



# Telopea Park School Board Meeting

## AGENDA and Minutes



<b>Date:</b>	17 March 2026	<b>Time:</b>	5.15 pm	<b>Chair:</b>	Stephen Bouwhuis	<b>Minutes:</b>	Scott
<b>Attending</b>	Michelle Morthorpe (Principal), Mhairi Henderson (Teacher's Rep), Olivia Stossich (Australian Government Rep), Stephen Bouwhuis (Parent Rep – A/g Chair), Scott Walker (Secretariat)			<b>Apologies:</b>	Paul De Fombelle (Parent Rep   Chair), Sarah Moncuquet (Teacher's Rep), Florence Llopis (Proviseure), Stephanie Ane (Parent Rep), Francesco Colonna-Romano (French Gov Rep), Abigail York (Student Rep   Deputy Chair), Paloma Garcia-Baquero Moman (Student Rep)		

### 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 (noting earlier start to allow for update from guest)
- 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 members
  - o Board chair and Principal will determine the agenda
  - o Input to the minutes
    - Email suggestions
    - Comes to the meeting for discussion
    - Voted and then approved with amendments

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- Voting – can either all vote (hands up) or can call for any opposition – if not then it is taken as passed
- Act as a team – and focus on strategic priorities

Agenda and Minutes				
Acknowledgement of country				
Item and Description	Who	Time	Minutes	Action / Outcome
<p><b>1. Meeting opening</b></p> <p>1.1 Acknowledgement of country</p> <p>1.2 Apologies</p> <p>1.3 Disclosure of Interests</p> <p>1.4 Minutes of previous meeting (actions outstanding)</p>	Chair	10 mins	Revision of 2 December Minutes – completed (see attached). Amend Feb minutes to read board agreed to amend minutes 2 December	
<p><b>2. General Business</b></p> <p>Modernisation Project – board support discussion</p>	Stephen	5 mins	<p>Please see attached paper “Telopea Board Meeting paper MPA”</p> <p>Noted that the concerns expressed by a limited number of individuals appear to concern the number of parks proposed (rather than the building).</p>	

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			<p>Proposed to submit a board response to provide support for the project to balance out any negative feedback related to parking from the community. <b>Passed.</b>                  Stephen to draft a letter from the board supporting the project, ask board members to review and endorse by Friday 27/3/26.</p> <p>Discussion of a P &amp; C submission for the project as well.</p>
<p>Update on continuing items:</p> <ul style="list-style-type: none"> <li>• Legal advice</li> </ul>	Michelle		Work is continuing in this area
<ul style="list-style-type: none"> <li>• <b>Correspondence</b> <ul style="list-style-type: none"> <li>○ In</li> <li>○ Out</li> </ul> </li> </ul>		5 mins	<p>New board members elected but results remain confidential until Directorate approve letter of appointment</p> <p>Record thanks to our departing board members:</p> <ul style="list-style-type: none"> <li>• Paul De Fombelle as Chair</li> <li>• Abigail York and Paloma Garcia-Baquero Moman</li> <li>• Olivia Stossich</li> </ul>
<p><b>Reports (5 minutes per report)</b></p> <p>4.1 SRC report</p> <p>4.2 Principal's report</p> <p>4.3 Provisseure's report</p> <p>4.4 P&amp;C report</p> <p>4.5 Staff report</p>	<p>Chair</p> <p>Michelle</p> <p>Florence</p> <p>Stephen</p> <p>Mhairi &amp; Sarah</p>	25 mins	<p>Accepted</p> <p>Michelle spoke to report tabled at meeting.</p> <p>Young Ambassadors Event was very successful with a lot of work put in from Camille, Martin and Priscilla. It was a privilege to host the event in Australia as it is usually in Asian countries and was a good opportunity to showcase Canberra and Telopea Park School.</p> <p>Audit close to completion and AGM dates will be advertised shortly.</p>

4.5 Finance report	Scott	<p>Mhairi spoke to the report previously circulated with minutes</p> <p>Scott spoke to report noting this early in the year the proportion of expenditure will be low. Discussion with trust funds that we target expenditure on specific projects and communicate with parents to encourage more donations in the trusts. Reserves expenditure planned for accessible toilet in Francophonie and painting work later in the year. Also looking at unexpected maintenance in playground for soft fall</p>	
Meeting finalisation (Action Items)			
<ul style="list-style-type: none"> <li>• Support letter for Major Plan Amendment for Montgomery Oval from board to be drafted, distributed to board members and if endorsed signed by Chair.</li> <li>• Letter of thanks to be drafted and sent to Abigail and Paloma for their time on the Board.</li> <li>• Amend Feb minutes to read board agreed to amend minutes 2 December</li> </ul>			
Items carried over to next meeting			
<ul style="list-style-type: none"> <li>•</li> </ul>			
Meeting Dates:			
<p>2026 Meeting dates:</p> <p>17 February – Week 3 (2025)</p> <p>17 March – Week 7 (2025)</p> <p>28 April - Week 2 (2026)</p> <p>2 June – Week 7</p> <p>4 August – Week 3</p> <p>1 September – Week 7</p> <p>27 October – Week 3</p> <p>24 November – Week 7</p>			