



Teloopa Park School Board Meeting

AGENDA and Minutes



Date:	28 October 2025	Time:	5.00pm	Chair:	Paul De Fombelle	Minutes:	Scott
Attending	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), Emma Mahon (Secretariat)			Apologies:	Cymantha Cantrill (Deputy Principal/MYP Coordinator), Emma Mahon, Florence Llopis (Provisseure), Francesco Colonna-Romano (French Gov 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
- 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

Meeting start 5 pm – school expansion project update from Michelle. Note it is high school expansion. There will be flow on effect for primary but only after new building is occupied. Expansion adds 8 – 10 classrooms to high school. Need to reinstate some heritage features such as removing demountable buildings.

Meeting proper start 5:40 pm

Acknowledgement of country

Item and Description	Who	Time	Minutes	Action / Outcome
<p>1. Meeting opening</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>Paloma</p>	10 mins	<p>Given</p> <p>As noted</p> <p>Nil</p> <p>Facilities update – Business Manager detailed maintenance undertaken in break. Maintenance plan and review in progress for 2026 budget planning and beyond.</p> <p>Alumni proposal - – time restraints means this has not been chased, but no response to initial requests</p>	
<p>2. General Business</p> <p>2.1 Funding review 2026</p>	Michelle	20 mins	<p>Minister announced no staff would lose their positions. Staff profile remains same as current, improves outlook for 2026.</p> <p>Paul reported his session was vague and similar to what Michelle had outlined.</p>	

2.2 Budget planning 2026	Scott		<p>Outlined consultation, planning and bidding process for 2026 budget and setting future plans. Intend to build reserves that can be used for strategic objectives for the future. Board needs to approve the 2026 budget by November 30th. Budget will be finalised in next few weeks as meetings are completed. Leadership will make final decisions on budget and final budget to be circulated to board for consideration. Either have in drop in sessions or call on-line extraordinary meeting to raise any questions and accept the budget for 2026.</p>	
<p>Update on continuing items:</p> <ul style="list-style-type: none"> • Expansion Project • Legal advice 	<p>Michelle/Guest Michelle</p>	20 mins	<p>Paul – any news on legal advice? No. Stephen – aware of questions asked? Unsure we have a final draft. Relating to governance arrangement with French agreement in ACT Education Directorate model. Michelle has been progressing and advocating for Telopea.</p>	
<ul style="list-style-type: none"> • Correspondence <ul style="list-style-type: none"> ○ In ○ Out 		5 mins		
<p>Reports (5 minutes per report)</p> <p>4.1 SRC report</p> <p>4.2 Principal's report</p>	<p>Chair</p> <p>Paloma & Abigail</p> <p>Michelle</p>	25 mins	<p>Noted interest in the swimming competition. In busiest period of year for Year 10, creating stress in the cohort. Year 10 are moving into community project work towards their out-going events. Other year groups also working on community projects, for example year 8 colour dye run. Interested in how these projects can introduce fun to the community to support wellbeing, Perhaps also consider structural way of how we assess to improve wellbeing.</p>	

4.3 Provisoire's report	Florence	Florence is supervising Year 10. Busy in the planning of conference happening and hosted by Canberra in a few weeks (19 – 21 November). Expecting approximately 50 delegates attending. Paul – any issues with some schools being private and others public? Some public schools have French stream as private fee paying attendance. While in some states only private schools can offer IB, we can still have meaningful conversations sharing knowledge and discussing common issues. Telopea is a unique school.	
4.4 P&C report	Stephen	Consultation on OSHC – should it be run by a private provider? Challenges being managed by parents on their weekends. Challenge managing the program when they are also a customer could create a conflict of interest. Other providers around who would be interested? There are a few in Canberra. Could still be that existing staff continue to be employed with a private provider. If P & C consultation is they don't continue to manage it, it would become a government run program. Running even currently.	
4.5 Staff report	Mhairi & Sarah	Camp was fully funded by Birragai which was enjoyed by students. Report distributed and spoken to by Mhairi and Sarah. Market Day was very successful and has fully funded the Year 6 end of school celebrations. We have recently undertaken a procurement to lock in a provider for Year 7 camp for next 3 years.	
4.6 Finance report	Scott	Previously circulated – no questions. Michelle moved to accept Finance report Abigail Seconded	Accepted

Meeting finalisation (Action Items)

- Budget to be circulated to board (Scott)
- Meeting closed 6:33 pm

Items carried over to next meeting

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Meeting Dates:

2025 Meeting dates:

2 December 2025