



EATON PRIMARY SCHOOL

Board Meeting MINUTES

<i>Minutes of meeting – OPEN BOARD MEETING</i>		Wednesday 3rd June 2026
Attendees:	Sam Harman, Scott McDougall, Claire Nico (Principal), Daniel Hovey (Chair person),, Natasha Crosby, Andrew Morrison, Jackie Norman, Sharon Wheeler,	
Guests:	Gemma Calligaro	
Minutes:	Jackie Norman	
1.0	Welcome and apologies	Actions
1.1	Meeting opened 4:15pm with an Acknowledgement of Country and welcomed those present – Niomi Hurley	
1.2	Apologies: Natasha Crosby, Gary LeCras	
2.0	Minutes of previous meeting	
2.1	03/06/2026 Presented the Board the minutes of previous meeting for approval. The Board endorsed the minutes of previous meeting.	Minutes endorsed by S Wheeler and seconded by K Grime.
3.0	Business Arising from Previous Meeting	
3.1	Members timelines - S Wheeler tenure due to end 2026	To be discussed at next meeting. No action required
3.2	School start-ups: Breaky club, Choir, Art Club – great response	
3.3	Full day parent / teacher interviews – great feedback from last year	Scheduled 18/6/26
4.0	Reports / Operational Matters - C Nicol	
4.1	Elastik Data, Intervention impact	None
4.2	NAPLAN data – Claire explained data and how to read results, she also explained what contributing factors influence the NAPLAN Data	None

4.3	Board Plan – Claire presented effectiveness document	Discussions and questions asked by Board Members. No action required
4.4	Business plan draft – Claire explained July SDD would enable all staff to contribute and collectively input the next business plan.	20/07/2026 SDD business planning day
5.0	Finance Reports – J Norman	
5.1	– One-Line Budget Report explained and detailed for members – SCF Statement explained and detailed for members	Noted A Morrison, seconded D Hovey
6.0	Priority Items	
6.1	Open Meeting – scheduled for term 3	Send notification on FB and Compass prior
7.0	General Business	
7.1	Annual report – need a board chair comment from last year	Claire liaise with a 2025 member
8.0	2025 Meetings – commence 4:15pm	
	2026 Board Meetings: • Term 3: Week 7 • Term 4: Week 7 Chairperson Succession: For 2026, members will rotate as Chairperson.	Jackie, reminder emails one week prior
	Meeting closed: 5:52pm	

Claire Nicol (Principal) _____

Jackalyn Norman (Manager Corporate Services) _____

Daniel Hovey (Chairperson) _____

3rd June 2026