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Minutes

Churchlands Primary School Board meeting at 6.30 pm on Monday 7 September 2020 to be held in the staffroom at Churchlands Primary School .

1.0	Welcome and Apologies	ACTIONS
1.1 Chair	Open and welcome Official welcome to our new members	Remove Holden from Connect group
1.2 Chair	Apologies Shane L	
1.3 Chair	Confirmation of agenda Confirmation of previous minutes Approved and signed.	Minutes from previous meeting approved Confirmed CPS Admin to make sure minutes are online
2.0	Disclosure of Interest (Real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda)	
Chair	Nothing disclosed	
3.0 Kim.	Business Arising from previous minutes	
3.1 3.2 3.3 3.4	<ul style="list-style-type: none"> • Modifications to members – added to Connect, email list modified, waiting on updated profiles to add to webpage. • Modifications to Kiss n Drop – Discussion 5.0 • SB members represented at P & C meeting <ul style="list-style-type: none"> ○ 3 representatives attending the latest P & C meeting • Luke setting up changes to new communications app – Skoolbag - will be ready to go Term 4. Info will go out to teachers and then parents. 	Old parent members to send through bio blurb to Kim. CPS School board webpage blurb to be updated Update new member information
4.0 Kim 5min	Finance Summary Report	
4.1 4.2	<ul style="list-style-type: none"> • SCF Summary <ul style="list-style-type: none"> ○ 70K Variance ○ Money used from cash budget for Flexible Furniture and maintenance ○ 2021 prediction of ~120K roll over 	

	<ul style="list-style-type: none"> ○ Currently planning classroom numbers and classrooms for 2021 – Salary budget determined by this information ○ Helen has been auditing/budgeting for CASH budget – Cost Centre budgets are being submitted at the moment for 2021 planning ● <u>Contributions and Charges 2021 to be reviewed and endorsed (Decision)</u> 	Board Ratified C & C
5.0	Car Park – Traffic issues	
5.1 Nick/Kim/Natalie 15	<ul style="list-style-type: none"> ● Where are we up to. <ul style="list-style-type: none"> ○ Senior traffic engineer, and road safety officer from City of Stirling met with Nick and Kim ○ COS Data suggested not a major problem ○ Only optional solution provided by COS was to install a Kiss and Ride on Mountainbell ○ Discussion/brainstorming of possible solutions 	Board and P & C letters and media engagement Petition to government Cambridge Local Govn Cromarty Letter of response to COS
6.0	Booklists :	
6.1 Kim 5	<ul style="list-style-type: none"> ● Booklists available to board members for observation 	Board endorsed
7.0	Policy update	
7.1 7.2 Jo/Lucy 15 mins	<ul style="list-style-type: none"> ● Positive Behaviour <ul style="list-style-type: none"> ○ Reviewing and revising policy in 2020 ○ Survey has audited health and wellbeing resources, what is currently being used and deemed effective ○ Positive Behaviour Support framework identified as an effective tool in developing new policy ○ Introduced program to staff, positive feedback received and many have volunteered to offer their services in the development at CPS ○ ● Evacuation <ul style="list-style-type: none"> ○ Evacuation plan updated ○ Roll out in Term 4, 2020 	Board will be involved once this has gone to staff team begin to develop.
8.0	Bi Annual Whole School Survey	
8.1	<ul style="list-style-type: none"> ● Discussion on questions <ul style="list-style-type: none"> ○ Survey to be carried out 2020 ○ Move to more positive responses – ‘What can we do to improve...rather than negative “what are we doing poorly...’ ○ Questions on format and questions included ○ Survey to be circulated by week 5, Term 4. 	Add comment box to survey Robyn to look at questions and organise into categories
9.0	Various	
Natalie 10	<ul style="list-style-type: none"> ● CCTV <ul style="list-style-type: none"> ○ Suggestion to install CCTV, ○ Government has just surveyed all schools regarding this matter - Department looking to install in all WA 	

