



## Theodore Primary School Board Meeting Minutes

**Attendance** Principal Nathan Pepper, Susan Hough, Jacinta Margaronis, Kim Jones, Sue Farrelly, Alison Yialelglou, Emma Peel, Annette Martens & Rose Rodriguez (Minutes)

**Meeting** Open 3.49pm

**Apologies** Annette Martens & Emma Peel (arriving at 4pm)

**Conflict Interest** Nil

**Student Leaders report** H Jones & Lailah

**Today we are going to be doing a recap of this year.**

As most of you know, my name is **Lailah** and this is **Harper**, and we are the **Prime Ministers of Theodore PS 2025**.

### **Bills That Passed and Bills That Didn't**

First, we want to talk about some of the bills that passed this year, and some that didn't.

#### **Bills that did *not* pass this year:**

- The Cooking Food Bill
- The Jimmy Pike Visit
- Reconciliation Day

These didn't pass because they needed more planning, they clashed with learning time, or things weren't prepared on the day.

#### **Bills that *did* pass this year:**

- Chilly Tuesday
- Oztag Field
- Gaga Ball Pit
- Talent Show (happening tomorrow!)
- Comic Books

Those are some of the main bills from this year.

**Our Roles as Prime Ministers:** Now we want to share something that was challenging for us, and something we really enjoyed about being Prime Ministers.

#### **Lailah:**

What was hard for me at first was standing up in front of Year 5/6 and talking out loud—it was nerve-wracking! What I enjoyed the most was being Prime Minister and having all the executive roles with my friends.

#### **Harper:**

What was hard for me was realising that the executives and I were in charge of so many people. What I enjoyed the most was seeing all the bills that passed go into action and seeing people loving them.

**Market Day** Now we're going to talk about Market Day.

Market Day planning is going well. Today we started sorting out the Market Day tokens and the sausages. The people who worked on that today were: Lailah, me (Harper), Sophie, and Areesh.

All the stalls have put up their signs, set their prices, and they all know where they'll be setting up. That's everything for Market Day—for now we *still haven't figured out our Year 6 gift*.

**If anyone has suggestions, we'd love to hear them!**



## Questions From Board Members

- **Alison:** Asked about bills not being passed — Cooking didn't have enough planning and clashed with learning; Reconciliation Day wasn't ready on the day. Talent Show has been reviewed three times and is now happening tomorrow.
- **Jacinta:** Asked what happen Bills not passed – These Bills information will be passed onto the new parliament
- **Alison:** Suggested giving the new parliament the option to pass unfinished bills next year - We agreed and will discuss this with them.
- **Kim:** Said there has been improvement in our presentations.
- **Alison:** Asked how we make leadership decisions — we explained that we compromise and work as a team.
- **Nathan:** Invited us to return on **January 26** for the grand opening of the Gaga Pit at the Welcome Back BBQ — and yes, we would like to attend! (Maybe the Wednesday is also an option.)
- **Alison:** Congratulated both leaders and asked if there is anything the board should continue on our behalf — we said to continue with student-leader reporting.
- **Rose:** Market day 2024 & 2025 combined collect \$1600 – Suggestion may go toward blue outdoor seating in the junior playground ask P&C to contribute

**Minutes of Previous Meeting**    30 October 2025                    **Pass**    Kim Jones                    **Second**                    Sue Farrelly

<b>Business Arising</b>	<b>Capital upgrades   Junior playground</b>
<b>Open Action</b>	Junior Playground is currently in the planning stage with Capital Upgrades.
<b>Discussion</b>	Capital Upgrades is progressing with draft planning. The commencement of work is planned for the next financial year.
<b>Outcome</b>	The project remains with the Capital Upgrades team. The design has been signed off and includes features to support students with mobility needs.
<b>Business Arising</b>	<b>Playground GAGA PIT</b>
<b>Open Action</b>	Installation of a new GAGa Pit play area for students.
<b>Discussion</b>	Planning has moved ahead with the GAGa Pit to be installed in January 2026 break.
<b>Outcome</b>	The GAGa Pit design complies with playground regulations, measuring 590mm in height (within the 600mm requirement). A grand opening will be held in Term 1, 2026, with 2025 Year 6 students invited to participate.
<b>Business Arising</b>	<b>KADINK SAND recall (asbestos)</b>
<b>Open Action</b>	<b>SAND recall (asbestos)</b>
<b>Discussion</b>	<b>SAND recall (asbestos)</b>
<b>Outcome</b>	THDP checked all classrooms and removed all sand products as directed by EDU. During this process, an unlabelled container of sand product was discovered in the Preschool Portable "Community Hub." The area was identified as <b>off limits</b> until it could be properly investigated. Education notified a <b>HAZMAT team</b> , who attended the site to have the substance tested and safely removed. As a precaution, <b>Theodore was closed for one day</b> , but was otherwise able to continue students' education safely without disruption



## Finance

Month Ending 30 October 2025	
Operating Results	\$11670.24
GST & OTHER Liabilities	\$ 890.42
Reserves	(\$75,000)
Provisions	(43,809.53)
Accumulated Funds	(360,590.59)
Total summary accounts	(466,389.55)
Bank account	\$466,389.55

### 2026 Proposed Budget – Theodore Primary School

The Theodore PS School Board was presented with the 2026 Proposed Budget. Discussion followed, including the Board Summary Finance Report and 5-year budget planning (Case Management 2026–2030) aligned with the School Improvement Plan.

**Operating Income** (\$359,906)

Including External Funding donations

- Better Real Estate: \$12,000 to support the Lunch Club for students (3 days per week)
- THDP P&C \$7,000 to support the Gaga Pit and other identified projects

**Operating Expenses:** \$530,059

**Operating Deficit:** \$170,153

The Board supported the **\$170,153 deficit** through School Reserves, allocated as follows:

- Upgrade Winyu \$100,000 **Enclose** classrooms
- Vinyl Flooring Upgrade \$50,000 Winyu, Birimbigang & Djara Wet area and Bags
- English: \$5,000
- Maths: \$10,000
- Bike Program: \$6,000

### Summary Accounts

Operating Result	\$226,705
Reserves	(\$126,000)
Current Liabilities	\$890
Provisions	(\$40,044)
Accumulated Funds	(\$263,255)
Total Summary Accounts	(\$201,703)

Projected Bank Account Balance (31 December): (\$201,703)

Amount available for re-investment after deducting working capital: \$50,124

School Board members **approved the 2026 Proposed Budget and the 5-year Financial Plan** for Theodore Primary School.

Pass

Jacinta Margaronis

Second

Susan Hough



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Teacher report Susan Hough

Affiliated Uni program


Teachers as researchers

# PREAMBLE

*Prepared to provide additional background information of Theodore Primary School context, intended for presenters and reviewers - not to be included in the TaR final presentation*

## What is the impact of self-efficacy on accurate spelling?

Susan Hough (SLC) | Savannah Burge (5/6 Classroom Teacher) | Emma Smith 3/4 Classroom Teacher | Anna Connell 1/2 Classroom Teacher | Julia Davies-Duff (UC Mentor)

**Theodore Primary School**

### Why Self-Efficacy and Spelling?

2025 Strategic Priority

To improve growth in spelling for all students

- Building capacity for all staff as teachers of spelling
- Intentional use of pedagogy and curriculum to deliver a personalised learning approach

#### SCHOOL IMPROVEMENT plan 2024-2028

**VISION**  
An inclusive community of learners who achieve their personal best.


**MISSION**  
Building brave and curious individuals who achieve their personal best through taking steps through student Agency, voice and choice.

**VALUES**  
We commit to all: Courageous, respect, integrity.

**Priority 1:**  
To improve growth in spelling for all students.

**Priority 2:**  
To improve growth in mathematics (numbers) for all students.

**BUSINESS AS USUAL**



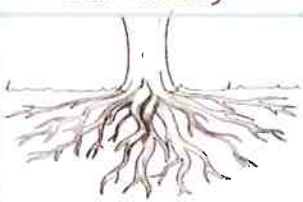
#### You will see students

- Learning and using spelling strategies independently.
- Using the language of spelling to describe new knowledge, ideas and strategies they use to learn.
- Using public feedback and working towards their learning goals to be successful.
- Using their own knowledge and skills to help others learn.
- Working with their peers to help them learn and understand.
- Working with their peers to help them learn and understand.

#### You will see teachers

- Working and thinking a range of spelling strategies with students to build independence.
- Using a consistent approach to teaching spelling throughout the school aligned to the spelling pedagogical best practices.
- Supporting students to set challenging yet achievable personal learning goals and providing them with specific feedback to further improve.
- Engaging in Professional Learning Teams (PLTs) to share, discuss and use student learning data to inform future teaching and learning of spelling.

### Self-Efficacy





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# Principal's Report- EOY 2025 Nathan Pepper

## Achievements in 2025

As we reach the end of the 2025 school year, there are many things that we have to be proud of and celebrate at Theodore.

### Student data:

- Base 2021- year 3 2024: majority of students made expected growth in reading and numeracy.
- NAPLAN: beginnings of improvement in spelling, writing, spelling. Work required for Grammar & Punctuation and Numeracy.
- School based learning data: varied rates of growth across the school
- Growth in Pre-foundation curriculum for preschool students
- Attendance: Overall 87%, 60% of students at 90% or more.
- Wellbeing incidents: Major 146 (115), Minor 177 (101), positive 19,804 (20,488)
- NCCD: 21% identified

### Processes and approaches data:

- Implementation of personalised learning goals across the school
- Embedded Sounds Write
- Embedded consistent approach to spelling in years 3-6
- Embedded approach to wellbeing MTSS
- Development of academic MTSS

### Perception data:

- See School Satisfaction Data below\*

### Next steps for 2026:

- Implementing the new Directorate guides for teaching and learning (Pedagogy, Curriculum, assessment).
- Consistency in teaching practice across the school- Explicit Direct Instruction.
- Developing schoolwide 'norms for learning'

### School Satisfaction Survey results 2025

#### Staff:

- Self- rated performance= decrease
- Reduction in high stress, increase in medium stress
- Increase in team morale
- Room for improvement in professional development

#### Parents/ Carers

- Increase in shared values and approach, and academic emphasis.
- Maintained parent involvement at school

#### Students

- School identification increased
- Perceived safety and support maintained.
- School climate maintained (staff- student, student- student relations)

### Planning for 2026

The current enrolment figure for 2026 is 217, which includes 24 preschoolers. The class structure for next year will be:

- Preschool: Karen Gill & Annie Jenvey
- Kindergarten: Annette Martens & Alice Nordin/ Charisse Enriquez
- Years 1/2: Elyn Cilliers, Eliza Birse & TBC
- Years 3/4: Savannah Burge, Kristen Kelly & Anna Connell
- Years 5/6: David Livingstone, Alanah-Rei Castledine & Emma Smith/ Jess Crilly
- Small Group Program: Kylie Hennock
- Specialists: Tracey Kennedy, Emma Cooper, John Muir, Steph Ruiz
- Leadership: Nathan Pepper, Sarah-Jane Brown, Susan Hough (Preschool, Inclusion, UC), Charisse Enriquez/ Meg Signor (K-2) & Jess Crilly (3-6 & SGP)





## P&C Notice

### Notice Board

- P&C information notice board outside the library.  
This will help communicate updates, events, and P&C activities to families.

### 2026 Activities

- Plan for one P&C-supported activity per term.
- Preschool (2025) may continue to be involved in these activities 2026

### Yr 6 Graduation Present

- The selected graduation gift for students will be a Koala Signature Bear.

### General Business

#### Board Membership – 2026 Transition

Current Board Members will return for the **first meeting of 2026**.

After this meeting, **exiting members will step down and be re-elected** in accordance with standard board processes.

Meeting Closed            5.50pm

Principal            Nathan Pepper

Date: 10.12.2025

School Board Chair            Jacinta Margaronis

Date: 10.12.2025

