



# EATON PRIMARY SCHOOL

## Board Meeting MINUTES

<i>Minutes of meeting – OPEN BOARD MEETING</i>		Wednesday 18 <sup>th</sup> March 2026
<b>Attendees:</b>	Sam Harman, Scott McDougall, Claire Nicol, Daniel Hovey, Natasha Crosby, Andrew Morrison, Jackie Norman, Sharon Wheeler	
<b>Guests:</b>	Gemma Calligaro	
<b>Minutes:</b>	Jackie Norman/Gemma Calligaro	
<b>1.0</b>	<b>Welcome and apologies</b>	<b>Actions</b>
1.1	Meeting opened 4:15pm with an Acknowledgement of Country and welcomed those present – Niomi Hurley	
1.2	Apologies:	
<b>2.0</b>	<b>Minutes of previous meeting</b>	
2.1	26/11/2025 Presented the Board the minutes of previous meeting for approval. The Board endorsed the minutes of previous meeting.	Minutes endorsed by Claire Nicol and Natasha Crosby.
<b>3.0</b>	<b>Business Arising from Previous Meeting</b>	
	No matters arising from previous minutes.	
<b>4.0</b>	<b>Reports / Operational Matters - C Nicol</b>	
4.1	<b>Full Day Proposal for Parent/ Teacher interviews – 18<sup>th</sup> June 2026</b> Claire to apply for approval to SWREO for full day closure.	None
4.2	<b>School Priorities –</b> <ul style="list-style-type: none"> <li>• New maths Program LTD – implemented quickly, good take up</li> <li>• Intervention Procedure data and communication, benefits explained</li> <li>• Elastik Data platform – what it is and how we can assess/reflect/action</li> <li>• Curriculum Lead Teachers – explained their role and benefit</li> <li>• Draft, start new Business Plan -Claire's role for term 2</li> </ul>	None

4.3	<b>2026 actual Student Numbers:</b> <ul style="list-style-type: none"> <li>• 401 Students</li> <li>• 39 Aboriginal</li> <li>• 22 EALD</li> <li>• 23 students funded Disability</li> <li>• 18 EA's</li> <li>• 17 Classes</li> <li>• 28 Teachers</li> </ul> <p>Student funding based on census numbers as above, Claire explained the funding DOE basic structure.</p>	<p>Discussions and questions asked by Board Members.</p> <p>No action required</p>
4.4	<b>Board Member Profiles:</b> All profiles look amazing. Thankyou They are on the school website under "From the Principal's Desk."	None
5.0	<b>Finance Reports – J Norman</b>	
5.1	<ul style="list-style-type: none"> <li>– One-Line Budget Report</li> <li>–</li> <li>– 2026 Voluntary Contributions on website for parents by November 2025</li> </ul>	Noted Claire / Natasha
6.0	<b>Priority Items</b>	
6.1	<ul style="list-style-type: none"> <li>• NIL</li> </ul>	None
7.0	<b>General Business</b>	
7.1	<ul style="list-style-type: none"> <li>• <b>School Board Function Survey</b> - Board Effectiveness Survey – Board discussed results, lowest scores and comments</li> </ul>	
7.2	<b>2026 Planning:</b> <ul style="list-style-type: none"> <li>• <b>Business Plan:</b> <ul style="list-style-type: none"> <li>○ Development one page roadmap</li> <li>○ Board input required – next meeting discussion</li> </ul> </li> </ul> <p><b>Focus Areas:</b></p> <ul style="list-style-type: none"> <li>• New Mathematics curriculum</li> <li>• Coaching</li> <li>• Quality Teaching Standards (QTS)</li> <li>• Positive Behaviour for Success (PBS)</li> <li>• Data-driven improvement</li> <li>• Reflects SPR</li> </ul>	Claire to set a timeline of BP creation
7.3	2026 Aspiration for ALL (dept Doc for 2026) Presented <ul style="list-style-type: none"> <li><input type="checkbox"/> Climate and expectations</li> <li><input type="checkbox"/> Wellbeing</li> <li><input type="checkbox"/> Cultural awareness</li> <li><input type="checkbox"/> Teacher workload</li> <li><input type="checkbox"/> Societal change acknowledgment</li> </ul>	None

7.4	<p><b>Breakfast Club:</b> Volunteers needed; Gemma recruiting. To be held in B4 Mondays Wednesdays and Fridays</p> <p><b>Singing Club/Choir:</b> Michelle Trantham our teacher has expressed interest in running a choir. in music Room C1 before school Mondays Lunch time and Wednesday before school starting term 2 pending interest.</p>	<p>Claire liaises with Gemma</p> <p>Claire liaise with Michelle</p>
7.0	<b>2025 Meetings – commence 4:15pm</b>	
	<p>□ <b>2026 Board Meetings:</b></p> <ul style="list-style-type: none"> <li>• Term 3: Week 7</li> <li>• Term 4: Week 7</li> <li>•</li> </ul> <p><b>Chairperson Succession: For 2026, members will rotate as Chairperson.</b></p>	<p>Jackie, reminder emails one week prior</p>
	<b>Meeting closed: 5:56pm</b>	