



Minutes

Churchlands Primary School Board meeting at 6.30 pm on Monday 17 February 2020 to be held in the staffroom at Churchlands Primary School

1.0	Welcome and Apologies	ACTIONS
1.1 Chair	Open and welcome – Farewell Phil Daglish	
1.2 Chair	Apologies: Libby	
1.3 Chair	Confirmation of agenda Confirmation of previous minutes	Minutes from previous meeting approved : Natalie confirmed : Adrian
2.0	Disclosure of Interest (Real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda)	
2.1 Chair		
3.0	Business Arising from previous minutes	
	<ul style="list-style-type: none"> • NA 	
4.0	Finance	
4.1 Kim 5 mins	Overview of the preliminary 2020 budget. Outlined the budget and the distribution of money is allocated to and why.	2020 Budget approved by the Board
5.0	SB Code of Conduct/SB Task and Actions 2020	
Kim 10 mins	Reviewed the Code of Conduct and tasks and actions for 2020. Discussion on development of a calendar so that board members can allocate functions they can attend i.e.: assemblies, Aussie of the Month, ANZAC day etc.	Milani to send Natalie a year calendar of school events.
6.0	SB Nomination Process 2020	
10 min Kim	Advertise for SB nominations in the newsletter 1 May. 3 positions required. Phil, Holden and Adrian. Discussion on number of members 9 or 10?	Kim to review the TOR for clarification.
7.0	Electronic School Assessment Tool (ESAT)	
Executive Team 20 mins	Overview of what the ESAT review day would entail. Provided Board overview of the 6 Domains that have been presented to the reviewers. Discussion on the meeting – focusing on continuing to build trust in the school	
8.0	Business Plan 2020- 2023	
Jo 20 ins	PP presentation of an overview of our draft business plan. Discussion on areas and relevance of the targets set identified through the collected data.	Jo to organise a meeting with portfolio members in term 1.
9.0	BYOD Guidelines	
	Luke presented an overview of this and what the school has been doing to support parents. Working with Holden as a parent representative has been invaluable. Discussion on getting info out to new parents.	BYOD Meeting - Term 1 for new parents on Digital responsibility.

10.0	P & C Rep	
10	No representative for the P & C	
11.0	General Business	

Next meeting:

Naime
Chair signed:

Date: 15/06/20

Meeting Closed:

Alan
Principal signed:

Date: 15/6/20