



MLPS Board Meeting Agenda & Minutes

Subject	Mount Lawley Primary School Board Meeting 4, 2025
Time	5.30pm - 7.30pm
Date	Thursday 3 July 2025
Location	MLPS Staffroom
Chair	Catherine Pearce
Attendees	<p>Staff Members: Robyn Crump, Principal (RC) Alison Hawkesford (AH)</p> <hr/> <p>Parent/Community Members: Catherine Pearce (CP), Chairperson Saul Karnovsky (SK) Nathan Curnow (NC) Greg Rice (GR), Secretary</p>
Apologies	Ali Roberts (AR), Breanna (BC), Trent Everitt (TE), Sharon Hill (SH)
Co-opted non-voting members	none
Observers	none
Presenters/Others	none

Time	Item	Documents	Purpose	Led by	Recommendations	Minutes	Actions
5.30pm	1. Welcome Introductions Apologies Disclosure of Interests			Chair		The meeting was opened at 5:44pm by the Chairperson. There being not less than 60% of members present in person, a quorum was formed. Apology from Trent Everitt, Ali Roberts, Breanna and Sharon Hill.	
	2. Acknowledgement of Country			AH		AH completed AoC.	
	3. Disclosure of Interests			Chair			
	4. Minutes of Meeting	Minutes of meetings 22.05.2025	For Approval	Chair	Minutes of Meeting 3, 2025 to be endorsed.	CP accepted the minutes. RC signed the minutes.	GR to post signed minutes to portal and email Shannon for uploading to website.
Strategic Items							
5.45pm	5. Principal's Report	Principal's Report	Understand	Principal		RC presented the Principal's Report - highlights included: <ul style="list-style-type: none"> • 547 students, down 2 • Farewell to staff – Dom Casci. Brendan Kennedy, Julie Keating, Dustin Edwards and Asha Tratnik. • Real Schools – new partnership which includes the launch of this program to our families. 	
6.00pm	6. Business Plan	Business Plan 2026-2028	Understand	Principal	•RC to provide planning update for the next Business Plan.	RC outlined the thought process and planning underway for the next Business Plan, noting the contributions from the staff. The board then discussed how the Community Forum addressing the Business Plan is going to take place. The Board will hold a strategic session next meeting to discuss its priorities for the plan. The questions being asked across each domain are: What are we doing well? What can we improve? What can we introduce?	GR to circulate questions put to the board with the intention to discuss during the strategy session. RC to communicate the date for the Community Forum.

Time	Item	Documents	Purpose	Led by	Recommendations	Minutes	Actions
6.30pm	7. Homework Survey	Homework Survey	Discussion	Principal	•RC to share sub-committee progress with the board.	Sub-committee met and formulated a Homework Guidelines draft document. RC will present the document to staff for feedback before presenting to the board next meeting.	
7.00pm	8. 2025 Board Planning	Draft 2025 Board Calendar	Discussion	Chair / Principal	Discuss: <ul style="list-style-type: none"> •What does a meaningful contribution look like to you? •Board Self-Assessment •Staff Recognitions •Review Sub-Committees •Educative session topics 	The board had a general discussion around its purpose, staff recognitions ideas and self-assessment and will look to finalise all of these points at the next meeting.	<p>GR to add “What does a meaningful contribution look like to you?” to the new agenda. And get board to come with their answer to that question before the next board meeting.</p> <p>GR to carry over Educative session topics to next meeting along with the first three discussion points.</p> <p>CP to summarise the options for Staff Recognitions and present back to the board next meeting.</p> <p>RC to send a Board Self-Assessment Survey to board members.</p>
7.20pm	Administration Items						
	9. Correspondence		Understand	Secretary			
	10. Action Register	Action Register	Discussion	Secretary	Share updates to Action Register and remove any completed items.		
7.30pm	Close			Chair		The Chairperson closed the meeting at 8:15 pm. Next meeting is scheduled for 5.30pm Thursday 14 August 2025.	