

# Te Kura Tuarua o Te Kauaeranga Thames High School

Kia kōtahi ai te piki ake, kia ikeike rawa ki te taumata

We grow together to achieve one's true potential.



## Agenda Board Induction | Special Meeting

**Date:** Wednesday 15 October 2025      **Time:** 5.00 pm

**Venue:** Staffroom  
Te Kura Tuarua o Te Kauaeranga | Thames High School

**Presiding Member:** TBC

**Quorum:**  Confirmed       Not Confirmed

**1. Mihi whakatau / Welcome and Karakia / Nibbles & Refreshments (15 minutes)**  
Introduction/whakawhanaungatanga  
Led by: Brendon Wilkinson

**2. Board Induction (45 minutes)**

Item	Led by	Time
<b>2.1 Handover between outgoing and incoming board members</b>	Board	5 minutes
<b>2.2 Brief introduction to the role of the board</b> - <a href="#">NZSBA Role of the Board</a>	NZSBA Advisor - Cheryl Bunker	10 minutes
<b>2.3 Board Induction Process</b> - <a href="#">Board Induction Process - full pack</a>	Board	30 minutes

**3. Administration (15 minutes)**

Strategic: [Governance](#) – Effective Stewardship

Item	Led by	Time
<b>3.1 Present and Apologies</b>  <b>Members:</b> Brendon Wilkinson (PM), Michael Hart (Principal), Cindy Dargaville, Siobhan Flanigan, Ngaio Hodson-Rapana, Lydia Lester, Wayne Whitney, Daniel Neufeld, Brooklyn Jiang  <b>Apologies:</b>  <b>Non Board Members:</b> Gareth Wright, Chris Ashforth, Sharyn Baker	Principal - M Hart	5 minutes
<b>3.2 Declaration of Interests</b>	Principal	
<b>3.3 Appointment of the presiding member</b> <ul style="list-style-type: none"> <li>o Call for nominations and vote if needed.</li> <li>o Board presiding member takes office until February 2027 (then annually)</li> </ul> <b>Proposed motion:</b> That the board appoints ..... as the Presiding Member (PM) for Thames High School Board for the 2025/2026 school year.	Principal - M Hart	10 minutes

#### 4. Co-opting Board Members (10 minutes)

Item	Led by	Time
<b>4.1 Discussion to co-op additional board members</b> <ul style="list-style-type: none"> <li>Ngāti Maru representation           <ul style="list-style-type: none"> <li>- <a href="#">Reference - Standing resolution (1 September 2022)</a></li> <li>- Reference - <a href="#">Board membership EATA 2020</a></li> </ul> </li> </ul>	Presiding Member	10 minutes

#### 5. Establish membership – Committees & Chair (20 minutes)

<b>5.1 Confirming membership and chair of the standing committees:</b> <ul style="list-style-type: none"> <li>Finance</li> <li>Property</li> <li>Discipline</li> <li>Personnel</li> </ul>	Presiding Member	20 minutes
<b>Proposed motion:</b> That the members of the <b>Finance Committee</b> for the 2025/2026 school year are ..... and ..... is appointed as Finance Chair.	Presiding Member	
<b>Proposed motion:</b> That the members of the <b>Property Committee</b> for the 2025/2026 school year are ..... and ..... is appointed as Property Chair.	Presiding Member	
<b>Proposed motion:</b> That the members of the <b>Discipline Committee</b> for the 2025/2026 school year are ..... and ..... is appointed as Discipline Chair.	Presiding Member	
<b>Proposed motion:</b> That the members of the <b>Personnel Committee</b> for the 2025/2026 school year are ..... and ..... is appointed as Finance Chair.	Presiding Member	
<b>Proposal</b> for a Strategic / Policy Committee to lead and review the Strategic Plan and policies. <ul style="list-style-type: none"> <li>- <a href="#">Strategic Plan 2026-2028 Review Proposal</a></li> <li>- <a href="#">2025 Thames High School Te Kura Tuarua o Te Kaueranga Survey</a></li> </ul>	Principal - M Hart	
<b>Proposed motion:</b> That the members of the <b>Strategic / Policy Committee</b> for the 2025/2026 school year are ..... and ..... is appointed as Strategic / Policy Chair.		

#### 6. Minutes of previous meeting (5 minutes)

Item	Led by	Time
<b>6.1 Confirmation of Minutes</b> Minutes of the full board meeting held on the 25 August 2025. <b>Proposed Motion:</b> That the <a href="#">Draft Minutes of Full Board meeting 25 August 2025</a> are accepted.	Presiding Member	5 minutes
<b>6.2 Matters Arising</b> Defer any matters arising to the board meeting scheduled for Tuesday 28 October 2025. . . .	Presiding Member	0 minutes

## 7. Public-Excluded / In-Committee Business (10 minutes, if required)

Item	Led by	Time
<p><b>7.1 Personnel / Student / Legal Matters</b></p> <p><b>Proposed Motion:</b> <i>That the Board go 'into committee' under section 48 of the Local Government Official Information and Meetings Act 1987</i></p> <p><b>Reason:</b> to discuss matters relating to staff members and students and matters of a commercially sensitive nature, this being necessary to protect the privacy of the individuals under Section 9 of the Official Information Act 1982.</p>	Presiding Member	10 inutes

**2 hours**

## 8. Closing and Karakia Whakamutunga (5 minutes)

**Next meeting: Tuesday 28 October 2025** (Mon 27 Oct – Labour Day)

**N.B** If the meeting time exceeds the 2 hours provided then there is provision for a motion to extend the meeting by up to 30 minutes. If this is not sufficient then items '*lie on the table*' until the next board meeting. There is provision to call a special meeting.

**Motion** (if required): "*That the meeting be extended by up to 30 minutes to allow for the completion of urgent business*".

If the motion is **not carried**, or if further time is needed beyond the extension:

- Remaining items are to **lie on the table** until the next scheduled board meeting.
- The Board may also **resolve to call a special meeting** if required.