

**Date:** 16 June 2026

**Time:** 6pm

**Location:** Sacred Heart Primary School Staffroom

**Chair:** Ian

**Secretary:**

**Members Present:** Fr Samuel, Marlene, Kaylene, Cath, Joh, Gemma, Ian, Glen, Camillo

**Apologies:** George, Caitlin, Justin, Erin



Agenda Item	Person Responsible
1. Welcome Opening Prayer, Acknowledgement of Country & Declarations of Interest	Ian, Kaylene & Fr Samuel
2. Apologies	Chair
3. Guest Speaker (if presenting) Topic:	NA
4. Confirmation of Minutes of Previous Meeting (Note amendments and chair to sign)	Chair
5. Matters Arising from the Minutes (Minor matters only)	Chair
6. Correspondence	Secretary
7. Reports <ul style="list-style-type: none"> <li>❖ Principal's Report/Annual Report to the School Community 2025</li> <li>❖ Parish Report</li> <li>❖ Teaching and Learning Report</li> </ul>	Kaylene Fr Samuel Cath
8. General Business (Agenda items only) <ul style="list-style-type: none"> <li>● Student Toilets Update (Glen &amp; George)</li> <li>● School Fees &amp; Levies Structure 2027 (Kaylene)</li> <li>● Family Engagement Update (Caitlin)</li> <li>● 125 Year Celebrations - Feedback invited (Caitlin &amp; Cath)</li> </ul>	Multiple contributors
9. Next Meeting - 11th August 2026	Chair
10. Closure and Blessing of the School Advisory Council	Fr Samuel