



Te Kura Tuarua o Te Kauaeranga Thames High School Board – Agenda

Date: Monday 23 February 2026 **Time:** 5.30 pm

Venue: Te Puna o Te Piho Mata – Wharenui
Te Kura Tuarua o Te Kauaeranga | Thames High School

Presiding Member: Brendon Wilkinson

Quorum: Confirmed Not Confirmed

1. **Mihi whakatau / Welcome and Karakia** (5 minutes)
Introduction/whakawhanaugatanga
Led by: Presiding Member
2. **Administration** (5 minutes)
 - Strategic: [Governance](#) – Effective Stewardship
 - [NZSBA Board Primary Objectives](#)

Item	Led by	Time
2.1 Present and Apologies Members: Brendon Wilkinson (PM), Michael Hart (Principal), Cindy Dargaville, Alia Finn, Siobhan Flanigan, Ngaio Hodson-Rapana, Lydia Lester, Kathy Ngamane, Wayne Whitney, Daniel Neufeld, Brooklyn Jiang Apologies: Wayne Whitney Non-Board Members: Cheryl Bunker NZSBA, TCDC Community Board (x 4), Kathrine Guptill, Lisa Barnett, Michele Scoggins, John McKeowen	Presiding Member - B Wilkinson	5 minutes
2.2 Declaration of Interests	Presiding Member	
2.3 Confirmation of Minutes Proposed Motion: That the Minutes of the full Board meeting held on 1 December 2025 are approved.	Presiding Member	5 minutes
2.4 Matters Arising Any matters arising? - Refer to 3.5 Workplace Wellbeing proposal	Presiding Member	

3. Formal / Governance Focus (70 minutes)

Item	Led by	Time
3.1 Youth Leadership Partnership (Thames Community Board – TCDC) Topic: Discussion of a \$60,000 youth development proposal. Overview: Following a recent consultation with the Thames Community Board, a proposal has emerged to fund specialised governance and leadership training for our senior students. Key Points: <ul style="list-style-type: none"> - Investment: An indicative budget of \$60,000 provided by the Community Board. - Focus: Professional-level training in civic leadership and strategic governance. - Objective: To discuss the school's interest in this partnership and the next steps for formalising the programme. Recommendation: That the Board discusses the alignment of this initiative with our current leadership curriculum and authorizes further planning with the Community Board.	Presiding Member/ Thames Community Board - TCDC	10 minutes

<p>3.2 Appointment Board PM / DPM / Committees</p> <ul style="list-style-type: none"> o (First meeting of year, unless it's an election year.) o Call for nominations and vote if needed. o Board presiding member takes office for a year. <p><u>Role of the Presiding Member</u></p> <p>Proposed motion: That the board appoints as Presiding Member (PM) for Thames High School Board for the 2026 school year.</p> <ul style="list-style-type: none"> o Deputy Presiding Member. Nominations / appointment of Deputy Presiding Member for 2026. The DPM acts in the absence of the PM in the first instance. <p>Proposed motion: That the board appoints as the Deputy Presiding Member (DPM) for Thames High School Board for the 2026 school year.</p> <ul style="list-style-type: none"> o Committees – Membership & Chair Appointments Confirming membership and chair of the standing committees (Personnel and Discipline committees are formed as needed) <ul style="list-style-type: none"> o Property o Finance <p>Proposed motion: That the members of the Finance Committee for the 2026 school year are and is appointed as Chair.</p> <p>Proposed motion: That the members of the Property Committee for the 2026 school year are and is appointed as Chair.</p> <p><i>Discussion - other roles?</i></p> <ul style="list-style-type: none"> o EOTC Board Liaison o Community engagement? Role to liaise with Whānau and Friends o TAMSO – purpose, frequency, and coordination <p>Reference:</p> <ul style="list-style-type: none"> o Governance Board Meeting Policy (includes structure, roles, and procedural rules) o Governance Board Roles and Responsibilities Policy (incl. committees, roles) o Terms of Reference - Property Committee o Terms of Reference - Finance Committee o Terms of Reference - Personnel Committee o Terms of Reference - Discipline Committee o Role Description - Principal Tumuaki <p>Delegations (best practice to review annually)</p> <ul style="list-style-type: none"> o Delegations (role) of the presiding member o Schedule of Delegations 2026 <ul style="list-style-type: none"> o Including memorandum of delegations, Acting Principal (in absence of principal) o Included: Financial Authorities Delegation o Authority Delegation of principal for school closure o Confirmation of delegations within terms of reference. <p>Proposed motion: That the delegated authorities, as tabled, are approved for 2026.</p> <p>Legislative compliance</p> <ul style="list-style-type: none"> o Legislative Compliance - School Board Audit Requirements o Code of Conduct for State School Board Members <p>Proposed motion: That the Board acknowledges and reaffirms its commitment and responsibilities outlined in the School Board Audit Requirements and Board Code of Conduct. authorities, as tabled, are approved for 2026.</p> <p>Board Meeting dates - Setting dates for 2026 – proposal</p> <p>Proposed motion: That the board ratifies the 2026 meeting dates as noted.</p> <p>Work Plan</p> <ul style="list-style-type: none"> o Changes to / Confirmation of Board Work Plan Draft 2026 THS Board Work Plan <p>Proposed motion: That the Draft 2026 THS Board Work Plan is approved (with any changes noted)</p>	<p>Principal - M Hart</p> <p>Presiding Member</p> <p>Presiding Member</p>	<p>3 minutes</p> <p>2 minutes</p> <p>10 minutes</p>
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<p>3.7 Property</p> <p>The Property Committee meeting scheduled for Monday 16 February 2026 has been rescheduled to Monday 2 March 2026.</p> <p>3.7.1 Lift - MOE G Gaudin dated 17 Feb 26 - (pending quote)</p> <p>3.7.2 Heating - Pre Service Report Feb 2026</p> <p>3.7.3 10YPP-5YA Amendment Application Form - THS / Procurement Plan THS Feb 2026</p> <p>Proposed motion: That the Board give pre-approval for the 5YA Amendments and Property Top Up expenditure.</p> <p>3.7.4 Inward Correspondence: SCO - Science Infrastructure and Safety Works dated 17 Feb.26</p>	Principal - M Hart	10 minutes
<p>3.8 Other Committee Reports</p> <p>3.8.1 Staff Health & Safety</p> <p>3.8.2 TAMSO</p>	H & S Liaison TAMSO Liaison	0 minutes
<p>3.9 EOTC / Overnight Trip: Approvals</p> <p>EOTC Trips</p> <p>Proposed motion: The Board gives initial approval for the overnight trip(s) with the understanding that the remaining steps for EOTC will be followed by delegating authority to the Board EOTC liaison to approve and report to the Board.</p> <p>Tabled: That the Board formally approves the proposal for the Thames High School Senior Mixed Touch Team international competition trip in 2025, noting the planning and process discussed at the 25 November 2024 meeting; and that the Board supported the continued work involved in finalising the itinerary and fundraising requirements.</p>	Board EOTC Liaison	5 minutes

4. Strategic Discussion and Decision-Making (20 minutes)

Strategic: Policy, Performance, Planning / Goals / Assurance

Item	Led by	Time
<p>4.1 Key Issue Exploration / Consultation (e.g. Initiatives, Curriculum Development, Property Planning, etc.)</p> <p>Refer to Principal's Report – AIP, AMP</p>	Principal	10 minutes
<p>4.2 Policy Review Schedule Term 4 2025 Policies for Review (closed 19 December 2025)</p> <p>USERNAME: thameshigh PASSWORD: sealey</p> <ul style="list-style-type: none"> • Bullying and Harassment • Behaviour Management • Searches, Surrender, and Retention of Property • Minimising Physical Restraint • Stand-down, Suspension, and Exclusion • Staff Wellbeing and Safety <p>Term 4 Assurances</p> <p>Proposed motion: That the Term 4 2025 Policies are ratified by the Board.</p> <p>Proposed motion: That the Board accepts the assurances for Term 4 2025. (with any amendments or actions that may be noted)</p>	Presiding Member	10 minutes

5. Board Process and Self-Review (10 minutes)

Strategic: Governance Capability / Continuous Improvement

Item	Led by	Time
<p>5.1 Self-Evaluation / Reflection</p> <p>A NZSBA (New Zealand School Boards' Association) meeting self-review is a process for a school board to evaluate its own performance.</p> <ul style="list-style-type: none"> • Action: NZSBA Board Meeting Self Evaluation (Google Form) 	Presiding Member	5 minutes

8. Closing and Karakia Whakamutunga (5 minutes)

Next meeting: **Monday 30 March 2026**

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.

REFERENCE																																				
<p>SCHEDULE OF FULL SCHOOL BOARD MEETINGS FOR 2026</p>	<p>Refer to proposals to consider dates for next year</p> <p>Setting dates for 2026 – proposal</p> <ul style="list-style-type: none"> • Monday 23 February • Monday 30 March (TBC) • Tuesday 28 April (Mon 27 Apr - ANZAC Day Observed) (TBC) • Mon 25 May (TBC) • Mon 29 June (TBC) • Mon 27 Jul (TBC) • Mon 31 Aug (TBC) • Tues 27 Oct (Mon 26 Oct – Labour Day) (TBC) • Mon 30 Nov (TBC) <p>Property committee hui on the previous Monday, except public and school holidays.</p>																																			
<p>TERM DATES 2026</p>	<p>Term 1 Monday 26 January to Thursday 2 April Term 2 Monday 20 April to Friday 3 July Term 3 Monday 20 July to Friday 25 September Term 4 Monday 12 October to Friday 11 December (no later than 18 Dec)</p>																																			
<p>KEY DATES for reference</p>	<p>See the school website for all dates (Subject to change)</p> <p>Key dates 2026 Dates are subject to change and will be advised.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Term 1: Monday 26 Jan to Thursday 2 April</p> </div> <table style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 15%;">Mon 23 Feb</td><td>Board hui 5.30 – 7.30 pm</td></tr> <tr><td>Mon 2 Mar</td><td>THS Swimming Carnival - Seniors</td></tr> <tr><td>Tues 3 Mar</td><td>Photolife Portrait Photos</td></tr> <tr><td>Wed 4 Mar</td><td>THS Swimming Carnival – Juniors</td></tr> <tr><td>Mon 9 Mar</td><td>THS Competitive Swimming (only top swimmers)</td></tr> <tr><td>Wed 11 Mar</td><td>TV Athletics (Only winners/top 3 from THS champs only)</td></tr> <tr><td>Mon 30 Mar</td><td>Board hui 5.30 – 7.30 pm</td></tr> <tr><td>Fri 13 Mar</td><td>TV Snr 3x3 Basketball (Only if THS team has competitive team)</td></tr> <tr><td>Tues 17 Mar</td><td>DIRECTION DAY (1 of 2) 3.30 – 6.00 pm</td></tr> <tr><td>Wed 18 Mar</td><td>WAI/BOP Athletics (only top 3 from TV Champs)</td></tr> <tr><td>Thu 19 Mar</td><td>DIRECTION DAY (2 of 2) 3.30 – 6.00 pm TV Swimming (Only winners/top 3 from THS champs only)</td></tr> <tr><td>Fri 20 Mar</td><td>TV Tennis (Only if playing Tennis outside of school.)</td></tr> <tr><td>Sat 21 Mar</td><td>Volleyball Secondary Schools League</td></tr> <tr><td>Mon 30 Mar</td><td>Board hui 5.30 – 7.30 pm (TBC)</td></tr> <tr><td>Thur 2 Apr</td><td>Last day of Term 1</td></tr> <tr><td>Fri 3 Apr</td><td>Good Friday (public holiday)</td></tr> <tr><td>Sat 4 Apr</td><td>School holidays begin (until Sun 19 Apr)</td></tr> </table>	Mon 23 Feb	Board hui 5.30 – 7.30 pm	Mon 2 Mar	THS Swimming Carnival - Seniors	Tues 3 Mar	Photolife Portrait Photos	Wed 4 Mar	THS Swimming Carnival – Juniors	Mon 9 Mar	THS Competitive Swimming (only top swimmers)	Wed 11 Mar	TV Athletics (Only winners/top 3 from THS champs only)	Mon 30 Mar	Board hui 5.30 – 7.30 pm	Fri 13 Mar	TV Snr 3x3 Basketball (Only if THS team has competitive team)	Tues 17 Mar	DIRECTION DAY (1 of 2) 3.30 – 6.00 pm	Wed 18 Mar	WAI/BOP Athletics (only top 3 from TV Champs)	Thu 19 Mar	DIRECTION DAY (2 of 2) 3.30 – 6.00 pm TV Swimming (Only winners/top 3 from THS champs only)	Fri 20 Mar	TV Tennis (Only if playing Tennis outside of school.)	Sat 21 Mar	Volleyball Secondary Schools League	Mon 30 Mar	Board hui 5.30 – 7.30 pm (TBC)	Thur 2 Apr	Last day of Term 1	Fri 3 Apr	Good Friday (public holiday)	Sat 4 Apr	School holidays begin (until Sun 19 Apr)	
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Tues 28 Apr Board Hui 5.30 – 7.30 pm (TBC)

Term 2: Monday 20 April to Friday 3 July

Mon 20 Apr First day of Term 2
Mon 27 Apr ANZAC Day Observed (public holiday)
Mon 28 Apr Board Hui 5.30 – 7.30 pm (TBC)
Wed 13 May TV Squash (Only if competitive outside of school.)
Fri 15 May TV Golf Round 1 (Top 3 only)
Mon 18 May - NZQA Common Assessment Activities (1)
Fri 22 May Literacy (Reading & Writing) and Numeracy
Wed 20 May THS Cross Country (sign up and winter sport teams)
Mon 25 May Board Hui 5.30 – 7.30 pm (TBC)
Thu 28 May THS Cross Country (saver day)
Fri 29 May Staff only day - Curriculum (1)
Mon 1 Jun **King's Birthday (Public Holiday)**
Wed 3 Jun TV Cross Country (Top 3-5 only)
Wed 10 Jun Wai / BOP Cross Country (Top 5 from TV)
Sat 20 Jun THS Senior Ball
Mon 29 Jun Board Hui 5.30 – 7.30 pm (TBC)
Thu 25 Jun Netball Boulton Cup
Fr 26 Jun TV Golf Round 2 (Top 3 only)
Thu 2 Jul TV Rippa Rugby (Only top team(s))
Fri 3 Jul Last day of Term 2
Sat 4 Jul School holidays begin (until Sun 19 Jul)
Thu 10 Jul Matariki (Public Holiday)

Term 3: Monday 20 July to Friday 25 September

Mon 20 Jul First day of Term 3
Mon 27 Jul Board Hui 5.30 – 7.30 pm (TBC)
Tue 28 Jul - THS Badminton Champs
Thu 30 Jul (lunchtimes)
Fri 31 Jul TV Golf Round 3 (Top 3 only)
Tue 4 Aug Te Aroha Sport Exchange (TAC hosting) - TBC
Fri 7 Aug TV Snr Badminton Champs (Top 2-3 only)
Mon 10 Aug TV Snr Badminton Champs (Top 2-3 only)
Fri 14 Aug V Golf Round 4 (Top 3 only)
Mon 17 Aug Careers Week - TBC
Fri 21 Aug Careers Roadshow Expo - TBC
Wed 19 Aug TV Football – girls (1st XI)
Thu 20 Aug TV Football - boys (1st XI)
Mon 31 Aug Board Hui (TBC)
Mon 31 Aug - Winter Sport Tournament
Fri 4 Sept (Teams TBC)
Mon 7 Sep - THS Senior Examinations
Fri 11 Sep (Days / Schedule TBC)
Mon 14 Sep - NZQA Common Assessment Activities (2)
Fri 18 /Sep Literacy (Reading & Writing) and Numeracy
Wed 23 Sept TV Snr Volleyball (Only competition team)
Fri 25 Sep Last day of term 3
Sat 26 Sep School holidays begin (until 11 Oct)

Term 4: Monday 12 October to Friday 11 December	
Mon 12 Oct	First day of Term 4
Fri 23 Oct	TV Girls Golf - 7 holes (only those that play for club)
Mon 26 Oct	Labour Day (Public Holiday)
Tue 27 Oct	Board Hui 5.30 – 7.30 pm (TBC)
Wed 4 Nov	Senior Prize Giving
Thu 5 Nov	TV Jnr 3 x 3 Basketball (Only if THS team is registered)
Thu 10 Nov	NCEA and Scholarship Exams start
Wed 11 Nov	TV Jnr Volleyball (Only competition team)
Fri 13 Nov	Staff only day - Curriculum (2)
Fri 20 Nov	TV Ultimate Frisbee (Only competition team)
Wed 25 Nov	Year 8 Orientation Day
Mon 30 Nov	Board Hui 5.30 – 7.30 pm (TBC)
Fri 4 Dec	NCEA and Scholarship Exams last day
Tue 8 Dec	Junior Prize Giving
Wed 9 Dec -	End-of-year activities
Fri 11 Dec	
Fri 11 Dec	Last day of Term 4 - Staff only day
Sat 12 Dec	School holidays begin (until Jan 2027)

Action List: from previous meeting/s held		
Item due for action	Who	Status e.g. Completed, In progress, etc.
Letters of thanks for department reports and department contributions - sent on behalf of the Board: - Social Sciences Biennial Report - Sports Report - International Report	Board Secretary	Completed
Follow up with Business Manager on an allowance for replacement of plants and related maintenance within the property and R&M (Repairs & Maintenance) budget.	Principal	Completed – allowance confirmed, refer to budget.
Full proposal from A. Finn (including provider details, cost, and reporting format) to be tabled at the February 2026 board meeting.	A Finn	Completed
Board email address board@thameshigh.school.nz be disestablished and removed from the Board Induction pack.	Board Secretary	Completed