

Lake Monger Primary School Board
Minutes for meeting on 27 March 2024 at 2:40pm in LMPS staff room

Board members:

Lucy Hopkins (parent representative, chair) (apologies)
 Diane Tomlinson (principal)
 Pendray Harrison (staff representative)
 Kate Rennie (staff representative)
 Claire Stevens (parent representative) absent
 Kuenzang Tshering (parent representative)
 Hagop Boyadjian (community member)

<i>No</i>	<i>Item (led by)</i>	<i>Discussion</i>	<i>Info / action required</i>
1	Welcome (<i>Diane</i>) Apologies - Lucy Confirmation of agenda Disclosure of interests Confirmation and approval of previous meeting's minutes	Minutes from 08.11.23 Board meeting Moved: Pendray Seconded: Kate	Board members to review minutes before meeting, discuss any proposed changes at the meeting, approve finalised minutes, and principal and chair to sign. Defer signing until next meeting.
2	New member induction (<i>Diane</i>)	DE board training available to anyone who wants it – members to nominate. Useful way to get an overview of what boards can and can't do. Online resources also available.	Kunzang keen to complete online modules.
3	Election - Board scribe and chair (<i>Diane</i>)	Any interested Board member to nominate for either role.	Unanimous decision Chair: Lucy Scribe: Kate
4	Confirmation of remaining 2024 meeting dates (<i>Diane</i>) 19.06.24 11.09.24 06.11.24		All meetings are open FYI.
5	2023 Board effectiveness survey (<i>Diane</i>)	3 survey responses received, no suggestions for change, but induction process can be better – can include as a standing item for agenda 1 meetings and LMPS can advise of available training. Feedback on what's useful welcome.	Diane will email link for online modules to Kunzang. Feedback welcome
6	Board report 2024 (<i>Diane</i>)	Board report Suggestions welcome on matters to address.	Tabled.

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7	2024 T1 priority reports (<i>Diane / staff representative</i>)	Update on progress and results in school focus areas of maths including problem solving and financial literacy, and reading for meaning. Priorities decided at whole school planning day in October.	Priority reports tabled. Discussion about process of looking at new maths programs. A decision will hopefully be made by the end of Term 2 / early Term 3.
8	2024 T1 budget update (<i>Diane</i>)	Update on whether the school's finances align with the 2024 budget.	Budget summary tabled.
9	2021-2024 business plan (<i>Diane</i>)	2021-2024 business plan Update on whether the school has met its targets in T1 as well as discussion of results against top 10 schools and local area schools.	We are in Top 10 schools against like schools in all areas – Target met. PP On-entry 2023 target met. 2023 Attendance target met. 2023 Teacher judgements – Maths, Science, Humanities we were harsher markers when compared against like schools. LMPS Year 3 performs higher than all other local schools except Wembley in all areas LMPS Year 5 performs as below against local schools. 1 st writing 3 rd G&P 2 nd Spelling 4 th Maths
10	Policy review (<i>Diane</i>) Behaviour and health	Brief discussion of policies for review in 2024 (no substantive discussion at this meeting).	Behaviour policy – new department policy to be included in our school updated policies to be reviewed this year.
11	2024 school plan (<i>Diane</i>)	2024 school plan	Board endorsed and signed the plan.
12	PBS program (<i>Diane</i>)	Update on the program to date.	Focus lessons continue each fortnight. Matrix reviewed

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13	Quality teaching strategy (<i>Diane</i>)	Update on the program to date.	An introductory training completed in January. Next session to look at the strategy further will be at June SDD.
14	Focus 2024 (<i>Diane</i>)	Update on DE's 2024 strategic focus.	Staff review the document to highlight how we implement the document indicators.
15	Code of conduct review (<i>Diane</i>)	Code of conduct Brief discussion to ensure members understand the key areas and any queries to be addressed.	Expectations of members at school board meetings discussed.
16	Terms of reference review (<i>Diane</i>)	Terms of reference	Brief discussion to ensure members understand the key areas and any queries to be addressed.
17	P&C update (<i>Diane</i>)	New P&C members in 2024. Focus on communication with community. Mothers day stall planned.	FYI
18	School assistance payment (<i>Diane</i>)	Update to members in case speaking with other parents to increase awareness of funding.	Information has gone out to the community in the newsletter. Parents require WASN to access the payment.
19	Road and traffic update (<i>Diane</i>)	Update on status of road works on Dodd Street (crossing next to LMPS car park) and Powis/Harborne intersection.	Christine Tonkin has investigated Dodd St crossing with ToC. Possibility of a green man at traffic lights at Powis/ Harborne.
20	Compulsory training (<i>Diane</i>)		Board members to complete OSH and cultural awareness training if not done already.
21	AOB		

Meeting Closed 4.20 pm

School Board Chair

Principal