

**Lake Monger Primary School Board**  
**Minutes for meeting on 10 November 2021 at 2:40pm in LMPS staffroom**

Meeting opened at 14:55.

**Board members:**

Lucy Hopkins (parent representative, chair)  
 Diane Tomlinson (principal)  
 Kate Rennie (staff representative)  
 Abbie Taylor (staff representative)  
 Alexia Caraës (parent representative)  
 Hagop Boyadjian (community member)

**Additional attendees invited:**

Pendray Harrison (teacher)

**Apologies**

Alison Hamann-Swain (parent representative)  
 Samantha Holmes (parent)

**Disclosure of interests**

No noted conflicts of interest.

**Prior minutes**

Agreed the minutes from meeting 3 of 2021 are accurate.  
 Minutes adopted by the Board – moved by Lucy Hopkins, second by Alexia Caraës.  
 Signed and dated.

**Priority items**

<i>No Item (led by)</i>	<i>Discussion</i>	<i>Action</i>
<p><b>1. Welcome (Lucy)</b>                      Apologies                      Confirmation of agenda                      Disclosure of interests                      Confirmation and approval of previous meeting's minutes</p>	<ul style="list-style-type: none"> <li>- Apologies from Sam Holmes</li> <li>- No noted conflicts of interest</li> <li>- Previous minutes moved by Lucy, second by Alexia</li> </ul>	<p>Board members to advise of conflicts of interest before the meeting, review previous meeting minutes before meeting, discuss any proposed changes at the meeting, and approve finalised minutes.</p>
<p><b>2. NAPLAN results (Pendray)</b>                      Discussion of overall results and granular analysis available from online testing</p>	<ul style="list-style-type: none"> <li>- Writing – Year 3 LMPS group mean above All Aus. Mean and WA schools mean. Year 5 same</li> <li>- Numeracy – Year 3 LMPS group one point below like schools, however we have more EALD students. Year 5 well above All Aus. Mean, WA schools mean and like schools</li> <li>- Spelling – Year 3 LMPS group mean above All Aus. Mean and WA schools mean. Year 5 same</li> </ul>	

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	<ul style="list-style-type: none"> <li>- Grammar &amp; Punctuation – Year 3 LMPS group mean above All Aus. Mean and WA schools mean. Year 5 above in All Aus. Mean and WA schools mean, however below Like schools mean</li> <li>- Reading – Year 3 LMPS group mean above All Aus. Mean and WA schools mean. Year 5 below All Aus. Mean and like schools, but above WA schools mean</li> <li>- Discussed all students who are below or at minimum mean receive support through IEPs</li> </ul>	
<b>3. 2021 T4 priority reports</b> ( <i>Diane &amp; Kate</i> ) Writing Reading for meaning	<ul style="list-style-type: none"> <li>- Kate discussed both the Reading for meaning and Writing reports, NAPLAN results reflecting why these will continue as school priorities in 2022</li> </ul>	
<b>4. 2021 T4 budget update</b> ( <i>Diane</i> ) On track / in the green	<ul style="list-style-type: none"> <li>- Viewed cash report and operational dashboard</li> <li>- Discussed relief teacher payment – general discussion, including COVID-19 allowance</li> </ul>	
<b>5. 2022 board meetings</b> ( <i>Diane</i> ) 30.03.22 22.06.22 14.09.22 09.10.22	<ul style="list-style-type: none"> <li>- Dates discussed</li> </ul>	For Board approval
<b>6. 2022 class allocations</b> ( <i>Diane</i> )	<ul style="list-style-type: none"> <li>- General discussion on class allocations – years levels, split classes, class numbers, staffing etc.</li> <li>- Parents will be informed in the Week 8 Newsletter on class arrangement</li> </ul>	
<b>7. 2022 workforce plan / update</b> ( <i>Diane</i> )	<ul style="list-style-type: none"> <li>- Changes in staffing discussed – EALD teacher replacement and staff change at end of Term 1</li> <li>- Transiency discussed – dropped</li> </ul>	
<b>8. 2022 Board membership</b> ( <i>Diane / Lucy</i> ) * All parent and community positions up for re-election * Teacher allocations to be finalised T1 2022	<ul style="list-style-type: none"> <li>- Two parent nominations for 2022 – one more required</li> <li>- Community position up for 2022 - Hagop Boyadjian anointed. Hagop discussed what opportunities he would like to provide LMPS in 2022</li> <li>- Teacher allocations as specified – to be finalised T1 2022</li> </ul>	Board to review all nominations and call election if necessary for parent reps
<b>9. 2021-2024 business plan</b> ( <i>Diane</i> )	<ul style="list-style-type: none"> <li>- Since last meeting NAPLAN results in – some targets in areas met, others not</li> </ul>	

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Review of targets met	<ul style="list-style-type: none"> <li>- Discussed On-Entry results – tracking well to meet 90% students above</li> <li>- More information to be collected</li> </ul>	
<b>10. Board effectiveness survey</b> (Lucy) * Discussion for the following year’s board meeting format, structure and content * Agree survey format	<ul style="list-style-type: none"> <li>- Survey completed in 2021</li> <li>- Lucy – do any members have any suggestions on structure of meeting, feedback etc. – can add to comment on survey</li> </ul>	Board members to consider whether survey to be online or paper, and the level of detail. Agreed survey to be circulated after meeting and results discussed at T1 2021 meeting.
<b>11. School banking</b> (Diane / Lucy)	<ul style="list-style-type: none"> <li>- School banking ending at the end of 2021</li> </ul>	
<b>12. Board report</b> (Lucy) At year end the Chair addresses the school and provides a written report outlining the Board’s activities for 2021	<ul style="list-style-type: none"> <li>- 2020 report was great – Lucy to present in 2021</li> <li>- Discussion around how this report can be more interesting – Lucy hoping to talk about teacher expertise and some ‘background in to student success and happiness’</li> </ul>	Board members to discuss any matters they would like addressed in the oral or written annual report. The 2020 report is attached for reference.
<b>13. P&amp;C update</b> (Diane / Ali) General update	<ul style="list-style-type: none"> <li>- The quiz night was held and a lot of fun</li> <li>- Sausage sizzle at Innaloo Bunning’s</li> <li>- Bollywood movie night coming up – movie selected. P&amp;C open to doing a Diwali themed approach. Henna may be provided</li> </ul>	

**AOB**

None.

**Meeting closure**

Meeting closed at 16:25

Meeting 1 of 2022 to be held 30 March 2022.

**Signature**

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Principal

Date:

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Chairperson

Date: