Churchlands Primary School

Meeting Minutes Churchlands Primary School Board Meeting Minutes for **Tuesday 28.10.2025 in Staff Room 6.00pm**		
1.0	**Welcome and Apologies**	**ACTIONS**
1.1 Chair	Open welcome	Round the table introductions
1.2 Chair	Apologies: Thanh, Arthur B, Emma C	
1.3 Chair	Confirmation of agenda. Confirmation of previous minutes.	Luke V
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	LV raised an issue with some wording from the minutes under 6.1. Kim will reword and re-issue	Minutes reworded and agreed
4.0	**Finance – 2026 Budgets for review**	
4.1 KF	• Financial Budget Comparative Analysis • Review of the comparative budget, revenue, and expenditure 2026. o Waiting to finalise budget o All areas are required to trim back o Current budget for electricity is over what is expected based on the installation of the Solar System. It is expected that savings will be put back into other areas o Additional funds surplus funds from Library A/C upgrade ~ $21k to be used for panting the Junior Block o Discussion on budget reserves, building funds, and staffing allocations. o It is forecasted that $140k is to be rolled over in 2026 o OLB to be shared at next meeting o Discussions around increasing voluntary contribution charges – KF explained this is set by the DoE and can't be changed by the school • Update to school charges schedule 2026 o Efforts have been made to reduce overall costs	

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	○ It is noted that swimming has increased to $75 ○ An additional charge of $25 has been added for a Maths resource book which is currently being investigated. This is a provisional charge ○ KF noted that the school charges is a maximum amount and may end up less • Booklist costs have reduced compared to previous years • It was suggested that for the 2027 school charges and booklists an annotated list is to be distributed to the board so comparisons can be made • There was some discussion around establishing a building fund which would allow tax deductible donations to the school, KF explained that this was used previously however the administration of such scheme is complex	KF to issue communication to parents regarding the change of school charges (completed)
5.0	**Welcome parents/community and new Board Members**	
5.1 BL	• Board Chair's report 2025 • Thank you to the leaving board members for their commitment to CPS and driving positive outcomes for our students and community.	Noted Noted
6.0	**Curriculum Focus and direction 2025 and beyond**	
6.1 KF	• Overview KF presented: ○ Ongoing review of curriculum effectiveness and data analysis for school improvement. ○ Addressing student mental health and school readiness through resilience projects and support plans. ○ Developing a collective school culture and implementing a curriculum leadership framework. ○ Planning for the next business plan 2026 to 2028 is well under way	
7.0	**School Development Days 2026**	
7.1	• For Board reference.	Kim to circulate all dates for 2026 however it has been confirmed that students will return on Monday 2nd February 2026
8.0	**P & C**	
8.1	• What's happening?	

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Meeting Closed: 7.34pm
Next meeting: 1 December 2025

Chair signed:
Date : 1/12/25.

Principal signed:
Date: 1/12/25

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	○ Update on successful fundraising events like the Lap-a-thon and sausage sizzle. ○ Bunnings sausage sizzle was a success over $1,800 raised • Upcoming – Ducks Camp Out. Only 23 spots left • School Disco • Volunteer scarcity in the canteen leading to consideration of hiring additional staff.	
9.0	**Celebrations & Achievements**	
9.1	• 60th Anniversary, amazing turnout, the silent auction raised around $2,400 • Lapathon results, initial results suggest over $8,600 was raised • ADHD with Me presentation – Elisa Dobson, great event, thank you to KF for organising	
11.0	**General Business**	
	• Community clarifying questions ○ No questions were raised by the community • Update on Traffic upgrades – recent newspaper article ○ The newspaper article wasn't very accurate; progress is made albeit slow ○ Ongoing delays and bureaucratic hurdles for traffic upgrades near the school. ○ - Discussions with local council and government regarding land ownership for car park development. • Challenges with disco attendance and silent auction QR codes. • Discussion on alternative fundraising methods and community involvement. • To assist with canteen volunteers, it was suggested to contact the CSHS ADWPL coordinator to see if students are available to assist – this sort of work could result in students receiving an automatic C for the completion of 55 hours of placement A reminder of the School Board Christmas breaks up function. KF to book a venue	
12.0	**Communication Points**	
	• Board Report • 60th Birthday celebration success • School development days 2026 • Changes to school charges	

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