

MINUTES (taken by Jane Hedley CPS Parent Board Member) <i>Churchlands Primary School Board meeting at 6.30 pm on Monday 28.3.21 Via Webex.</i>		
1.0	Welcome and Apologies	ACTIONS
1.1 Chair	Open and welcome	
1.2 Chair	Apologies (none)	
1.3 Chair	Confirmation of agenda Confirmation of previous minutes	Minutes from previous meeting approved confirmed
2.0	Disclosure of Interest (Real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda) (none)	
3.0	Business Arising from previous minutes	
Chair	<ul style="list-style-type: none"> Nick Payne calling for a replacement for board chair for later in the year (no takers) 	<ul style="list-style-type: none"> Board chair role will need to be advertised to parent community if no current board members volunteer for the role. Nick to get in contact with previous parent board applicant who may be keen to take on the board chair role
4.0	Finance	
4.1 Kim	Financial Overview 2022: <ul style="list-style-type: none"> CPS budget is in the black. Next meeting Kim will go through the budget in more detail and explain what it all means to board members Stephen Breen sees the budget as being very standard and in keeping with any Department of Education budget- the thing that chops and changes is the number of students and staff. Chris questioned the \$60k in fundraising- the \$60k from P&C has just come in but will go straight out towards paying for the new playground. Chris also questioned fees and charges. 	<ul style="list-style-type: none"> Kim to provide more detailed finance update to board at next meeting Kim to send specific details re fees and charges to Chris in coming days.
5.0	COVID	
Kim	<ul style="list-style-type: none"> Kim does not give the board extra communication re COVID positive cases- board is informed as per Skool Bag, same as the general CPS parent community. Seems to be parents and older siblings of CPS students who are bringing home cases. If a parent or older sibling is COVID positive, then the CPS student must stay home. Approx. 30 CPS students are off school at the time of writing, due to being COVID-positive or household contacts. Only one teacher is off at present. Kim reiterated what a great job staff re doing re managing the situation and encouraging mask wearing. There may be changes ahead re rules re mask wearing and close contacts- TBA. Kim suggested that it may be very difficult to find relief teachers if needed- may need to combine classes etc. 	<ul style="list-style-type: none"> Kim to communicate the boards' thanks to CPS teachers and non-teaching staff for the way they are managing CPS students' learning and pastoral care- competently and considerately- in the current COVID context

	<ul style="list-style-type: none"> • Kim reiterated that the classrooms are very well ventilated and that teachers are trying to utilize the outdoor spaces. • Stephen Breen asked for the boards' thanks to be passed on to CPS teachers for the way they are managing the situation. 	
6.0	Policy/Guidelines review	
Luke Johnson Kim Fraser	<p>Mobile Phone Policy:</p> <ul style="list-style-type: none"> • Kim Fraser and Luke Johnson stated that it is important that the policy is robust and explicit to prevent inappropriate student and parent use of mobile phones/smart watches and devices. • The policy is consistent with the BYOD policy and reiterates the same principles. • The policy needs to be ratified by the board- all board members indicated with hands raised that they are happy with the policy. Stephen Breen asked if there were any incidents with phones or watches. Luke Johnson mentioned yes there have been some minor incidents involving students and Smartwatches. • Parents need to be aware that students should not be using smart watches to communicate with their parents during the school day. Policy approved by board <p>BYOD Guidelines</p> <ul style="list-style-type: none"> • Luke Johnson advised no major changes over the past few years other than details regarding pricing. • Luke reiterated the importance of bolstering the support guidelines for parents. • Nick Payne mentioned that he went to a beneficial presentation about use of social media by school students. A discussion ensued about the importance of educating parents (and students) about being responsible digital citizens, which crosses over into social media use. • Luke Johnson confirmed that yes CPS digital citizenship education covers the use of all technologies but it is difficult to achieve consistency in all home contexts; it is important that the messages are backed up at home. • Bec asked if there was a way that CPS could communicate home when issues arise or specific education around these issues has been covered during the school day, so that families can follow up with discussion on the same topics at home 	<ul style="list-style-type: none"> • Mobile phone policy approved by all board members • Suggested action: CPS staff communicating home when digital citizenship issues arise or specific education around these issues has been covered during the school day, so that families can follow up with discussion on the same topics at home
7.0	PBS	
LUCY MAC	<ul style="list-style-type: none"> • Lucy provided update on the whole-school Positive Behaviour Support (PBS) initiative, a seven-component programme. • Current working on stages 3 and 4 of the 7 stages; teaching the expected behaviours and encouraging the expected behaviours. • Class dojo is the behaviour encouragement strategy that is being implemented across the whole school. The rewards are whole class extended lunchtimes. Focus is on group achievement rather than individual at present. 	

	<ul style="list-style-type: none"> Using manners, respecting property are the areas that have been covered so far this year. Uniform is the new focus started today. Fortnightly rotation occurs for each aspect of behaviour. Launch days will be something to look forward to when COVID restrictions are lifted. 	
8.0	P & C Rep	
Thuy	<p>Overview of P & C current focus.</p> <ul style="list-style-type: none"> P&C committee has been able to fill all executive positions. First P&C exec. meeting is tomorrow 29/3/2022. One focus is how to fund raise in COVID-friendly ways (avoiding large gatherings.) Only one P&C meeting happening per term. Easter raffle and ANZAC service still happening in a COVID-safe way. The collection of contact details from parents via class reps has been amended this year- this has meant a dramatic improvement in the amount of parent contact details being collected. This has made the class reps' job much easier. Thanks to Luke Johnson for his work in streamlining the process. 	
9.0	Updates	
Kim	<ul style="list-style-type: none"> Building works – Creative Nature Play Space. COVID delays- may be mid-April before next progress update. The builder has had restrictions due to COVID and that has resulted in delays. Costs have gone up approx. \$12k but a \$2.5k contribution has come in from MP Christine Tonkin. The community focus group has done a lot of work in the planning of this initiative. Some costs have gone up dramatically, e.g. to the tune of 200% (in the case of wood supplies) SB Teacher nominations. Four nominations for board members have come in for new staff board members- there will be two new staff members as of next term; thanks to Libby and Lucy for their contributions as staff board members. 	<ul style="list-style-type: none"> Kim to communicate building works update when she receives update from builder
10.0	AOB	
Bec Nic	<ul style="list-style-type: none"> Bec mentioned that a chairman's board update is due in the next newsletter which will need to be finalized by this Friday. 	<p>Key messages to include in chairman's board update:</p> <ul style="list-style-type: none"> Thanks from the board to CPS teachers/staff Which board members will be leaving and promoting the fact that there will be parent positions that become available on the board Thanks to parents for the cooperative way they have adhered to the new P & C communication structure which has improved the effectiveness of communications between class reps and parents Mention the policies that have been approved by CPS board.

Next meeting: 9.5.22

Meeting Closed: 7.32pm

Chair signed: *Nayne*

Date: *9/5/22*

[Signature]

Principal signed:

Date: *9/5/22*

