



Teloopa Park School Board Meeting

AGENDA and Minutes



Date:	24 th September 2024	Time:	5.15pm - 7.00pm	Chair:		Minutes:	Mary
Attending	Jason Holmes (Principal), Florence Llopis (Proviseure), Paul De Fombelle (Board Chair) Parent Rep, Francesco Colonna-Romano (French Gov Rep / Deputy Board Chair), Magali Rozborski (Teacher's Rep), Stacey Griffiths (Teacher's Rep), Olivia Stossich (Australian Government Rep), Lachlan Li (Student's Rep), Stephen Bouwhuis (Parent's Rep), Joanna Shapley (Parent's Rep), Mary Ryan (Finance/Secretariat), Invited guest: Olivier Boasson (Cooperation Counsellor at the French Embassy)			Apologies:	Adam Ayad (Student's Rep) Rosaline Rimes-Reich (Appointed Member) Cymantha Cantrill Deputy Principal		

Norms:

- Speak to each other with kindness and respect – Consideration to set out a board charter
- 1 speaker at a time – goes through the chair
- Names connected to agenda items – discuss for 5 minutes, around the table
- Timekeeper – will notify if we run to the time limit
- Start and finish times – 5.15 to 7pm
- Minutes – keep items short and without names, but include an action / outcome column
- Sharing of information – comes only
- Hands up and goes through the chair
- Agenda goes out 1 week in advance with relevant papers
 - o Suggestions for agenda items will be called from
 - o Board chair and Principal will determine the agenda
 - o Input to the minutes
 - Email suggestions
 - Comes to the meeting for discussion

<p>French student project proposal: 1</p>	<p>Florence</p>	<p>10 mins</p>	<p>The Board also agreed that it would be useful if a message was provided to all parents to remind them of the need to follow the parking rules and speed limits to ensure student safety.</p> <p>Following our participation earlier this year, Telopea Park School and Narrabundah College would like to take part once again in the AEFE Asia-Pacific Zone public speaking competition, AAEH (Ambassadors in the Making), in March 2025.</p> <ul style="list-style-type: none"> ○ Travel Dates: Estimated from Saturday, March 29, 2025, to Wednesday, April 3, 2025. ○ Purpose of Excursion: The AAEH competition is a French public speaking event designed to develop students' skills in public speaking and enhance their understanding of international relations and diplomacy. Students will research and present on topics related to global issues, politics, and international affairs. The event is partially funded by the AEFE Grant. ○ Year Levels: 6 students from Year 4 to Year 11 at Telopea Park School and Narrabundah College. <ul style="list-style-type: none"> ▪ 2 students from Year 4-6, 2 students from Year 7-9, 2 students from Year 10-11 ○ Teacher-in-Charge: Two teachers (same team as in March 2024). ○ Cost : \$800-\$1200 / student, partially funded by AEFE Grant. May included 2 days visit at Siem Rapp after the competition. TBC 	
<p>French student project proposal: 2</p>	<p>Florence</p>		<ul style="list-style-type: none"> ○ AEFE 2025 - Asia-Pacific Region Basketball competition in Phnom Penh ○ Dates of excursion: Thursday - Saturday 22-24 May 2025 (Term 2, Week 4) ○ Purpose of excursion: An opportunity for students to engage in sporting, cultural and human interaction with 	

<p>Work Plan –</p> <p>Behaviour Management</p> <p><i>The three priorities are:</i></p> <ul style="list-style-type: none"> • <i>Build better relationships between French and Australian streams.</i> • <i>Improve communications.</i> • <i>Behaviour point (note: may not be perception)</i> 	<p>Jason</p>	<p>25 mins</p>	<p>their French-speaking peers from different AEFÉ schools in Asia-Pacific countries to promote diversity, cultural appreciation and international friendship.</p> <ul style="list-style-type: none"> ○ Year level : Secondary Year 7 to Year 11 students. 3 teams, 7 students in each team, 21 students in all. 1 middle school boys' team, 1 high school boy's team, 1 high school girl's team (there hadn't been sufficient interest from students in a middle school girl's team). ○ Teachers: Three teachers will attend ○ Cost: The cost of this excursion may range between \$1500.00 and \$1700.00 – covering all transport, activities and meals inclusive. partially funded by AEFÉ Grant <p>During the discussion it was noted that the school has completed an assessment of student safety and risk for these excursions.</p> <p>Approval for both projects: S Griffiths Sec: S Bouwhuis</p> <p>The Board discussed Behaviour Management as the second of its key strategic themes.</p> <p>It was noted that Telopea Park School has working hard to improve its ability to manage behaviour at the school and that there is a range of material currently on its website setting out these processes in some detail. Student Wellbeing is a focus - how to develop skills to be a conductive member of the community.</p> <p>Student Welfare meeting happen once a week where student concerns are discussed,</p> <p>The school also has a mechanism where students can refer or self-refer issue to staff</p>	
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			<p>Teloopa Park School also makes use of Positive Behaviour Support Plans for students.</p> <p>More recently the school has also instituted a program whereby students are awarded tokens for positive behaviour. These tokens these are run through school houses, and are given out for appropriate behaviours. Secondary tokens are PBL bucks, this has been implemented with a great take up by both staff and students.</p> <p>The discussion on this topic centred on both the processes involved and the communication about them. In particular, it was noted that parent understanding of the processes in place at the school is perhaps low and that it would be good to hold a forum or some other similar event to talk parents through the processes in place and to address any misunderstandings.</p> <p>Specific discussion also centred around.</p> <ul style="list-style-type: none"> • whether the statistics indicated that problematic behaviour was being reported to teachers during lunch and recess and whether that was being communicated back to the teachers responsible for teaching those students so that they would be aware if there was a pattern of negative behaviour (like bullying) • whether there were sufficient repercussions for anti-social behaviour such as drinking, vaping or smoking • whether a lax enforcement policy on smaller things (eg uniforms) might lead students to think there will be no repercussions for other negative behaviour and hence lead to more significant negative behaviour. 	
<p>Update on continuing items.</p> <ul style="list-style-type: none"> • 		<p>5 mins</p>	<p>Nil</p>	

<ul style="list-style-type: none"> • Correspondence <ul style="list-style-type: none"> ○ In ○ Out 		5 minutes	Nil	
<p>4. Reports (5 minutes per report)</p> <p>4.1. SRC report</p> <p>4.2. Principal's report</p> <p>4.3. Proviseur's report</p> <p>4.4. P&C report</p>	Chair	25 mins	<p>Report tabled as attached.</p> <p>Questions from board on issues arising from written report.</p> <p>Decision sought: Board to note the reports.</p> <p>The SRC has been busy. This includes Market Day, a Year 10 Jamberoo excursion, events for Remembrance Day and the Year 10 Formal. The SRC noted they had successfully fundraised enough at the moment to keep the cost of the Formal at \$155.</p> <p>The SRC noted it had applied to meet with the King during his October visit and that plans for next year are also in swing, and this year's SRC and School Captains are ready to ensure a smooth transition.</p> <p>Tabled</p> <p>Congratulations to our Business Manager Mary who has won the ACT Business Manager of the year. Congratulations to our IT Officer Hamish and one of our LSA's Kerry who were nominated for School Assistant awards for 2024.</p> <p>In the EFS, our secondary enrolments have increased which has meant we will need to create extra classes for 2025.</p> <p>P&C is engaged in the upgrade of the school and traffic management plan. It was noted that there had been another instance of a student being hit by a vehicle at the crosswalk nearest to Telopea Park School and that the safety concerns</p>	

4.5 Finance Report			<p>about the crosswalk and more generally about traffic safety around Telopea had been raised with the Education Directorate.</p> <p>Our budget is continuing to be on track for our income and expenditure. Our repairs and maintenance, furniture and equipment budgets are overspent due to furniture for the new portables and some minor works being paid for by the school and is being reimbursed by the Education Directorate.</p> <p>4.5 Moved: Joanna Shapley Sec: Olivia Stossich</p>	
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Meeting Finalisation (Action Items)

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Items carried over to next meeting

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Meeting Dates:

- 29 October
- 3 December

Board Chair: