CHURCHLANDS PRIMARY SCHOOL

School Board Meeting — Minutes

Monday, 3 August 2026 | 6:00 PM | Staff Room

Date	Monday, 3 August 2026
Time Opened	6:03 PM
Time Closed	7:00 PM
Location	Staff Room, Churchlands Primary School
Chair	Bailey Love
Present	Kim Fraser (Principal), Mrs Morgan (Deputy Principal) Business Manager (Deb), Board Members
Apologies	Emma Jenkins, Rosie K, Steve Breen
Next Meeting	7 September 2026

1.0 WELCOME, APOLOGIES & OPENING FORMALITIES

Item	Agenda Ref	Discussion / Resolution	Action
1.1–1.3	Welcome, Apologies & Disclosures	Meeting opened at 6:03 PM. Apologies noted. Minutes of previous meeting confirmed. No conflicts of interest declared.	

3.0 BUSINESS ARISING FROM PREVIOUS MINUTES

Item	Agenda Ref	Discussion / Resolution	Action
3.1	Tennis Courts	Courts temporarily reopened on weekends. Kings Park Tennis offered second-hand nets and a pole as a donation, accepted.	
3.2	Morning Fitness & Attendance	• Morning fitness programme running smoothly; communicated in newsletter. • Attendance: parents continue to be reminded that holidays during term periods will affect academic	Ongoing

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		reports. Several families took extended leave in Term 2.	
3.3	Dog Management	• Numbers during school hours appear to have reduced slightly, but oval use by off-lead dogs continues — particularly after hours. • Two previous serious dog bites on site noted. Dogs also being tied up outside Kindy gate during pick-up, raising safety concerns. • Ranger willing to attend but cannot issue infringements on school grounds (not public open space). Council directed community to school; school directed community back to council. • Signage near jump pits generated one complaint from a community member. Larger, more visible permanent signage (similar to Churchlands SHS) under consideration. **Action:** Principal to investigate cost and placement of permanent no-dogs signage. Board and P&C encouraged to continue messaging parents.	Principal to arrange signage
3.4	LED Sign — Insurance Claim	• Insurance claim approved: $30,700 received for the damaged LED sign (struck by lightning/fuse fault). • School to top up by $7,712 to upgrade pixel quality and replace the static top section. Funds sourced from WAT reserves ($15,000 available in D996). • Replacement sign expected within approximately 6 weeks.	In progress

4.0 FINANCE

Item	Agenda Ref	Discussion / Resolution	Action
4.1	End-of-Year Budget — Final Position	Business Manager presented the budget as at end of July (financial year closed 17 June). This is the final spending term. Key points:	

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		• Recent receipts: Let's Grow Grant (~$22,205), Containers for Change ($1,541), Solar Buddies/Free Dress Day ($1,068), final student centre funding instalment ($92,282), LED sign insurance claim ($30,700). • Book list commission slightly down — maths and English textbooks removed from list. Finance committee to consider reinstating for 2027. • Budget holders instructed to review remaining expenditure. They are not to spend for spending's sake; unspent funds will be absorbed into reserves at cutoff rather than automatically rolled over. • Overall current budget variance: $2,892 favourable. • Purchase card clearing account: reiterated that the balance reflects unreconciled credit card statements — not a concern. • Shade structure: $45,000 P&C funds sitting in budget awaiting council building permit. Still pending. • Cartigon Phase 2 (finance system) now deferred to 2027. Regional school rollout encountering issues; metropolitan schools will follow once resolved.	

5.0 CAR PARK / TRAFFIC UPDATE

Item	Agenda Ref	Discussion / Resolution	Action
5.1	Car Park — Land & Design	• Western Power clarification still being resolved in writing. City of Stirling/Dept agreement remains with council's lawyers. • Dept Director of Infrastructure escalated directly to City CEO today to push for resolution. **Action:** Principal to continue monitoring and report progress at next meeting.	Principal to monitor

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5.2	Speed Enforcement Cameras — Trial	• Road Safety Commission conducting a 14-school state trial of speed enforcement cameras. Churchlands Primary is one of the highest-traffic schools selected. • Trial cameras expected to be installed approximately September. Principal has met with police, camera representatives, Main Roads, and local government to determine placement. • Principal's concern: federal and state funding was reportedly committed for permanent pedestrian lights, but Basil's office advises the funding may not have been formally set aside. Principal is continuing to track this. • Principal intends to communicate camera trial to the school community via newsletter. **Action:** Principal to publish community update on camera trial. Continue pursuing lights funding.	Principal to communicate + pursue

6.0 PARENT & TEACHER SURVEY RESULTS — REPORTING FRAMEWORK

Item	Agenda Ref	Discussion / Resolution	Action
6.1	Survey Outcomes & 2027 Reporting Model	Principal reported on feedback from the end-of-Term 2 parent interview day and surveys of both parents and teaching staff. Parent feedback: • Very positive overall. Parents appreciated one-on-one time with teachers. • Common request: longer interview slots. • Parents who had regular contact with teachers felt the 10-minute meeting added little for them specifically. Teacher feedback:	Principal to implement for 2027

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		• Strongly positive about the post-report format. Specialists particularly appreciated being accessible to parents. • Workload concern: significant preparation required to ensure all student data was current for every meeting. • Some meetings felt redundant where the family was already in regular contact with the school. Resolved changes for 2027 reporting model (confirmed compliant with industrial agreement/ARTP via labour relations): • Remove: Start-of-year parent information evening. Feedback showed the class handbook and teacher profile sent to families covered the same ground. Teachers and parents both found it largely redundant. • Retain: Learning Journey (community-building and valued tradition). • Retain: One-day parent interview session post-reports in Term 2. Guiding questions to be introduced to improve focus. • Retain: Christmas concert. Though technically outside the award, staff unanimously elected to continue it as a community event. Participation remains voluntary for staff.	

7.0 7TH SCHOOL DEVELOPMENT DAY — 2027

Item	Agenda Ref	Discussion / Resolution	Action
7.1	Additional Mandatory PD Day	The Department is introducing a mandatory 7th School Development Day from 2027, focused on upskilling staff to support students with disabilities and complex needs. Key points:	Noted

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		• Schools are seeing increasing numbers of students with diagnoses (particularly autism and ADHD). The additional day addresses the training gap. • Churchlands will schedule this on the Thursday of the Term 2 long weekend, creating a 5-day weekend for families. Board discussion — ADHD & funding context: • ADHD is the most common diagnosis but attracts no departmental funding. Only students with autism, physical disability, or certain sensory/medical conditions attract EA funding. • Funded students (mostly autism, Level 2) attract approximately 2 days/week EA time. The school allocates EA staff flexibly across classrooms based on actual need rather than rigidly per student. • Teachers noted that ADHD presents differently in every child; medication is not a consistent factor, and families do not always notify the school of changes to medication. Improved communication from families on this was identified as important. • Principal noted the growing disconnect between the Department's stated policy positions and the reality in classrooms — an issue being raised collectively by principals with the department.	

8.0 CELEBRATIONS & ACHIEVEMENTS

Item	Agenda Ref	Discussion / Resolution	Action
8.1	Social Night	Parents' Social Night raised approximately $10,000. Noted as a strong result. Thanks, extended to all involved in organising.	
8.2	Upcoming Events	• Budding Swan event: September. • School camp: being organised. • Golf day: in progress. (DUCKS)	

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		• Solar Buddies and Kindness fundraisers completed.	

9.0 P&C REPORT

Item	Agenda Ref	Discussion / Resolution	Action
9.1	Cake Stall	Cake stall (26 June) raised approximately $1,000. Thanks to all involved.	
9.2	Canteen	• Shift structure revised back to 2 shifts (3-shift model had one shift too short to be practical). • Canteen ran at a loss again this term. Prices have not kept pace with costs. A price review is required estimated ~4% increase needed to return to breakeven. • P&C to consider whether to implement one larger adjustment (e.g. 10%) or phased increases. Decision to be made at upcoming P&C meeting. **Action:** P&C to resolve canteen pricing approach and implement for next term.	P&C to action
9.3	3D Printing Fundraiser	• Progressing. Sample items trialled — bookmarks, name tags, keyrings. Products confirmed viable and well-received. • Book Week (Week 6): 3D-printed character keyrings from the 2026 theme ('Reading is Magic'/Symphonia Stories) being made for all students as writing prompt props. Characters will also be displayed around the school. • Ordering system: QR code-based pre-order with payment; delivery logistics still to be finalised. **Action:** P&C to finalise ordering/delivery process and go live prior to next meeting.	P&C to finalise & launch

10.0 GENERAL BUSINESS

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Item	Agenda Ref	Discussion / Resolution	Action
10.1	NAPLAN Results	NAPLAN results to be presented at the next board meeting (September). Principal has had a preliminary look and results are broadly positive with some spread across the cohort, including neurodiverse students.	Next meeting
10.2	Traffic — Community Letter	A board member raised the need for continued community pressure on the pedestrian crossing given ongoing inaction. Principal confirmed the board letter drafted at the last meeting is being directed appropriately via the Department contact. Community communication on the speed camera trial (Item 5.2) will also help keep the issue visible.	Chair to confirm
10.3	Local Member — Basil	Basil to attend the P&C meeting. The lunch at Parliament House (attended by Principal) was productive; Principal continues to push for information on the committed lights funding. Basil to be invited to contribute to a future school event (e.g. quiz master role at a P&C fundraiser).	

MEETING CLOSURE

The Chair declared the meeting closed at 7:00 PM.

The next Churchlands Primary School Board Meeting is scheduled for 7 **September 2026** (date to be confirmed). NAPLAN results will be presented at that meeting.

Chair Signature	**Principal Signature**
Date: 7/9/26	Date: 7/9/2026

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