



Teloepa Park School Board Meeting

AGENDA and Minutes



Date:	27 November 2025	Time:	4.00pm – start 4:10 once Stephanie arrived. Quorum achieved.	Chair:	Paul De Fombelle	Minutes:	Scott
Attending	Michelle Morthorpe (Principal), Mhairi Henderson (Teacher's Rep), Stephanie Ane (Parent Rep), Scott Walker (Secretariat)			Apologies:	Paul De Fombelle (Parent Rep Chair), Abigail York (Student Rep Deputy Chair), Francesco Colonna-Romano (French Gov Rep), Sarah Moncuquet (Teacher's Rep), Cymantha Cantrill (Deputy Principal/MYP Coordinator) Olivia Stossich (Australian Government Rep), Stephen Bouwhuis (Parent Rep), Paloma Garcia-Baquero Moman (Student Rep), Florence Llopis (Provisseure), Francesco Colonna-Romano (French Gov Rep), Stephanie advised will be 10 minutes late, Mhairi notes can only stay for 20 minutes		

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 different times for this extraordinary meeting)
- 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

- Suggestions for agenda items will be called from members
- Board chair and Principal will determine the agenda
- 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
1. Meeting opening 1.1 Acknowledgement of country 1.2 Apologies 1.3 Disclosure of Interests	Chair Mhairi As detailed	10 mins		No disclosures noted
2. General Business 2.1 Budget 2026	Michelle	20 mins	Projecting a deficit budget due to caution on income for 2026 but being generous for expenditure for items such as maintenance and assets. Large amount in accumulated funds, at school level we aim for balanced budget so current students benefit from current funds. Reduced accumulated	Michelle move the 2026 Budget is accepted. Mhairi second. All in agreeance.

			funds by placing some funds into reserves for identified projects, but lower amount currently until a greater understanding of future projects is known.	
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Meeting finalisation (Action Items)

- These minutes to be sent for meeting next week.

Items carried over to next meeting

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Meeting Dates:

2025 Meeting dates:

2 December 2025