



Lesmurdie Primary School Board

Wednesday 25 February 2026

Meeting #1 of 2026

| Minutes of Meeting #6 of 2025 | | | |
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| 03 December 2025 | | | |
| CHAIR: | Isabel Matthews | | |
| ATTENDEES: | Erin Burns, Kevin Donetta, Maryanne Hancock, Isabel Matthews, Sharon McSlaney, Renae Ritson, Geoff Stallard, Melinda White. | | |
| APOLOGIES: | Ceire Gibney, Janet Leuba | | |
| ABSENTEES: | None | | |
| LOCATION & TIME: | Boardroom, 7pm | | |
| Priority | 1.0 | Welcome and Apologies | Chair |
| | 1.1 | Opening and welcome. Isabel Matthews opened the meeting at 7pm. | |
| | 1.2 | Apologies/absentees: | |
| | 1.3 | Confirmation of Agenda: - Confirmed, no additional items. | |
| | 2.0 | Disclosures of Interests | Chair |
| D | | No interests were disclosed. | |
| | 3.0 | Minutes of previous meeting | Chair |
| D | 3.1 | Minutes of the previous meeting moved as a true and correct record. Unanimously approved. | |
| I | 3.2 | Actions arising from Meeting #5 (05 November 2025): - Kevin to follow on the New Board Training documents. | Chair |
| | 4.0 | Reports and Operational Matters | |
| I | 4.1 | Principal's Report – December 2025 (refer to attached report): - Paul Litherland Online Safety Workshop: P&C acknowledged for supporting the Surf Online Safe workshop; Paul Litherland delivered a well-received online safety session. - Sangora Education Foundation Language Teachers Award: Signora Barclay congratulated on receiving the Award. Worth approx. \$15k and a trip to Italy for further upskilling and development. - Student Leader Elections: Student elections for 2026 School Leaders and Faction Captains took place in Week 8 using a simplified preferential voting system; results to be announced at the End of Year Concert. - P&C Fundraising Efforts Across 2025: \$30,000 P&C contribution plus \$30,000 election commitment enabled (amongst other items) the upcoming Early Childhood Playspace, expected to be completed by the commencement of Term 1 2026. | Principal |

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| | | <ul style="list-style-type: none"> ○ The Board extended its gratitude for the tremendous efforts of the P&C. - Leadership Team: Professional development ongoing, including Middle Leader programs and external coaching. - Generative AI Pilot: Participation in the Generative AI Pilot Program to continue into 2026. - The Y: Lesmurdie Primary School selected to establish on-site OSHC in 2026, delivered by The Y (YMCA WA). Contracts, documentation, compliance checks and preparations already underway with an expected commencement of services early 2026. Early indications of a high level of interest from current families and also new families considering enrolling at LPS. - Surveys: Parent, Staff, and Student Surveys recommenced to inform planning and improvement. - Board: Acknowledged for ongoing governance and support; special thanks extended to Ceire and Janet; Kevin to write an acknowledgement letter to both for their exceptional contributions to the school in 2025. | |
| I | 4.2 | <p>Board Chair Report – December 2025 (refer to attached report):</p> <ul style="list-style-type: none"> - Productive year noted with strong governance, community engagement, and focus on student wellbeing. - Board Training Workshop hosted with 17 members from four local schools. - P&C acknowledged for major contributions to shade sails, Early Childhood play space funding, and community events. - Generative AI pilot (ClassmAlte) to continue in 2026. - On-site OSHC to commence in 2026 with The Y (YMCA); strong community support noted. - Successful programs highlighted: Edu-Dance and whole-school wellbeing initiatives (wellness dog, mindfulness, chaplain programs). - Chair acknowledged strong partnerships across Board, staff, P&C, and community. | Chair |
| I | 4.3 | <p>P&C 27 November 2025 feedback:</p> <ul style="list-style-type: none"> - The final meeting of the year concluded with the presentation of awards and acknowledgements, and a reflective wrap up of another successful year. - Separate note regarding the Uniform Shop; now operating well, all sizes in stock and financials now in hand. | (P&C Rep) |
| | 5.0 | Other Matters | |
| I | 5.1 | <p>NQS Audit Report</p> <p>An assessment was undertaken to determine where LPS sits against the National Quality Standards across seven domains, with a specific focus on Kindy to Year 2. A whole-school approach was used by LPS to evaluate effective strategies and practices. Wendy Twentyman led the assessment which evaluated the school against the NQS criteria, identifying areas of strength (criteria ‘met’) and opportunities for improvement (criteria ‘not yet met’).</p> <p>Many domains judged as ‘Met’, with strong practice evident across educational programs (including play-based learning and mindfulness), student health, safety and wellbeing, risk management, allergy and OHS protocols, positive behaviour</p> | Principal |

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| | | <p>and values frameworks, protective behaviours, student recognition systems, student voice, community engagement, and new school facilities. PAT wellbeing data is informing targeted wellbeing programs (e.g. Flourish, with Grow in development). Particularly strong results were noted in ‘Collaborative partnerships with families and the community’ and ‘Governance and leadership’.</p> <p>Areas identified for improvement or monitoring include: improving student handover processes, streamlining assessment through to planning and tracking, ongoing monitoring of PLD program fidelity, enhancing parent communication, and further development of the Compass platform. Additional focus areas include strengthening wellbeing coordination and shared resources, increasing inclusion of special needs education assistants in meetings, improving supervision in early childhood toilet areas, better use of wet areas, rollout of sustainability initiatives, development of relief teaching folders, deeper embedding of multicultural practices, a whole-school approach to protective behaviours (Term 2), clearer parent communication including 1:1 interviews, adequate time for performance and development, and ensuring all staff can clearly articulate the school vision and business plan.</p> | |
| A | 5.2 | <p>School Board Survey Results</p> <p>Overall performing very well. Practical and deliverable initiatives:</p> <ul style="list-style-type: none"> - Board Training: Kevin will further assess the need for additional Board training, in light of some responses indicating a potential lack of clarity regarding Board requirements and responsibilities. - Board Composition and Tenure: Board roles and terms are intentionally staggered to preserve continuity, experience, and organisational stability. - Board Communications: The Board Chair to provide updates to the community following meetings; Isabel suggested preparing a brief written summary for inclusion in the Newsletter. - Board Cohesion: The Board will consider whether additional social initiatives are needed/wanted to strengthen group cohesion. - Areas of Expertise: Explore opportunities to better utilise volunteers from the community in a professional advisory capacity, drawing on their subject-matter expertise where relevant. | Principal |
| I | 5.3 | <p>Business Plan Review (Linked to PSR – Relationships & Partnerships) (refer to attachment)</p> <ul style="list-style-type: none"> - Feedback Review: The “What’s Working Well” and “Even Better If...” feedback was reviewed and will be shared with the school. - Future Planning Considerations: The feasibility of various suggestions such as Therapy Screening, Speech & Language Screening and engagement with Aged Care facilities will be further evaluated for potential inclusion in future planning. - Ongoing Improvement Areas: Parent communication and cultural responsiveness were noted as areas for continued focus and improvement. | Principal |
| I | 5.4 | <p>Correspondence in/out:</p> <ul style="list-style-type: none"> - None <p>Other Business:</p> <ul style="list-style-type: none"> - None | |

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| I | 6.0 | Next Meeting – 25 February 2026 To Be Included: - None | Chair |
| | 7.0 | Roundtable evaluation | |
| A | | - Suggestions for Improvement: - None | Chair |
| | 8.0 | Meeting close/adjournment | |
| | | The meeting closed at 8:00pm | Chair |

Attachments

1. Minutes of Board Meeting – 5 November 2025
2. Principal’s Report – December 2025
3. Public School Board - Self-Assessment Tool Results Nov 2025
4. School Board Business Plan Review Partnerships 2025

| Term | Meeting Dates 2025 | |
|------|--------------------|--------------|
| 1 | 26 February | 26 March |
| 2 | - | 18 June |
| 3 | - | 10 September |
| 4 | 5 November | 3 December |

Signed (Chair).....

Date

Signed
(Principal).....

Date