



## Art Education Association of Western Australia

### RECORD OF MEETING

**Primary Sub Committee**  
Saturday, 28 June 2008  
Giardini's Café, Leederville

#### **Attendance**

Rosie Edmiston, Sarah Hannah, Pauline O'Brien, Stephanie Matthews, Linda Radford, Lynda Kuntjy, Jeanette Lyons.

#### **Apologies**

Talita Van Tonder.

#### **1. Minutes from last meeting**

Accepted Pauline. Seconded Sarah Hannah.  
Minutes passed as true and correct.

#### **2. District Reports**

##### **East**

Wasn't as busy as last time with only six people attending. Maybe people felt the distance was too far to travel for the venue. It was great to see a few new faces. Art Ed forms were handed out. Everyone was very keen but, unfortunately, no new members signed up on the day. Some great ideas were shared. It is important to keep encouraging new membership at these events.

##### **South**

It was disappointing that only a six people attended, however, there were some gorgeous ideas shared. Thanks to Cheryl Hancock for holding the afternoon. Trish Burville will host the next gathering at Harmony Primary School.

##### **North**

North networking session was held at Bayswater and ten people attended. Great discussion and all people brought projects to share. Kylie from Bassendean shared an excel levelling sheet.

**Action:** Rosie to forward the levelling sheet to sub committee members.

## Central

About 12 – 13 people rsvp'd but there were a few people who pulled out at the last minute. A few new faces attended. Karen Sabitay did an absolutely AMAZING job. She was fantastic and very, very inspiring. Thankyou cards should be sent to those hosting primary PD's using the new logo.

*Action: Lynda to follow up on thankyou cards.*

*Action: Lynda to assist in the process and develop standard proforma's and sheets for planning, reporting and events as required, including what when, who. costs and rsvp's.*

## 3. Future PDs

### Felting Hollow forms PD Week 2 in Term 3.

- North at Lake Joondalup Baptist College  
Monday 28 July 2008
- South at Peter Carnley Anglican Community School  
Wednesday, 30 July 2008

All rsvp's to be forwarded to Sarah Hannah [shannah@pcacs.wa.edu.au](mailto:shannah@pcacs.wa.edu.au)

Cost: \$30 for members and \$40 for non-members

Workshop is limited to 16 participants.

### Photoshop/Paintshop Pro PD in Term 3 (Rosie to do flyer)

- John Wollaston Anglican Community School  
Saturday, 23 August from 10 – 3pm (Week 5)
- Landsdale Primary School  
Saturday, 30 August from 10 – 3 (Week 6)

Rosie to organise information for advertising flyer

Cost: \$10 for members \$20 non-members

Workshop limited to 20 participants.

Catering: Co-ordinators will supply food for professional learning sessions.

*Action: Steph and Rosie will look into a more central location for professional learning. Any changes will be forwarded Pauline to change on the website.*

## 3. Art Blast Exhibition

Official opening is Monday, 20 October 2008. Art Blast is a Fremantle/Peel district school event and is usually held Week 2 Term 4, organised and coordinated by Pauline O'Brien. Information will be passed onto Rosie to send out through primary networks.

- Art Blast PD – artEd

Will be on Tuesday, 22 October, coordinated by Pauline O'Brien. The session will include a tour and general sharing and will run from 4.30 – 6.00pm.

- Art Blast PD – Access Asia

Will be on Wednesday, 23 October, coordinated by Pauline O'Brien. The session will have an Asian focussed tour of the exhibition and dinner afterwards at Joy Luck Kitchen, 6.00 – 9.30 the cost is \$20.00.

#### **4. JHSSA Exhibition**

Jeanette Lyons is on the management committee for the JHSSA Exhibition. Jeanette is currently investigating a special 'Show and Tell Gathering' for primary and secondary for this event.

**Action:** Jeanette will get information about this exhibition and potential show and tell to Rosie.

Pauline mentioned that there is no DET funded Education week this year. Possible future events of this nature will be explored for the northern suburbs for 2009. As district support is limited, events of this nature will be co-ordinated by the effort of teachers who are willing to be involved. There is very little funding available. Costs for Art Blast include venue, lighting, display boards and stands. Schools are charged \$100 to participate and it is open to both primary and secondary sectors. District Office has allocated ten days teacher relief days which is an extra cost. Pauline does get some district office time was a big help. Pauline said that holding it in the Fremantle Town Hall at no charge was a big help to covering costs. Rosie said that she will further investigate a similar opportunity for the northern suburbs, but not for this year.

#### **5. School Exhibitions**

Most school exhibitions will be held during Term 3 and will be publicised through yahoo.

**Action:** Rosie needs to add her Landsdale dates. Suggested that she ties it in to run a show and tell as well.

#### **6. Moderating PD**

Moderation activities will be held early Term 1, 2009.

**Action:** Rosie to collect data from Joondalup.

**Action:** Rosie and Sarah to send out level documents to all primary sub committee members

Joondalup district is running trial moderation for the visual arts. Rosie will try to attend.

**Action:** Rosie to pass on information to sub committee members and this item to be addressed at next meeting.

#### **7. Any Other Business**

- Reimbursement of materials and travel for PD

Travel, materials and catering are reasonable expenses and should be reimbursed. Discussion regarding the process of receiving payment for attendance of workshops ensued. Members agreed that pre-payment is unreasonable. Reimbursement of costs will be covered.

**Action:** All costs need to be factored into the planning of future workshops; Receipts must keep all receipts for auditing processes.

- Advertising through School Matters

School Matters is another way of getting the info about professional learning out to all schools.

**Action:** Rosie will discuss with Sarah and information will be forwarded asap.

- President questions

Thankyou letter to Jackson's for support primary network meetings

**Action:** Lynda will write on behalf of the primary sub committee and look into developing a generic thankyou letter for members to use with a paragraph for convenors to personalise.

- Finances

How much do meetings and PD's cost?

Approximate costs are \$50.00. This is on top of initial tea and coffee costs incurred. As a general guideline, costs for gathering could be grouped into 12 or 24 people gatherings.

**Action:** Members to forward any further catering details to Lynda

- Art Alive Publications Sold

Pauline has a organised list of publications handed out to primary network leaders, however, no list of sold publications has been collated. Pauline indicated approximately 10 publications to this date have been sold.

- Are future PD's cost recovery?

While primary network meetings and demonstration sessions, such as Jacksons riso printing, are not cost recovery, they do bring in new members. The cost of afternoon tea is covered by artEd.

- Payment for presenters and tutors?

Costs for PD need to be covered in PD. Members agreed that participants paying for PD in advance were difficult. Travel, materials, refreshments and catering will be reimbursed. These costs need to be factored into PD planning.

- Past minutes

Past minutes should not be amended to correct typos or add new logo.

**Action:** Minutes are to be sent to President for proof reading before posting online.

- Primary network contact details

**Action:** Pauline to send contacts to Lynda

- Professional learning planning sheet

A proforma was presented to assist in planning primary PD's. Discussion about the relevance and use of the sheet ensued. Members were concerned that planning should not be onerous.

- Feedback sheet

Evaluation and feedback sheets should provide useful feedback on the PD that has been held but also on what people would like for the future. We also need to consider recording involvement of participants and where attendance and feedback information is forwarded.

**Action:** Steph to provide suggestions for feedback and information collection proformas

Members were willing to trial planning sheets and provide feedback on their success. Members expressed interest in being provided with easy access to forms to assist in planning and evaluation.

**Next Meeting**

TBA (Subi?? Brew-ha-ha in Rockeby road??)

Saturday the 20th of September at 9:30am  
It will be a biggy ladies!!!

**Meeting Closed at 11.25**