

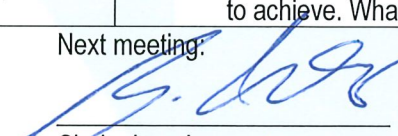
## MINUTES

Churchlands Primary School Board meeting **Monday 18.3.24 pm in Staff Room 6.30**

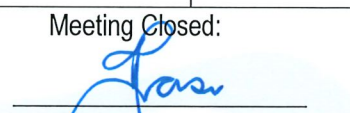
| 1.0                              | Welcome and Apologies  | ACTIONS   |
|----------------------------------|--|---|
| 1.1<br>Chair                     | <b>Open and welcome</b> <ul style="list-style-type: none"> <li>• Luke V opened the meeting and acknowledged that there was a lot going on and thanked Kim, staff board members and teachers for their efforts.</li> </ul>  |   |
| 1.2<br>Chair                     | <b>Apologies</b>   |   |
| 1.3<br>Chair                     | <b>Confirmation of agenda</b> <ul style="list-style-type: none"> <li>• Confirmation of previous minutes – signed by Kim and Luke V</li> </ul>  | Minutes from previous meeting approved  |
| 2.0                              | <b>Disclosure of Interest</b> (Real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda)  |   |
| 2.1<br>Chair                     | Nil  |   |
| 3.0                              | <b>Business Arising from previous minutes</b>  |   |
| Chair                            | <ul style="list-style-type: none"> <li>• Update communications – Webpage (Luke) – Looking at a new website and communicating clearly was originally built internally. Want to distance from local development to professional external third party.</li> <li>• Bag hooks (Kim) – bag stands to be quoted to get bags off the floor</li> <li>• Ants (Kim) – on going pest issue school visited and baits applied</li> </ul>   |   |
| 4.0                              | <b>Finance</b>   |   |
| 4.1<br>Kim<br>10 mins            | <ul style="list-style-type: none"> <li>• System locked to budget</li> <li>• Air conditioning \$27K quote – department requires external ventilation amongst others estimated over \$100K, Once we get to the top of the long list the Department will foot the bill</li> </ul>   |   |
| 5.0                              | <b>Public School Review</b>  |   |
| Kim/Luke/Jo<br>/Staff<br>30 mins | <ul style="list-style-type: none"> <li>• Kim provided an overview of the 6 domains and what needs to be done for each (Evidence, Analysis of Impact and Planned Actions).</li> </ul>   | Board members to provide feedback once Kim send final PSR draft (due 8 <sup>th</sup> April) |
| 6.0                              | <b>Policy Review</b>   |   |
|                                  | <ol style="list-style-type: none"> <li>1. Extreme Weather Guidelines – noted. Luke V asked is this was easy to implement and Luke J confirmed yes.</li> <li>2. Reporting to Parents – <b>will carry over to the next meeting</b></li> </ol>  |   |
| 7.0                              | <b>P &amp; C Rep</b>   |   |
| Jess                             | <ul style="list-style-type: none"> <li>• Overview of P &amp; C current focus</li> <li>• voluntary payments are up from same time last year. We plan to outline the P&amp;C voluntary donation vs. the school voluntary fee on the website as there has been some confusion over the two whereby, they are thought to be the same thing.</li> <li>• At the P&amp;C AGM on 27th February \$20,000 was approved to be paid to the school for the 2024 educational resources annual wish list. The wish list was not given in detail this year like past years. Kim Fraser alluded to budget restrictions this year and initially asked for \$30,000 of which approx. \$10,000 would go to air conditioning/heating in the library. However, Kim expressed that the air-conditioning may fall under the education department funding (or part thereof ) and it was agreed that we would revisit funding for air-conditioning once Kim had clarification on the requirement from additional funding from the P&amp;C.</li> <li>• Volunteer recruitment has been very successful with all but the Communications role being filled. The P&amp;C will not revive their newsletter (Churchlands Chatter) without a Communications officer and</li> </ul> |   |

|     |   |   |
|-----|---|---|
|     | <p>is aware that Kim Fraser plans to cease the fortnightly school newsletter due to poor uptake (50%). The P&amp;C will increase information sharing via Facebook and class representatives. I will update the P&amp;C webpage with important information and links with the assistance of Luke Johnson.</p> <ul style="list-style-type: none"> <li>• Thuy Acacio (Vice President) and I have had to manage a volunteer dispute and unbecoming behaviour. The matter is now settled and the committee in which the dispute happened (Netball) will have its code of conducts and governance reviewed by netball committee member and lawyer, Natalie Romano as the original documents were created in 2015. For the purpose of grievances and disputes that involve myself in the capacity of the president role, I would like to seek clarification if the board would oversee this in the event it was to occur?</li> <li>• Kim is point of contact if required. And use conflict resolution process.</li> <li>• Thanks to Jess for your efforts would be good to analyse what has worked to deliver such a good outcome</li> </ul> |   |
| 8.0 | <b>General Business</b>   |   |
|     | <ul style="list-style-type: none"> <li>• Introduction and navigating through Connect DoE platform, a lot of board members had trouble accessing.</li> <li>• Kim discussed car park issues and asked the board to be supportive and to discuss with parents if they are not doing the right thing as it will have more impact from a parent than a staff member.</li> <li>• Road altercation on Ayr St, Arthur provided a briefing of altercation and threats from driver – Action item for forward email form Cristine Tonkin</li> <li>• Kim asked for a board subcommittee to be formed for community engagement/strategy review.</li> <li>• Luke V raised that he would like to better understand the motivation of the board members – why is this forum important. What would you like to achieve. What would you change if you could</li> </ul>  | <p>Connect log in to be sent and password provided.<br/>Board members to have wifi EV number to be updated</p> <p>Brainstorm ideas on how to improve car parking issues</p> <p>Arthur to send email from Christine to Luke V, Bailey and Kim to raise with Christine</p> <p>Sub committee to be formed.</p> <p>Luke V to share and others to respond using same format.</p> |

Next meeting:

  
 Chair signed: \_\_\_\_\_  
 Date: 4/6/24

Meeting Closed:

  
 Principal signed: \_\_\_\_\_  
 Date: 4/6/24