



School Board Meeting Minutes

Meeting Number & Location	Meeting Number 92 – Library
Date:	Thursday 26 March 2026 at 7:30am

Time	Item	Action	Who
Welcome and Apologies			
7:32am	Opening and Welcome	Chair	
Board Members in Attendance	Travis Miller (Principal) Alex Barry (Board Chair) Luke Gibson (Parent Representative) Sascha Haste (Parent Representative) Erika Voges (Parent Representative) Yuanji (Gigi) Wen (Parent Representative)	Bronwyn Ife (Community Representative) Karen Vernon (Community Representative) Jenn Stojceski (Staff Representative) Tara Claassens (Staff Representative) Jane Locke (Staff Representative) Jo Greenway (Staff Representative) Sharon Cockroft (Ex-officio Executive Officer)	
Apologies	Rowena Skinner – Community Representative		
	Confirmed		All
Disclosure of Interests			
7:32am	2.0	No conflicts of interest declared.	All
Minutes of previous meeting			
7:33am	3.1	Review of previous meeting minutes	<ul style="list-style-type: none"> Minutes confirmed Moved: L Gibson Seconded: Y Wen
7:33am	3.2	Actions arising from previous minutes	<ul style="list-style-type: none"> Nil
Priority Items for Decision/Discussion			
7:34am	4.1	Welcome to new members	<ul style="list-style-type: none"> Sascha is a member of the P&C and joins the Board as a parent representative. Gigi is remaining on the Board as a parent representative.
7:38am	4.2	Term 1 PAT Data Review	<ul style="list-style-type: none"> PAT Report circulated and discussed. PAT measures achievement and tracks progress. Reading, maths, spelling, punctuation and grammar are currently tested at the start of the year and again in October. The school has a high expectation with a target of students achieving above the medium for the year above. The norm reference is Australia wide. NAPLAN data is compared with like schools.

			<ul style="list-style-type: none"> PAT data tracks year to year progress. Testing is completed for students in years 2 to 6. PP and Year 1 complete on-entry testing. Data is reviewed by teachers and phase teams. 	
7:57am	4.3	Parent Information Sessions	<ul style="list-style-type: none"> 4 sessions were run, 2 for PP to Year 2 parents covering home reading, and 2 for Year 3 to 6 parents covering literacy and numeracy programs. Screen time, sleep, and nutrition was also discussed. All sessions were well attended with over 100 parents in attendance. 	
8:00am	4.4	School Board Training – Term 2	<ul style="list-style-type: none"> Training session being held at Como primary school on 11 May from 5:30 to 7:30pm. Run by the Professional Learning Institute covering roles and function of the Board. Details to be emailed to Board members. Register of members that have participated in training. 	Moved: A Barry Seconded: T Claassens
8:05am	4.5	Finance – Budget Endorsement	<ul style="list-style-type: none"> Student Centred Funding Statement circulated and discussed. School funding based on Census which was completed 13 February 2026. 511 students were counted for Census. Budget 2026 was endorsed by the Finance committee. Budget 2026 was circulated and discussed. Expectation to spend 96% of funding during the year. Reserve fund planning in place. Painting admin and junior blocks and adding mulch to older playground and replacing damaged sails. Prime maths textbooks were rolled out this year for students in Years 2 to 6. Budget 2026 was endorsed by the Board. 	Moved: E Voges Seconded: J Greenway
8:34am	4.6	Principal’s Report	<ul style="list-style-type: none"> Parent teacher interviews were well attended with 355 meetings taking place across the school. NAPLAN completed. New flag poles installed on the oval ready for the ANZAC Day service. Recruitment process to be run for Deputy Principal contract until the end of the year to cover Bron’s Maternity Leave. Students love the new playground. Finalising Part B. 	
Meeting Closure				
8:37am	5.1	Next Meeting	<ul style="list-style-type: none"> Next meeting to be held Thursday, 7 May 2026, 7:30am in the library. Add to the Agenda – Discussion around OHS Tender process. 	Chair
8:37am	5.2	Closure or adjournment of meeting	<ul style="list-style-type: none"> Meeting closed at 8:37am. 	Chair

Minutes sighted and approved by:

Principal – Travis Miller

Date

Chair – Alex Barry

Date