community soon. A big thank you to Grant and Jo Taylor for filming the concerts and providing the footage to the P&C for production.

During Term 2 we were looking for someone to audit our financials. Patrice Liang was our savior – a big thank you to Patrice! I would also like to take this opportunity to thank Gavin Cooke, who has been auditing our financials for us for the last few years. We really appreciate both Gavin and Patrice who volunteer their time to do this for the P&C.

Have you been in the Snack Shack (canteen) recently? If you've been in the school for a few years, you would notice all of the fabulous improvements Fran Cockerill and the team have done over the last couple of years to turn the canteen into a professional, commercial kitchen that funds itself and produces a variety of healthy and delicious options for the children. Compared to other schools nearby, we are extremely lucky to have a canteen that runs 5 days a week and makes all of the food served to the children. Many schools have canteens that run 3 or 4 days per week, and outsource their food. Some schools don't even have a canteen, and order from local bakeries who deliver sandwiches. It gets very busy in the Canteen and we really need volunteers to help, otherwise we will need to hire more staff which may impact our prices (we are also cheaper than many other schools!). A shift in the canteen is only 2 hours and that whizzes by really quickly as it is so busy. The kids love seeing you there and it is a lot of fun!

We have received 85% of the budgeted P&C Voluntary Contributions. Thank you to all the families that have been able to make these payments! You will see a lot of these funds being allocated to spend requests during the P&C Meeting on Tuesday night.

Once again I am in awe of all of the subcommittees, P&C volunteers and Class Reps who help us provide these great services and build the school spirit through our community. We are so fortunate to have these energetic and dedicated people on board - thank you everyone!

Best Regards,

Kim Batina



# Treasurers Report

## Report Details

<b>Date</b>	7 August 2017
<b>Prepared By</b>	Katie McLeod

## Update and Key Activities

We have collected 85% of our budget amount for voluntary contributions and 85% of our budgeted amount for infrastructure.

Thank you to Patrice Yang for coming to our rescue and auditing the P&C's financials for 2016. Our reporting requirements to maintain our charity status have become more onerous due to our new classification as a medium charity. This means we have to produce special purpose financial accounts and have them reviewed by an auditor or current member of either CPA Australia, CPAA, CAANZ or IPA. We were able to lodge our accounts on-time which means we've been able to maintain our charity status. Thank you to Gavin Cooke too for the work he did doing the initial review of our financial accounts.

# Floreat Park Primary School P&C Association



FLOREAT PARK PRIMARY SCHOOL P & C BUDGET v ACTUAL JULY 2017					
INCOME	Budget	Actual	Actual	Variance	
Cash Balance Carried Forward at 31/12/2016	\$ 116,124		\$ 116,124	\$ -	
<b>Voluntary Contributions</b>	\$ 81,444	\$ 69,288		-\$12,156	
<b>Infrastructure Levy 2016</b>					
Infrastructure Levy	\$ 54,296	\$ 46,506		-\$7,791	
			\$ 115,793		-\$19,947
<b>Fundraising and Social Events</b>					
Budgets indicate Net Profit from Fundraiser:					
Entertainment Book	\$ 2,800			-\$2,800	
Election Day Stalls	\$ 844	\$ 844		\$0	
Lapathon	\$ 20,000	\$ 16,891		-\$3,109	
EduDance DVD	\$ 1,550			-\$1,550	
Melbourne Cup Lunch	\$ 1,000			-\$1,000	
Art for Cards	\$ 10,000			-\$10,000	
Mother/Father Day Stalls	\$ 400			-\$400	
Movie Night	\$ 1,000	\$ 1,121		\$121	
Bright Star Commissions	\$ 500			-\$500	
School Banking Commission	\$ 500	\$ 1,358		\$858	
Cake Stall Athletics Carnival	\$ 2,500			-\$2,500	
Disco	\$ 500			-\$500	
Kindy/PP Tea Towels	\$ 1,000			-\$1,000	
Selby Street Sausage Sizzle & Donation		\$ 575			
Footy Jersey Raffle		\$ 300			
Kindy & PP Fashion Night		\$ 425			
Wine Drive	\$ 1,500			-\$1,500	
	\$ 44,094		\$ 21,514		-\$23,880
<b>Other Income</b>					
Interest	\$ 1,000	\$ 758		-\$242	
Grants & Donations	\$ 500			-\$500	
Uniform Shop Settlement Transfers				\$0	
	\$ 1,500		\$ 758		-\$742
<b>TOTAL INCOME</b>	<b>\$ 297,458</b>		<b>\$ 254,189</b>		<b>-\$44,568</b>

# Floreat Park Primary School P&C Association



FLOREAT PARK PRIMARY SCHOOL P & C BUDGET v ACTUAL JULY 2017				
<b>EXPENSES</b>				
<b><u>P&amp;C Running Costs</u></b>				
Bank charges	\$ 20			\$ 20
Banksia 2017	\$ 5,500			\$ 5,500
Class Cooking (\$30/class)	\$ 780			\$ 780
Gardening Allowance	\$ 1,000			\$ 1,000
Yr 6 Graduation 2017	\$ 2,000			\$ 2,000
Stay and Play	\$ 200	\$ 92		\$ 108
Sundowner	\$ 1,000	\$ 1,137		-\$137
Chaplain Allowance	\$ 600	\$ 600		\$ -
Safety House WWC Reimbursement	\$ 100			\$ 100
Dropbox premium	\$ 50			\$ 50
Web hosting	\$ 200			\$ 200
MYOB Essentials	\$ 300			\$ 300
Photocopying	\$ 500			\$ 500
WACSSO	\$ 1,200	\$ 1,113		\$ 87
Type B Traffic Warden	\$ 5,000			\$ 5,000
Allowance for Unbudgeted Costs	\$ 1,550	\$ 482		\$ 1,068
		\$ 20,000	\$ 3,425	\$ 16,575
<b><u>Fundraising and Other Project Costs</u></b>				
Play Space Improvements	\$ 40,000	\$ 678		\$ 39,322
		\$ 40,000	\$ 678	\$ 39,322
<b><u>Funding Requests from 2016 Surplus</u></b>				
Airconditioning approved in 2016	\$ 10,000	\$ 7,778		\$ 2,223
Funding Requests to be presented and approved:				\$ -
AV Equipment for Undercover Area	\$ 44,000	44104.35		-\$ 104
Play Space Improvements	\$ 56,000			\$ 56,000
		\$ 110,000	\$ 51,882	\$ 58,118
<b><u>Targeted Initiative Funding from 2017 Voluntary Contributions</u></b>				
Only up to the contribution value collected				
Classroom Resources Budget (\$200/class and specialist teacher)	\$ 6,200	\$ 6,200		\$ -
Funding Requests to be presented to P&C for the following;	\$ 55,244			\$ 43,469
Art Room Improvements		\$ 10,375		
Cyber Bullying Workshops		\$ 1,400		
Music Room Improvements				
Kindy Painting				
Library Improvements				
Computer Room Improvements				
		\$ 61,444	\$ 17,975	\$ 43,469
<b><u>ICT Funding from 2017 Infrastructure Contributions</u></b>				
Only up to the contribution value collected				
Funding Requests to be presented to P&C for the following;	\$ 54,296			\$ 54,296
Laptop leasing years 4-7				
Purchase of additional iPads				
		\$ 54,296	\$ -	\$ 54,296
<b>TOTAL EXPENSES</b>		<b>\$ 285,740</b>	<b>\$ 73,959</b>	
<b>Net Profit (Loss)</b>		<b>\$ 11,718</b>	<b>\$ 180,230.41</b>	

Current bank balance is \$180,230.41.



# Grounds Report

## Report Details

<b>Date</b>	AUGUST 15 <sup>H</sup> 2017
<b>Prepared By</b>	Kim Latham

## Update and Key Activities

### Grounds

- Reticulation – grass – update – on hold until term 4
- Uniform shop sign
- Play space update

### **RETICULATION – on hold awaiting 3<sup>rd</sup> quotation**

### **UNIFORM SHOP – REQUIRES A SIGN**

The uniform shop requires a sign like the admin block signage, not sure who organized the Administration block sign but it would be roughly the same cost. Once the P and C gets their A frame signs, the uniform shop can also have a corflute insert to use as a way finding sign.

### **PLAY SPACE UPDATE**

#### **Please read in conjunction with separate play space project addendum**

The school undertook an extensive survey on Play space within the school. All students and teachers had the opportunity to provide feedback. The purpose of this survey was to help a 'Play space sub-committee project group' identify the school communities play space desirables.

The project group task list is as follows:

1. *Collate school survey results - capture beneficiaries' subjective experiences*
2. *Quantify outcomes of survey - identify the concerns and perceptions of the issues that affect the beneficiaries*
3. *Use this evidence based research in order to help suggest a decision of beneficiaries' play space desirables*

# Floreat Park Primary School P&C Association



4. Present information to the P&C Exec for a Quick Win and potential approval at P&C meeting on **15 August**
5. Using the survey information, suggest a landscape designer / landscape architect / play space designer for the P and C to engage for the BIG project on the allocated land and form a task list of 'must haves' based on the survey that forms the basis of the design.

*(beneficiaries = students at FPPS)*

## NOTES:

1. The current landscape and existing trees formulates part of the design for the new play space
2. The new play space will be designed by a certified landscaping company or eq./eq in conjunction with the playspace team
3. Incorporates a potential JV with the TOC
4. Uses evidence based research from our school survey to Design the space.

The schools Management team, the P and C executive committee and, the play space sub – committee have recognized this as a **2 – TO 3 phase** project. The first two phases are an immediate solution to our play-ground issues, the third phase is a big picture planning and play space project, that may incorporate more than one site within the school.

**Phase 1 – to be completed by mid – term 4 – the P and C would need to bear the cost of the relocation of this equipment if master planning changes in the future. The equipment is gifted to the school from the P and C, and becomes a maintenance item as part of the school infrastructure budget**

1. Is an extension of the existing sandy 28 x 9 m (approx.) playground site.
2. Uses sand as soft fall
3. Has a 1c limestone retaining wall as per existing playground
4. Incorporates as many outcomes from the survey as possible
5. Is an off the rack item from a major supplier (such as FORPARK or PLAYMASTER)
6. May also suggest the purchase of loose play items such as soccer goals, giant games, etc.
7. Acknowledges and incorporates survey outcomes where possible.

**Phase 2** – requires the relocation of the raised garden beds to the northern most boundary fence



1. This area is adjacent to the undercover learning area and currently houses the raised garden beds.
2. The raised garden beds could be relocated along the northern most fence of the FPPS site
3. The phase 2 area is easily locked up and could be the location for some of the outcomes of the play space survey
4. This area could be used during break time, as well as an extension of the library and as another outdoor class room / break-out space for special needs during teaching time.

**Phase 3** – to be a long term, multi-phase / multi-site project – future play space – big picture

1. Is an area adjacent to the existing large sand pit play equipment, it is an un-utilized area of the school, that is on a steep gradient, it is unsuitable for future building of classrooms.
2. Uses the current landscape and existing trees as part of the design
3. Will be designed by a certified landscaping company
4. May incorporate some retaining and level changes to the site
5. Incorporates a potential JV with the TOC
6. Uses evidence based research from our school survey to Design the spot ace.
7. May require new fencing to Chandler Avenue.
8. Does not require shade sails.

Results from the whole school survey will be on public display at the Learning Journey in Term 3 in the undercover area, and will form part of an exhibition demonstrating the schools and the P and C's commitment to play space expansion at FPPS. Public comment is welcomed and encouraged.

## SOCIAL – Fundraising/Events & Class Reps

### Report Details

<b>Date</b>	6 August 2017
<b>Prepared By</b>	Marissa Rimmer & Claire Shoebridge



## Update and Key Activities

### Fundraising and Social – Term 2 Wrap Up

- Lapathon
  - Successfully raised over \$16,500.00!!!
  - Thank you to the local businesses who supported this great event – letters have gone out
  - Positives:
    - Online donations accounted for over \$11,000 of donations – successful, will continue for 2018.
    - Prizes
    - Web based results using bib numbers
    - School staff support (organizing, shutting down oval at lunch, bringing classes down, crazy hair)
    - Crazy hair
    - Brief assembly at end of day
    - Parent registration and participation
  - Even Better If:
    - Coffee van for parents
    - Spread students around track
    - 200m for younger students (2017 was 150m)
  - Other feedback is welcome to Claire or Marissa
- Edudance video
  - Both sessions filmed by Grant Taylor
  - P&C organizing editing and production, and will then finalise price and distribution.

### Fundraising and Social – Term 3

- Kindy Fashion parade by Et Seq
  - Well attended and successful event took place at JJ Kings on 3 August.
  - Any funds raised will go to the P&C.
- Art for Cards
  - We have 2 new volunteers this year who have planned the roll out of these and are coordinating with the Art teacher.
  - Art work done during Term 3 and delivery during term 4.
- Tea towels
  - This activity will merge with the Art for Cards fundraiser in 2017.
- city2surf update
  - On track for Sunday 27/8/17

# Floreat Park Primary School P&C Association



- Will have a sausage sizzle on Friday 25/8/17 between 2-3.30pm when handing out race bibs. Hope to have some teachers help with BBQ – increase school community/integration.
- Sausages donated by Holmes family (Creative Meats).
- Megan O'Shea (Active Solutions Physio) is organizing sausage sizzle and will donate proceeds back to P&C.
- Fathers' Day stall
  - On track and organized for Friday 1 September.
- Cake stall at sports day
  - On track for 6/9/17
- Kids cancer project update
  - On track for 22/9/17.
  - Gold coin donation for cupcakes.
  - Community project organized by a parent and money raised is donated back to Kids Cancer.
- Wine drive
  - Currently in negotiations with distributor to arrange for term 4.
  - Sparkling will be available this year.
- Floreat Kiosk initiative
  - Floreat kiosk has provided the school with a unique promo code. Book online using the promo code and The Kiosk donate \$1 Voucher for every customer resulting from the booking. We can then claim vouchers for any events as often as we like.
- Earn & Learn – from Woolworths.
  - Shop at Woolies, collect the stickers, fill in the sheets (or put sticker rows) in the box at Woolies, FPPS Front Office or FPPS Kindy by end of term.
  - Get the neighborhood involved!!

## **Fundraising and Social – Term 4**

- Melbourne Cup
  - Final call out to a group of parents wanting to organize the Melbourne Cup lunch in 2017. Please let Claire or Marissa know ASAP

## **Miscellaneous**

- Banners & signs update
  - Currently organizing photos to promote P&C events.
- Planning for major fundraiser 2018 – currently in planning and negotiations. More to come.
- Annual fundraising target.
  - Just over half way!



## Recognition and Thanks

- Thanks to the organisers of the Kindy/PP Fashion night – Michelle Clement and Nadine Smith
- Thanks to the Holmes family for donating the sausages for the upcoming City2Surf
- Thanks to Megan O'Shea for donating the proceeds from the sausage sizzle for the upcoming City2Surf back to the P&C
- Thanks to Natasha Hawksley for organizing Mother's Day and Father's Day stalls

## Financials

Funds Spent	n/a
Funds Raised	\$16533.40
Funds Remaining	n/a

## Items Requiring Approval

Nil

# Canteen

## Report Details

<b>Date</b>	9 August 2017
<b>Prepared By</b>	Rebecca O'Brien

## Update and Key Activities

The Canteen Sub-committee has met with the P&C to consider:

- Healthy Food and Drink Policy
- Snack Shack Terms of Reference/Mission Statement
- Financial position and menu pricing

# Floreat Park Primary School P&C Association



Term 3 dates to note are:

- Cake stall (after school) - 8 September
- Preprimary recess - week 3 and week 9
- Package Free Friday – TBA
- CANTEEN CLOSED - 6 September (Faction Athletics Carnival)

## Recognition and Thanks

Thank you to our fabulous volunteers and our hard-working canteen coordinators Fran and Karen, we are so lucky to have you feeding our children.

Thank you also to the P&C Executive for all the time and support they give to the Snack Shack.

## Financials

Income	\$48,465
Expenses	\$39,258
Profit	\$9,207

## Items Requiring Approval

### Commercial Grade Toasted Sandwich Maker

On Monday 7 August, the toasted sandwich machine broke and we urgently needed a replacement. Per the canteen sub-committee report to the P&C dated 16 May 2017, approval was granted to upgrade to a larger commercial-grade machine.

Stanlee, our preferred equipment supplier, recommended the Roband Grill station for our purposes. It toasts six sandwiches at a time and is designed as a commercial toaster for multiple uses. The number of toasted sandwiches made on a daily basis has increased substantially as the school has grown and hinges towards the younger years.

In addition to toasting sandwiches, it will allow us to grill such items as yummy drummies, chicken and pies among other things. This will assist us with oven space, which is becoming restricted as the school grows.

**Approval is sought from the P&C to ratify the purchase of a Roband Grill station for \$932.**



# Scholastic Committee

## Report Details

<b>Date</b>	Thursday 23 <sup>rd</sup> February 2017
<b>Prepared By</b>	Victoria Strang

To be presented on the night

# Uniform Committee

## Report Details

<b>Date</b>	7 August 2017
<b>Prepared By</b>	Phillida Rodic, Claire Haselhurst, Lisa Church

## Update

Sales have been steady and stock has been replenished as required.

Financials as presented below:

	May 2017	June 2017	July 2017
Funds received – sales	2,974	4,788	2,109
Funds spent – stock orders, transaction fees, insurance	(5,405)	(2,439)	(883)



# School Banking

## Report Details

<b>Date</b>	10 August 2017
<b>Prepared By</b>	Penelope Hickman

## Update and Key Activities

- To date we have 157 bank accounts set up.
- This year we have banked **\$12,220.95**
- Commission from set up of bank accounts: \$863.50
- Commission earned from deposits: \$672.15 (\$5.50 per \$100)
- Total commission earned from set up of bank accounts and deposits: **\$1,535.65**
- Figures are shown from 16/2/2017 to 10/8/2017
- Many students have made 20 deposits and are ready for silver certificate status.
- Prizes are still being rewarded for consistent savers.

## Recognition and Thanks

- To the consistent student savers. We love seeing you every Wednesday morning.
- To the ever-reliable school banking coordinators: Karina Wong and Kate Weaver.

## Financials

Funds Spent	\$0
Funds Raised	\$1,535.65
Funds Remaining	

## Items Requiring Approval



# Principal's Report

I have returned to school this term rested, having cleared my long service leave and inspired by my time at Harvard!

I believe it is really important to have a cohesive and well-informed leadership team to ensure consistency in decision making, progress school plans and to build community confidence in the school.

Thank you to Mark Walters for taking on the role of Acting Principal and to Rod Cohen and Steve Godden for their support during my absence. Feedback from the community and staff has been extremely positive on how smoothly the school ran and on the success of school events in the latter part of the term.

## Report Details

### **Semester 1 Reports**

During the second half of Term 2, our teachers put a great deal of effort into writing individual reports for every student for the end of Semester 1.

The Strategic Leadership Team met first to refine the process further from previous years and produced detailed guidance for staff to ensure a consistent writing style and expectation.

Staff received training and support as needed throughout the process. A system of peer review and line manager checking then took place before the reports were finalised.

Importantly this year, we directed teachers to ensure there was a 'no surprises' approach to parents receiving reports. This meant that where students grades may have been lower than in their previous report, teachers met with them beforehand to discuss this face to face. This was equally the case where learning difficulties and/or disabilities exist. This is in keeping with our drive to improve communication with parents to empower them as co-educators.

Feedback from Rod Cohen and Steve Godden was that this was the most efficient and effective report writing process they have experienced at Floreat. The overwhelming majority of parents were extremely happy with their children's reports and only one complaint was received and resolved.



## **Lapathon 2017**

A huge thank you to Marissa Rimmer, Claire Shoebridge and Emma Fuller for their work in organising the Lapathon. It was a great success, evidenced by the record breaking amount raised, \$16,813.40 at the last count.

Much of the success lay in the way that the school and P&C worked together to promote and create a 'buzz' about the day. Many members of staff commented that they really felt part of it this year and the parent support was excellent. Blue Chip Timing did a fantastic job at making it a technologically advanced event and the range of prizes and categories were all well received.

Marissa, Clare and Mark met following the day for a debrief meeting and carried out a 'what worked well/even better if (WWW/EBI)'. This information will be used to make Lapathon 2018 even more successful!

## **Bicycle Education**

Our Year 5 students took part in an excellent bike education program run by Floreat Parents Richard Woods and Jim Green from Nedlands 'Let's Ride' on behalf of Cycling Australia. The students learnt a great deal about bicycle and road safety and took part in an excursion riding around Herdsman Lake.

The great success of the program has been reported nationally by Cycling Australia on their website which further raises the profile of our school.

Bicycle Education is free for parents as it is funded by a grant which the school applies for through Sporting Schools Australia, however, Richard and Jim include a lot of extra elements to the course such as:

- the supply of helmets and bicycles if needed;
- use of mobile traffic lights to teach students in real world contexts;
- video demonstrations;
- advanced instruction on gear usage, blind spots, precision stopping; and,
- a special 'triathlon event' at the end of the course.

Year 3 students will benefit from a course they will be running for us in Term 4.

## **Edu-Dance Concert**

As per usual, the Edu-Dance concert was a roaring success and a highlight of the term. It showcased how much our students love school and engage with activities.

The Edu-Dance teachers did a fantastic job with our students, culminating in two concerts in front of over 200 parents and family members.

# Floreat Park Primary School P&C Association



Thank you also to Rod for his organisation of the timetable so that classes could rehearse each week on the run up to the concert.

We are aware of feedback regarding viewing space being at a premium and will look at ways we can address this next year.

## **Workforce planning**

We are running a recruitment process during Term 3. In line with our workforce plan, we are looking for staff who will contribute positively to the school's ethos, particularly in the areas of collaboration and contemporary practice (including the use of ICT).

We expect staff on fixed term contracts will apply and are conscious that there will be a lot of competition for these merit-selected positions. PDT Consulting ran a workshop to provide staff with professional learning on writing effective job applications.

Feedback was extremely positive and teachers felt very well supported by the school.

## **Librarian Position**

Jodie Barnes has successfully secured the position of Librarian to the end of the year with possible permanency. It was a competitive application process. Jodie has made a great deal of progress in improving our library facilities and fostering a love of literature with students since she commenced at Floreat in January.

## **Whole School Approaches to Curriculum Planning**

Throughout Term 2, our Professional Learning Communities (PLCs) focused on creating consistent 'pacing guides' to plan out how the Western Australian Curriculum content is covered across each year level. This work is part of refining whole school approaches to teaching and learning and ensuring consistency across year levels. It also ensures that all students receive their entitlement to quality first teaching at an age and ability appropriate level.

The next stage in this process is to empower the Curriculum Committees to lead teaching and learning in their subject areas across the school. This has begun with the Mathematics Committee who received a day of professional learning led by Mark. The day included developing leadership skills, defining our common beliefs about mathematics at Floreat, a vision for mathematics and a research based, best practice approach to lesson design. The English Committee met last week and they too will be documenting the whole-school approaches to teaching literacy and the implementation of all the professional learning that has been provided this year.

As part of performance management processes all teachers will have the opportunity to observe colleagues teach literacy (or a modified version in the case of specialists) this term.



## **Re-designing Students' Play Spaces**

Every student has had the opportunity for their voice to be heard on how they would like to see Floreat's play spaces developed in the future. All students took part in a structured, whole-school activity where they drew, wrote or spoke about how they currently spend their recess and lunch and how they would like to.

The wonderful documents they produced have been shared with staff, who also recorded their vision for our play spaces. This information has been shared with Kim Latham in one of a series of meetings with Mark and me. She will now work with the P&C to collate the information as data to help us plan initiatives. We will also identify a 'quick win' initiative which can be actioned before the end of this year to improve our play provision.

## **Banksia 2017**

Kim, Andrea, Emma, Steve, Rod and Mark met to discuss the production of the Banksia for 2017. There was universal agreement that it is a highly valued publication which should continue to be produced to the quality of the 2016 edition.

To make the process more streamlined and cut down on the significant school leadership time spent on it, it was decided that this year the Banksia content would be collated using a Cloud storage folder system so that all involved (including publishers and editors) could drop in and share content.

This structure has been set up and school staff briefed on what they need to do. Content is due by the end of Term 3, with checking completed in the first 2 weeks of Term 4 before sending to edit and publish. We aim for the Banksia 2017 to be printed and distributed in early December.

## **Planning for 2018**

All future planning begins with student enrolments which we have been reviewing for 2018. In the last newsletter we asked parents of students in K-5 whose children are not returning to Floreat in 2018 to let us know. Initial indications suggest that we will have approximately 25 more students than 2017 (making a projected total of around 640) but will be able to maintain the same number of classes. The student-centred funding model indicates that on this basis, staffing levels should remain at similar levels to 2017 but we would have more available funds.

One obstacle we have faced is the number of families who currently live out of our local area but wish to enrol siblings. To decline the enrolment of a significant number of siblings this year would disturb the harmony in the school. Having consulted colleagues



from local schools we have decided to accept siblings this year but continue to comply with the directive from the Department not to enrol students who are out of our local area, unless they are part of the WAIS gymnastics program, as this is an agreement that still stands. In this way the number of out of local area enrolments will continue to decline by natural attrition as they move through the school.

### **Early childhood buildings**

These are on track for an end of year move. We have had meetings with the Department's planning team regarding placement of fences, bike track and landscaping. We will consult with the Grounds Committee to outline our parameters and work towards finalising the plans.

### **New Crossing**

The proposed plans have been agreed and we await the commencement of adjustments to the road markings and cross over to facilitate the crossing. Kim Batina has raised concern about the other 'natural' crossing on Chandler Ave West accessing the ECE buildings near McLean Oval.

### **Funding requests.**

#### **Please find attached funding requests for the following:**

1. The variation costs associated with changing the air conditioning from evaporative to refrigerate in the new buildings amounts to \$45 500. We have negotiated with the Department that the school will meet \$20 000 and they will meet the rest. We are very comfortable with this as we have the result we desired, earlier than expected and we are fully covered for any defects during the first year and the Faults program thereafter. School funds have all been allocated for this year however we are in a position to finance \$5000 of this. A funding request has been submitted to the P&C for the remaining \$15 000. Initial discussions with Kim suggest this could come from the Infrastructure budget the leasing of laptops is staggered over three years.
2. Air conditioners - from PP3 and 4 will be removed at the end of the year and reinstalled in the art room and computer room. Funds for air conditioning have already been approved by the P&C and just need re-directing from Rooms 12 and 14 unspent money.
3. Kindy painting. This has been completed and paid for by the school. A funding request for \$11 088 is attached.
4. Laptop leasing.
5. STEM equipment.



6. Maker Space (Computer room)

Future projects include the painting of some classrooms and upgrading the music room.

**Teacher allocations**

Teachers are very grateful for the generous allocation of \$200 from the P&C. I am currently collecting information on how this has been spent to share with the P&C.

Jane Rowlands and Mark Walters

## Request for P&C Funding

### Request Details – PHASE ONE – PLAY SPACE PROJECT

<b>Summary of Request</b>	Phase One – play space project
<b>Prepared By</b>	Kim Latham
<b>Request Date</b>	15 <sup>th</sup> August
<b>Date Funds Required</b>	Term 4 2017
<b>Amount Requested</b>	Up to \$70 000
<b>Learning Area</b>	Whole School
<b>Year Level/s</b>	Whole School

### Please describe what you would like to purchase with the funds requested

Please see P and C Grounds report 3, Phase 1 of Play space project

### Please describe how this will benefit the school and/or children

1. This will be a new active play area in the school that addresses our immediate play space and growth issues as previously discussed at P and C and board level
2. Is an extension of the existing sandy 28 x 9 m (approx.) playground site.
3. Uses sand as soft fall
4. Has a 1c limestone retaining wall as per existing playground
5. Incorporates as many outcomes from the survey as possible
6. Is an off the rack item from a major supplier (such as FORPARK or PLAYMASTER)

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7. May also suggest the purchase of loose play items such as soccer goals, giant games, etc.
8. Acknowledges and incorporates survey outcomes where possible.

Has some of the cost been funded by other means (school reserve/grant/DoE etc) and if so, please give details

No – however we are seeking additional grants for the shade sails to cover this area

Is there anything else we need to know to support the request? Please attach any supporting documents/quotes.

Phase 1 of the Play space project is the first of 3 phases of restructure and expansion of the current play zones within the school, and is a demonstration of the schools commitment to addressing the immediate issues associated with the rapid growth of our school population.

## Request Details – PHASE TWO – PLAY SPACE PROJECT

<b>Summary of Request</b>	Phase 2 – play space project
<b>Prepared By</b>	Kim Latham
<b>Request Date</b>	15 <sup>th</sup> August
<b>Date Funds Required</b>	Term 4 2017 and Term 1 2018
<b>Amount Requested</b>	\$6,000
<b>Learning Area</b>	Whole School
<b>Year Level/s</b>	Whole School

Please describe what you would like to purchase with the funds requested

Please see P and C Grounds report 3, Phase 2 of Play space project

5. May incorporate the loose play items such as giant games, dress ups,
6. May incorporate some fixed items such as reading pods, decking, covered reading zone, learning zone on the periphery



Please describe how this will benefit the school and/or children

9. This area could be used during break time, as well as an extension of the library and as another outdoor class room / break-out space for special needs during teaching time.
10. This area becomes an alternative to the active play zones in the school and is a combination of active, passive, creative and learning play.
11. This area may be used as an area for one on one teaching or as an informal meeting place.

Has some of the cost been funded by other means (school reserve/grant/DoE etc) and if so, please give details

No

Is there anything else we need to know to support the request? Please attach any supporting documents/quotes.

See grounds report and addendum

## Request Details – AIR CONDITIONING NEW ELC

<b>Summary of Request</b>	Contribution towards the refrigerative air conditioning in the new early childhood buildings
<b>Prepared By</b>	Jane Rowlands
<b>Request Date</b>	8 August 2017
<b>Date Funds Required</b>	When invoiced by the Department of Education.
<b>Amount Requested</b>	\$15,000
<b>Learning Area</b>	Early Childhood
<b>Year Level/s</b>	Pre-primary and Year 1

Please describe what you would like to purchase with the funds requested

The school requested a change in the type of air conditioners installed in the ECE buildings from evaporative to refrigerative. It was negotiated with the Department that we would contribute \$20 000 of the \$45 000 variation costs. The school will pay for \$5 000 of this and requests the P&C meets the balance.



Please describe how this will benefit the school and/or children

Better quality and more effective air conditioning system.

Has some of the cost been funded by other means (school reserve/grant/DoE etc) and if so, please give details

The Department is meeting most of the cost of this variation (\$25 000) and is responsible for defects within the first year and ongoing maintenance as part of the Faults program.

Is there anything else we need to know to support the request? Please attach any supporting documents/quotes.

Ordering, installation and all other costs are being met by the Department. The evaporative system originally in the specifications has been deleted. It will be more aesthetically pleasing compared to the BER buildings which have visual evidence of the old decommissioned evaporative system. The P&C installed evaporative systems into the BER buildings.

## Request Details – KINDY PAINTING

<b>Summary of Request</b>	Kindergarten painting
<b>Prepared By</b>	Jane Rowlands
<b>Request Date</b>	8 August 2017
<b>Date Funds Required</b>	ASAP
<b>Amount Requested</b>	\$11,088
<b>Learning Area</b>	ECE
<b>Year Level/s</b>	Kindergarten

Please describe what you would like to purchase with the funds requested

It has been agreed in principle that the P&C fund the cost of painting the inside of the kindergarten.



Please describe how this will benefit the school and/or children

Both rooms were looking tired and in need of a facelift. The space is now looking fresh and clean.

Has some of the cost been funded by other means (school reserve/grant/DoE etc) and if so, please give details

No

Is there anything else we need to know to support the request? Please attach any supporting documents/quotes.

The school is very conscious of ensuring that parents of kindergarten students see a return on their support of the P&C.

## Request Details – LEASED LAPTOPS

<b>Summary of Request</b>	Bank of 50 Laptops to support ICT Capability and Digital Technologies
<b>Prepared By</b>	Mark Walters
<b>Request Date</b>	04/08/2017
<b>Date Funds Required</b>	When invoice received
<b>Amount Requested</b>	\$58,178.46* (*Quarterly payments of \$4,848.21 for 3 years)
<b>Learning Area</b>	Whole school
<b>Year Level/s</b>	All

Please describe what you would like to purchase with the funds requested

50 laptops and 2 charging station trolleys to allow students to use ICT at their desks in their everyday learning as well as in digital technologies lessons in our planned 'makerspace/STEM lab' (currently the computer room).



## Please describe how this will benefit the school and/or children

Proficiency with Information and Communication Technology (ICT) and digital technologies are fundamental 21<sup>st</sup> Century skills which our students need to ensure they are best placed for life and work in the rapidly changing global workplace. Digital Technologies is part of the Technologies curriculum and this is delivered by our Science, Technology, Engineering and Mathematics (STEM) teacher. This learning area involves students developing their knowledge of digital systems including computer science and coding. ICT is delivered throughout the curriculum and involves students using technology to support their learning across the curriculum. It also incorporates the teaching of social and ethical protocols and digital citizenship.

Whilst many schools in Australia are embarking on Bring Your Own Device (BYOD) programs, we believe that this approach currently represents risks due to the Department of Education network, Telstra bandwidth, affordability of technical assistance and e-safety. However, we recognise an opportunity through our highly supportive parent community whereby the funding of school owned devices is possible.

We feel that a school owned device approach is better than a BYOD model for the following reasons:

- Standard 'image' for devices means that apps are available and can be deployed or removed as needed;
- technical problems can be dealt with by the school technician meaning students are not left without devices;
- devices are kept at school which ensures they are charged and ready for use when needed;
- school has control over the content on the device and can manage monitoring and locking more effectively; and,
- devices can be shared and moved to areas of need offering greater flexibility.

## Has some of the cost been funded by other means (school reserve/grant/DoE etc) and if so, please give details

Technology and ICT programs at Floreat Park Primary School are funded by the school and grants (when available). P&C funding in this instance will allow us to develop the programs at a faster rate.

## Is there anything else we need to know to support the request? Please attach any supporting documents/quotes.

Leasing is carried out via the Department of Education and suppliers on the government



Contract use Agreement (CUA).

## Request Details – ROBOTIC KITS

<b>Summary of Request</b>	Class set of Hummingbird robotic kits
<b>Prepared By</b>	Shelley Jenkinson
<b>Request Date</b>	17/07/2017
<b>Date Funds Required</b>	When invoice received
<b>Amount Requested</b>	\$5580.00 (inc GST)
<b>Learning Area</b>	STEM
<b>Year Level/s</b>	Years 5 and 6

Please describe what you would like to purchase with the funds requested

4 x Hummingbird Duo Classroom Kit @ \$1395.00 (inc GST each) = \$5580.00 (inc GST)  
(Sufficient for 32 students working in pairs).

Please describe how this will benefit the school and/or children

Proficiency with Information and Communication Technology (ICT) and digital technologies are fundamental 21<sup>st</sup> century skills which our students need to ensure they are best placed for life and work in the rapidly changing global workplace. Digital Technologies is part of the Technologies curriculum and this is delivered by our Science, Technology, Engineering and Mathematics (STEM) program.

At Floreat PS we are focussed on providing a learning experience which encourages children to create and problem solve, rather than just consume. The Hummingbird Robotic Kits consist of a circuit board and components which the children can combine to build their own designs. Using coding skills learned through the STEM program, they can then make robots, kinetic sculptures and animatronics built out of a combination of the kit parts and craft materials. The design and construction process mimics that of traditional circuit board based electronics, without soldering and in a simplified environment. The kits are used by Scitech in their animatronics program and therefore have been proved suitable in an upper primary environment. At Floreat Park PS they would complete a progression of learning already commenced in Years 3 and 4 with other existing electronics resources.



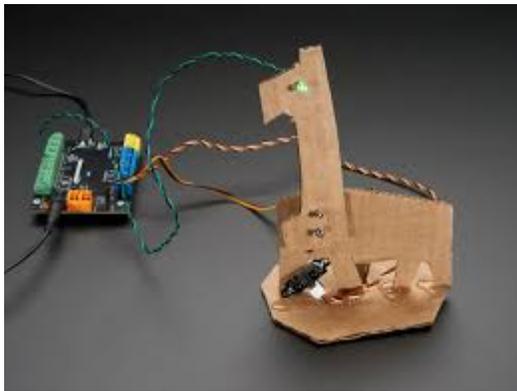
Has some of the cost been funded by other means (school reserve/grant/DoE etc) and if so, please give details

No.

Is there anything else we need to know to support the request? Please attach any supporting documents/quotes.

Hummingbird youtube channel (including introductory clip)

<https://www.youtube.com/channel/UCxjgGxBG2QhymwC2FHpt3zw>



## Request Details – STEM MAKER SPACE

<b>Summary of Request</b>	STEM Makerspace
<b>Prepared By</b>	Mark Walters
<b>Request Date</b>	07/08/2017
<b>Date Funds Required</b>	Term 3
<b>Amount Requested</b>	\$20,000.00
<b>Learning Area</b>	Technologies
<b>Year Level/s</b>	All

Please describe what you would like to purchase with the funds requested

The requested funds will allow the current computer room to be transformed into a 21<sup>st</sup> century learning 'makerspace/STEM lab'. STEM is a cross disciplinary area involving the development of science, technology, engineering and mathematics (STEM) skills.



## Please describe how this will benefit the school and/or children

One of the principles of the grounds and facilities committee is for specialist teachers to have a dedicated teaching space within the school. This has been achieved with Art, resulting in a purpose-built art room. This request will allow our Technologies teacher, Shelley Jenkinson, to have a space in which she can deliver the Western Australian Technologies Curriculum to all students at Floreat Park Primary School.

Currently the computer room is not suitable for the development of the 21<sup>st</sup> century skills we are developing in our students. The new Technologies curriculum includes both digital and design technologies and will be mandated from 2018. This learning area involves students developing their knowledge of digital systems and design processes. ICT is now delivered throughout the curriculum hence the increased demand for mobile devices (iPads and laptops) so that students are not restricted to only using computers when the computer room is available.

The main delivery of this important learning area is done by our specialist teacher Shelley Jenkinson. Currently Shelley is required to wheel her resources from classroom to classroom or take students to the computer room as her program requires. The lack of a fixed 'base' presents both technological and teaching challenges which a makerspace would address.

Makerspaces are becoming a widely employed initiative in schools globally and STEM skills have been specifically referred to in the Department of Education's strategic plan.

Some visual examples of Makerspaces are below.

## Has some of the cost been funded by other means (school reserve/grant/DoE etc) and if so, please give details

Technology and ICT programs at Floreat Park Primary School are funded by the school and grants (when available). P&C funding in this instance will allow us to develop the programs at a faster rate.

## Is there anything else we need to know to support the request? Please attach any supporting documents/quotes.

Excerpt on Makerspaces from the Australian Digital Technologies Hub;

**What is it?**



Maker spaces are creative, self-directed learning spaces where students can create, invent and learn. Sylvia Martinez states: 'The Maker Movement is a revolutionary global collaboration of people learning to solve problems with modern tools and technology'. In a maker environment, students have the opportunity to become involved with collaborative hands-on projects that promote multidisciplinary thinking and learning. Students can tinker, explore, discover and create new things using a variety of tools and materials. The spaces are often filled with computers, 3D printers, electronics, craft supplies, tools and recycled materials. Maker spaces are unique and might focus on electronics, robotics, woodwork, sewing, programming or a combination of these skills.

In schools, maker spaces exist in three different forms: as dedicated spaces, distributed spaces or mobile spaces. For further information about these three types, visit [How to create a 'Maker' space at your school.](#)

#### References

CMK Futures (2017). 'Professional development'. Online resource:  
<http://inventtolearn.com/workshops>

Department of Education and Training Victoria (2016). 'Making'  
What could you find in a maker space?

In a maker space you might find some of the following resources:

- 3D printers, laser cutters
- power tools, hand tools (eg scissors, pliers), adhesives
- computers, robotic equipment, Arduino boards, Makey Makey, littleBits
- recycled materials, old devices
- craft and art supplies
- electronic parts and tools.

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ADDENDUM  
Play Space Proposal