

NARRABUNDAH COLLEGE BOARD MINUTES

Date: 13 May 2026
Time: 4:15–5:30
Board Chair: Lachlan Li
Minute Taker: Haley Keogh

AGENDA	TOPIC/SPEAKER	OUTCOME/ACTION	RESPONSIBILITY
○ Acknowledgement of Country	Megan	<i>We wish to acknowledge the Ngunnawal people as traditional custodians of the land we are meeting on and recognise any other people or families with connection to the lands of the ACT and region. We wish to acknowledge and respect their continuing culture and the contribution they make to the life of this city and this region. We would also like to acknowledge and welcome other Aboriginal and Torres Strait Islander people who may be attending today's event.</i>	
○ People Attending		Megan Altenburg, Drew Baker, Lachlan Li, Meredith McIntyre, Julie Bauer, Haley Keogh, Shaheem Shaqeeq, Lachlan Phillips, Jacob Thornton	
○ Apologies		Jenny Street, Nina Amini	
○ Declaration of Conflict of Interest		Nil	
○ Minutes of Previous Meeting		Moved by: Drew Baker Seconded by: Julie Bauer	Lachlan Li
○ Matters Arising & Actions		No re-elect due to chair absence, will move to next meeting agenda	
○ Correspondence		No Correspondence	
○ Reports	Principal	General discussion/questions arising from all reports. Discussed how new building site walk through went, Julie had questions regarding chemical showers for all science area's, are they showers or handheld showerheads? Megan thinks they are showerheads – if they do not meet IB requirements will need to look at a retrofit April Month End reports approval and sign off	Megan

		<p>Principal's report taken as read. Information night was positive, student leaders did an excellent job with their presentations.</p> <p>Industrial Action begins 14 May, official stop work is scheduled for 22 May. Still waiting for advice for communication to the school community for Friday strike action pending – most likely no classes running until 11am, students can come to the college library for minimal supervision by non-union staff.</p> <p>Professional learning upcoming – 9 staff members attending IB PL this weekend. Admin staff have asked for PL on Microsoft tools, Leadership teamwork training coming in term 3.</p> <p>Budget 2026 adjustment / Cash Management Plan</p> <p>Staffing expenditure - \$400k plus. Due to Directorate decisions the \$400k is not needed, a re-do of the budget is needed regarding these funds. Excess funds have been saved in the past due to the promise of new buildings according to past reports. Cash management plan to be revisited regarding facilities, re vamp, repair and maintain existing bathrooms etc. Discussion regarding the repurpose of Village science classrooms once the move to the new DATS building occurs, Megan is waiting for advice from the Directorate.</p> <p>Moved by: Lachlan Phillips Seconded by: Jabon Thornton</p>	
	Business Manager	NIL	
	Finance	<p>Report taken as read – Lachlan P asked for clarification on the subject contribution and parent portal payments is the parent portal payments reducing how many come in. Facility hire – how does it work, an option we are offering to the community, is it worthwhile to our school community and viable, yes if interest exists Megan suggested a reminder email to families for vol cons.</p>	
	Student	Report taken as read	Lachlan

	Teacher	Report taken as read Julie added – Timetabling and Pedagogy PLCs are underway	Jacob/Julie
	Board/P&C	P&C - has convened 2nd AGM no further communication as yet, next meeting booked for this evening. Board – Welcome Saheem – wants to be a positive voice for the Year 11 cohort.	Megan/Shiheem
Date of Next Meeting		24 June 2026	