



Theodore Primary School Board Meeting Minutes

Attending	Nathan Pepper, Susan Hough, Jacinta Margaronis, Emma Peel, Kim Jones, Alison Yialelglou, & Rose Rodriguez (Minutes)		
Meeting	Opened 3.52pm	Closed 5.00pm	
Apologies	Sue Farrelly & Annette Martens		
Conflict Interest	Nil		
Student Leader report	Nil		
Minutes of Previous Meeting	Pass	Jacinta Margaronis	Second Kim Jones
Business Arising	Capital upgrades Junior playground		
Open Action	Junior Playground is currently in the planning stage with Capital Upgrades		
Discussion	Capital Upgrades is progressing with draft planning. Commencement of work is planned for the next financial year.		
Outcome	The project is currently with the Capital Upgrades team.		
Business Arising	Preschool Hours		
Open Action	Consideration of changes to preschool start and finish times.		
Discussion	Current hours: 9:00 AM – 3:00 PM , Proposed change: 8:45 AM – 2:45 PM, with consideration for implementation in 2026. Points of note:		
	<ul style="list-style-type: none"> • Community consultation required • SECA notice regarding set hours • OSHC currently collects students at 2:45 PM 		
Business Arising	School Hall Airconditioning		
Open Action	Installation of evaporative cooling.		
Discussion	Procurement was completed successfully during the term break.		
Outcome	Total procurement cost: \$62,200 (incl. GST)		
Business Arising	Playground GAGA PIT		
Open Action	Installation of a new GaGa Pit play area for students.		
Discussion	P&C will provide partial funding. THDP has allocated \$10,000 in the budget		
Outcome	Investigation underway to source a report from a Level 3 Playground Inspector regarding risk and required safety measures, aligned with EDU policies.		



Finance

Month Ending Aug 2025	
Operating Results	(\$38,518.44)
GST & OTHER Liabilities	\$8,854.88
Reserves	(75,000)
Provisions	(\$43,809.53)
Accumulated Funds	(360,590.68)
Total summary accounts	(\$432,027.19)
Bank account	\$432,027.19

Contributions & Donations:

- Better Real Estate: \$600 – Term 3 Lunch Club
- P&C: \$4,000 – 2025 Lunch Club

Fundraising:

- Cancer Council: \$161
- Voluntary Contributions: \$3,279

Library Trust:

- Income: \$7,600
- Expenses: \$1,562

Directorate-Funded Payments:

- \$100,000 – Uni and THDP funding (Staffing)
- \$20,640.98 – EDU non-specific reimbursement
- \$20,033 – Cultural Integrity
- \$5,365.61 – Student Support

Passed

Emma Peel

Second

Kim Jones

Teacher report

Susan Hough

- Week 4: Individual Learning Plan meetings
- Term 3 Excursions:
 - Arboretum
 - National Portrait Gallery
 - Preschool – Birrigai
 - Sporting Gymnastics (Kindergarten to Year 2)
 - Sporting Gala Days – Football
 - Year 5/6 walk to Grinding Stones
 - Small group excursion to Bunnings (donated a worm farm to the school)
- Preschool: Successful final play day for new students
- Staff Development:
 - EDU Inclusion Team: Two days of professional learning on Universal Design for Learning (UDL)
 - Sarah Jane Brown (Deputy): Delivered professional learning on Strong Foundations to staff



Principal's Report- September 2025

School Improvement- Improve growth in spelling for all students

NAPLAN SPELLING GROWTH DATA – YEAR 3 2023 to YEAR 5 2025

	Year 3 2023 (End of previous Strategic Plan and school review T2)	Year 5 2025 (One year of 'Spelling' as a whole school strategic priority)	IMPACT
Needs Support	26%	20%	6%
Developing	41%	28%	13%
Strong	33%	48%	+ 15%
Exceeding	0%	4%	+ 4%

Updates for School budgeting

2025

- Our school is projected to be either at or under budget at the end of the calendar year. This is taking into account cost pressures related to complex behaviours which have been approved by the Education Support Office.
- Actions for the remainder of the 2025 school year are to continue on this trajectory of spending on staffing.
- I am committed to our school continuing to place our students' wellbeing and learning needs at the centre of our work. This means that we will continue to cover classes with relief teachers when regular class teachers are on leave to continue regular learning programs. We will continue to spend budgeted funds that are already committed to addressing learning and wellbeing needs. We will also remain flexible and responsive to emerging needs of students and make resourcing decisions that will ensure their best outcomes.

2026

- I am currently finalising the school's Budget Management Plan for 2026, with the support of Sarah-Jane and Rose. This involves providing educational rationale for the staffing decisions of the school along with assessing the risks associated with potential staffing models.
- I am meeting with ESO representatives next Tuesday to present our Budget Management Plan.

Planning for 2026

Enrolments for the 2026 school year opened in April this year and first round offers have been made. We currently have:

- Approximately 200 enrolments, preschool to year 6.
- 27 preschool enrolments (two classes)
- 28 kindergarten enrolments (two classes)

Planning for staffing is well underway and the school will again experience continuity going into the new year. At this stage the school is only looking to recruit a preschool teacher.

Great things happening at our school

- P&C disco + Book Week
- Sport gala days
- Combined band
- School Support Staff week

Child Safety Policy (Safety Standards + photography)

Commenced Sep 1 2025, main impact preschool required to use service provider for device use. Theodore will purchase smart phone for preschool support .



P&C / Parent Report

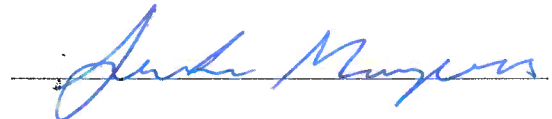
- **Disco Feedback:**
 - Overall a successful event.
 - BBQ was effective and well-coordinated – processes for student sign-in, supervision, and meal distribution were smooth.
 - Areas for improvement include:
 - Increased lighting for safety and visibility.
 - Clearer definition of volunteer roles and responsibilities.
 - Opportunity to reflect on current processes and improve for future events.
- **Total Profit from Disco: \$794**
- **Upcoming Event – Colour Run:**
 - Scheduled for **22nd October**.
 - Preschool will participate concurrently, with activities taking place within the preschool grounds.
- **Recognition:**
 - P&C has been **nominated for a Public Education Award** in the **Volunteer Category** – a recognition of their valuable contributions to the school community.

Principal **Nathan Pepper**



Date 10.12.2025

School Board Chair **Jacinta Margaronis**



Date 10.12.2025

