



# Teloopa Park School Board Meeting

## AGENDA and Minutes



<b>Date:</b>	2 December 2025	<b>Time:</b>	5.15 pm	<b>Chair:</b>	Paul De Fombelle	<b>Minutes:</b>	Scott
<b>Attending</b>	Paul De Fombelle (Parent Rep   Chair), Abigail York (Student Rep   Deputy Chair), Francesco Colonna-Romano (French Gov Rep), Michelle Morthorpe (Principal), Mhairi Henderson (Teacher's Rep), Sarah Moncuquet (Teacher's Rep), Cymantha Cantrill (Deputy Principal/MYP Coordinator) Olivia Stossich (Australian Government Rep), Stephen Bouwhuis (Parent Rep), Stephanie Ane (Parent Rep), Paloma Garcia-Baquero Moman (Student Rep), Florence Llopis (Provisseure), Francesco Colonna-Romano ( French Gov Rep), Scott Walker (Secretariat)			<b>Apologies:</b>	Stephanie Ane, Florence Llopis, Abigail York currently returning from excursion and may join late, Mhairi Henderson		

### 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
- 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>	<p>Chair</p> <p>Given by Michelle</p>	<p>10 mins</p>	<p>None</p> <p>Minutes from 28 October accepted</p> <p>Alumni proposal</p>	<p>Meeting start 5:20 pm</p>
<p><b>2. General Business</b></p> <p>2.1 Expansion Project presentation</p>	<p>External team</p>	<p>30 mins</p>	<p>Members of infrastructure Canberra and Hayball presenting development aim and plans.</p> <p>\$50 million expansion development for 150 more student places.</p> <p>Multi stage – phase 1 building 2 storey multipurpose hall and double gymnasium on oval, phase 2 demolish existing gym and drama/music units to build 3 storey learning building.</p> <p>Paul raised question in relation to plans for students having to cross the road. Consultation has occurred with traffic management, school community, Roads ACT and transport</p>	

2.2 Board membership 2026	Scott	5 mins	<p>coordination to understand what changes they would be willing to accept. Remains unresolved at this time.</p> <p>Ideal timeline - Lodgement of sketch plan December 2025 with an outcome expected July 2026 (noting it may take longer). Procurement contractor September 2026, stage 1 construction March 2028, stage 2 construction 2029 with final completion July 2029.</p> <p>Noted that two board members terms are at their end of term – Paul and Sarah. Sarah is because she was backfilling Stacey. Communication will be sent to the school community advising the vacancies and asking they consider nominating in Term 1 2026. A further 3 board members appointed by the Commonwealth and French Government (Olivia and Francesco) are also ending their terms on 31 March 2026. These members will be advised by the Governance Department of the Education Directorate. The current board members are able to nominate again for another term.</p>	
<p>Update on continuing items:</p> <ul style="list-style-type: none"> <li>• Legal advice</li> </ul>	Michelle		<p>Work is happening, waiting for advice for some questions Hope to have responses next year. Francesco raised the initial question may have been poorly framed. Expected the response will not be to each question and rather a guidance on the general theme of the questions asked.</p>	
<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>1 received for Paul as Chair – expert panel reviewing school funding and Chairs of Boards are invited to be part of the consultation. Michelle will forward to the Board Chair who will determine to share the communication with the rest of the board or advise on action.</p>	
<p><b>Reports (5 minutes per report)</b></p> <p>4.1 SRC report</p>	<p>Chair</p> <p>Paloma &amp; Abigail (Michelle spoke to this item)</p>	25 mins	<p>Our student reps are both Year 10, today they went to Jamberoo for their end of year excursion. They have a concert this Friday. Next Tuesday our Year 10 students</p>	

4.2 Principal's report	Michelle		graduate with their formal next Tuesday night at the Arboretum.  Michelle spoke to the staffing profile for 2026 and the work undertaken in consultation with the Education Directorate. Noting the deficit outcome currently, we do have grants and funding from Narrabundah to be accounted for which brings the percentage over-spend to a more reasonable level given our deliberate choices to effectively assign staffing for a high level of service to our students. The Education Directorate have committed to the same level of funding for 2026.	
4.3 Provisure's report	Florence (Michelle spoke to this item)		Acknowledge the sustainability programs undertaken by Aurore and her team, and Telopea is now a 2-star accredited school in ACT sustainability program. We are now focused on biodiversity to move to 3 stars. Vietnam swimming event is occurring in December 2025 with a mix of French and English stream students. Youth Ambassador conference planning for March 2026 is underway and the team are doing a lot of good work with this project. We hosted the AEFEBs congress last week with some international representation. Francesco offered thanks to the team who supported the event and helped make it a success. It has set a high standard for future events. It is a good opportunity for professional development for teachers.	
4.4 P&C report	Stephen (Michelle spoke to this item)		An on-line P & C meeting is scheduled for 17 December. A lot of work on OSHC consultation with more parent representation including an OSHC sub-committee. Working with sub-committee for sunsmart policy.	
4.5 Staff report	Mhairi & Sarah		Report tabled. Sarah spoke to report.	Report accepted
4.5 Finance report			Distributed with minutes and accepted. 2026 Budget accepted in previous minutes (27 November). These minutes will be distributed with these minutes for the next meeting.	Michelle moved that the November Financial report be accepted. Seconded Sarah

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Items carried over to next meeting

- Meeting closed 6:50 pm

Meeting Dates:

2026 Meeting dates:

17 February – Week 3 (2025)

17 March – Week 7 (2025) – new Board members attending as observers

28 April - Week 2 (2026) – new Board members

2 June – Week 7

4 August – Week 3

1 September – Week 7

27 October – Week 3

24 November – Week 7