Churchlands Primary School Board Meeting

Churchlands Primary School

Meeting Minutes Churchlands Primary School Board meeting minutes for Monday 24.03.25 in Staff Room 6.00pm		
1.0	**Welcome and Apologies**	**ACTIONS**
1.1 Chair	Open and welcome at 6:01pm.	
1.2 Chair	Apologies Kim Fraser, Luke Vanson	
1.3 Chair	Confirmation of agenda. Confirmation of previous minutes.	Minutes from previous meeting approved. Confirmed by Steve and Thanh
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	None reported.	
3.0	**Business Arising from previous minutes**	
Chair	• Luke J provided an update on the soft launch of the school webpage. Ironing out small issues as they are encountered. • Bailey mentioned bibs issue at Their care is resolved for now. • Bailey has provided Psychosocial Risk Management documents to Kim. • Policies to be reviewed by board for this year was agreed to be carried forward. • Post election, Labour promises are expected to be held by incoming Liberal party for Churchlands. • Kim will schedule meeting with Traffic Committee Term 2 week 2. • Emma Cory was welcomed and introduced herself. Parent board members introduced themselves.	
4.0	**Finance**	
4.1 Chair	Awaiting Kim but understood that budget is very tight.	
5.0	**Parent Survey Outcomes – Parent Info Sessions**	
5.1 Chair	• Luke J mentioned that survey results were mainly positive. • Rosie mentioned that the suggestion for the labelling of stationary for first day was good. • Emma stated that the students should be in charge of their passwords as part of their digital citizenship journey.	
6.0	**Policy Review**	
6.1 Chair	The Emergency Management Plan was discussed. • Steve mentioned that it was quite extensive. • Emma suggested that a practice should be held for new teachers to Churchlands and also existing teachers as a lot have moved rooms. • Roise discussed if a more discreet warning was required. This was debated but it was agreed to leave as is.	

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7.0	**Celebrations & Achievements**	
7.1 Chair and Luke J	The following achievements were acknowledged: • Cake stall on election day. • Dads bike ride. • Naplan went smoothly. • Certain teachers scheduled for professional learning (Paul Swan for maths and Talk4writing). • Keen2Steam competition that we won! • Teddy bears picnic. The cancelled swimming carnival was discussed and Luke J explained that there was a pool sanitation issue. Another proposed date is 4th of April (to be confirmed) and if not then the carnival would be postponed till term 4. For the interschool swimming carnival, there are plans in place for the kids that want to represent the school.	
8.0	**P&C**	
8.1	Thuy from P&C was not present and Arthur gave an update on the P&C AGM where he said that there was very low attendance. There are still key positions in the P&C that needed to be filled.	
9.0	**General Business**	
	• Bailey raised the use of cards as well as cash in the canteen. Arthur mentioned that this was discussed at the P&C but not publicly. It was stated that the canteen lost money each year and was subsidised by the P&C to keep running. The P&C were looking at ways for the canteen to return a profit. Everyone agreed that the canteen was crucial as a community hub for the school. • Rosie asked about the trees on the oval and in particular the tree that had a branch fall down due to strong winds. Luke J stated that arborists check the trees on an annual basis and there were no warnings on the last check. A couple trees might need to be trimmed or taken down. The teachers are actively teaching situational awareness to the children about trees and windy weather. • Luke mentioned that Kim had an action to send the annual report to the board members	

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Meeting Closed: 6.50pm
Next meeting: 12 May 2025

Chair signed:
Date : 12/5/25

Principal signed:
Date: 12/5/25

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