

Lake Monger Primary School Board

Minutes for extraordinary meeting on 11 February 2026 at 2:40pm in LMPS conference room

Board members:

Lucy Hopkins (parent representative, chair)

Diane Tomlinson (principal)

Kate Rennie (staff representative)

Pendray Harrison (staff representative)

Claire Stevens (parent representative)

Paul Polito (parent representative)

Hagop Boyadjian (community member)

<i>No</i>	<i>Item (led by)</i>	<i>Discussion</i>	<i>Action required</i>
1.	Welcome (<i>Lucy</i>) Apologies Confirmation of agenda Disclosure of interests	Meeting opened 2.47 pm	
2.	Policy - Changes to the Configuration of the school day – parent interviews	<p>Previously schools could have up to 2 half days for reporting to parents. LMPS didn't previously do this.</p> <p>The department has changed the policy to allow schools to have up to 2 days of school closure to allow for parent meetings</p> <p>Staff surveyed – results showed 4 voted no meetings 11 voted for 2 meetings 13 voted for 1 meeting</p> <p>Ideally, we would like to have a meeting toward the end of Term 1 to provide staff time to gather assessment data on students and provide parents early information on their child's progress.</p> <p>Proposed date Tuesday 31 March. It is envisaged that meetings would last approximately 10 minutes.</p> <p>The school would operate like a school development day, so no students would attend that day.</p> <p>Staff requirement to attend up to 2 out of school hour activities would be fulfilled by parent night and parent teacher meeting.</p> <p>OSHC would be informed.</p> <p>Parents will still be able to arrange meetings with teachers at other times during the year as required.</p>	<p>School Board were in support of this initiative.</p> <p>31 March to go ahead as the date - 8.40 am - 5.00pm</p> <p>Review of the success of the meetings after the day would be important to consider feasibility of these meetings in the future.</p> <p>When advertising the meeting, it will be stressed that parents can still make meetings with teachers at other times during the year or if unable to attend on the parent teacher meeting day, parents would be encouraged to contact the teacher to make alternative arrangements.</p> <p>Test online meeting capabilities prior to the day.</p>

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Meeting Closed: 3.15 pm

Diane Tomlinson
Principal

Lucy Hopkins
School Board Chair

Date

Date