

**Lake Monger Primary School Board**  
**Minutes for meeting on 2 April 2025 at 2:40pm in LMPS staff room**

**Board members:**

Lucy Hopkins (parent representative, chair)  
 Kate Rennie (staff representative)  
 Claire Stevens (parent representative)  
 Hagop Boyadjian (community member)

Diane Tomlinson (principal)  
 Pendray Harrison (staff representative)  
 Kuenzang Tshering (parent representative)

<i>No</i>	<i>Item (led by)</i>	<i>Discussion</i>	<i>Action required</i>
1.	<b>Welcome</b> ( <i>Lucy</i> ) Apologies Confirmation of agenda Disclosure of interests Confirmation and approval of previous meeting's minutes	Meeting Opened: 2.50 pm Apologies: Hagop Boyadjian  Minutes from T4 2024 Board meeting  No Conflict of Interest declared	Minutes moved: Claire Stevens Minutes seconded: Pendray Harrison
2.	<b>Appointment of Board scribe and chair</b> ( <i>Lucy</i> )	To be nominated and agreed Chair: Lucy Scribe: Kate	
3.	<b>Confirmation of board meeting dates for 2025</b> ( <i>Lucy</i> ) 02.04.25 25.06.25 17.09.25 12.11.25		FYI
4.	<b>Board effectiveness survey results</b> ( <i>Lucy</i> )	No complaints – 2 replies. Please feel free to send any suggestions to Lucy or Diane	FYI
5.	<b>Board report</b> ( <i>Lucy</i> )	Board Report was completed. Please let Lucy know of any inclusions for 2025.	Lucy to send report to Diane.
6.	<b>Priority reports</b> ( <i>Kate</i> )	Reports not available Pendray discussed Maths report – change to new whole school maths program (Oxford Maths) has been the focus. Problem solving is now included in the mental maths booklets. Reading report to be discussed	Both reports will be emailed ASAP.
7.	<b>Budget update</b> ( <i>Diane</i> )	Cath Gribble MCS attended to outline the budget. Carryover of approx. \$400K includes \$179 cash for utilities etc and \$220K salary that pays salary until April (T2), when we receive our money from the Department. This carry over appears as a variance in the budget report each year to allow the school to fund day to day running. The minimum expenditure requirement must be reached each	FYI

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		year (96%) which is checked by the finance department. March Cash report and salary report tabled.	
8.	<b>Business plan update</b> ( <i>Diane</i> ) New business plan finalised T1 update	Changes have included the addition of a Brightpath benchmark to assess writing against Australian mean. Also linked with the department Quality Teaching Strategy. The department hasn't released the strategic plan as yet so this wasn't included. When this is released we will make note of this. Business plan targets discussed.	FYI
9.	<b>Policy review</b> ( <i>Lucy</i> )	no reviews at present.	FYI
10.	<b>School plan</b> ( <i>Diane</i> )	For Board approval. Approved	Signed by all members
11.	<b>PBS update</b> ( <i>Pendray</i> )	Lessons continue Posters in undercover area Focus at assemblies	FYI
12.	<b>Quality teaching strategy update</b> ( <i>Diane</i> )	Ongoing. Focus on differentiation for 2025	FYI
13.	<b>Focus 2025 update</b> ( <i>Diane</i> )	Incorporating into plans	FYI
14.	<b>Code of conduct and TOR refresher</b> ( <i>Lucy</i> )	Distributed via email. No discussion	
15.	<b>P&amp;C update</b> ( <i>Claire</i> )	All positions filled. Colour run successful \$5400 profit	FYI
16.	<b>Traffic update</b> ( <i>Lucy</i> )	No progress.	FYI
17.	<b>Building update</b> ( <i>Diane</i> ) August 2025 tender, October 2025 construction, January 2027 completion.	discussion re plan layout and road proposal. Plan at this stage is set by department.	FYI
18.	<b>Compulsory Board training</b> ( <i>Diane</i> )	Acknowledgement and thank you.	
19.	<b>Change of name to LMPS</b> ( <i>Diane</i> )	FYI - no changes but standing item for consideration. 5 Year transition for change to Lake name.	
20.	<b>AOB</b>		

Meeting Closed: 4.25 pm

School Board Chair

Principal