

Thames High School

Te Kura Tuarua o Te Kauaeranga



Kia kōtahi ai te piki ake, kia ikeike rawa ki te taumata / We grow together to achieve one's true potential.

Our Mission: *Kia mahara o neherā; Kia Waihangā āiane; Hei aratakina ā mua.
To acknowledge our past; To inspire our present; To transform our future world.*

Agenda - School Board Meeting Monday 24 February 2025 at 5:30 pm

Held in: *Te Puna o Te Pito Mata* - Wharenui at Thames High School

	5.30 pm	<u>Karakia timatanga (to open)</u> and Waiata - Whakataka Te Hau <u>Music Lyrics</u>	
1	Naumai haere mai / Welcome	<ul style="list-style-type: none"> • Apologies • Declarations of Interest • Confirmation of Agenda • Speaking Rights of Non-Board members attending (if any) 	B Wilkinson
2	BOARD PROCESS (30 MINUTES)	<ul style="list-style-type: none"> ○ Presiding Member - As this is an election year the presiding member from 2024 continues. ○ Deputy Presiding Member. Nominations / appointment of Deputy Presiding Member for the 2025. The DPM acts in the absence of the PM in the first instance. Proposed motion: That the board appoints as the Deputy Presiding Member (DPM) for Thames High School Board for the 2025 school year. ○ 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"> ○ Property ○ Finance Proposed motion: That the members of the Finance Committee for the 2025 school year are and the..... is appointed as Chair. Proposed motion: That the members of the Property Committee for the 2025 school year are and the..... is appointed as Chair. <i>Discussion - other roles?</i> <ul style="list-style-type: none"> ○ Community engagement? Role to liaise with Whānau and Friends ○ TAMSO – purpose, frequency, and coordination <p>Reference:</p> <ul style="list-style-type: none"> ○ Governance - Board Meeting Policy (includes structure, roles, and procedural rules) ○ Governance - Board Responsibilities Policy (incl. committees, roles) ○ Terms of Reference - Property Committee 	B Wilkinson



5	SELF / STRATEGIC PLAN REVIEW (10-15 MINUTES)	2024 - 2025 Strategic Plan (one page) Board Recommendations/Suggestions 2025 Annual Implementation Plan <ul style="list-style-type: none"> • Areas for highlighting or expansion by the principal • Any questions? Proposed motion: That the AIP 2025 is accepted, with changes / suggestions note.	M Hart
6	BOARD COMMITTEE REPORTS / PROCESS (15-20 MINUTES) Health and Safe	FINANCE Minutes of Finance Committee meeting held on the 25 November 2024 (attached and taken as read) Proposed Motion: That the minutes of the Finance Committee meeting held on the 25 November 2024 are approved. Verbal update about Finance Committee held 26 February 2024 and Any business that has arisen: Proposed Motion: That the board accepts the recommendation from the Finance Committee that the November 2024 paid December 2024, December 2024 paid January 2025, and January 2025 accounts for payment paid February 2025 are approved. Proposed Motion: That the board accepts the recommendation from the Finance Committee that the carryover of unspent funds for the purpose of the principals coaching, which had been allocated as per the agreement for which these funds were intended. The amount to be carried over is \$2,900. This will be included in the 2025 Budget. Budget 2025 - Further queries / input?	B Wilkinson
		PROPERTY Minutes of the Property Committee meeting held on the 17 February 2025 (attached and taken as read) Including Property Report by Business Manager Proposed Motion: That the minutes of the Property Committee held on the 17 February 2025 are approved. Proposed Motion: That the board accepts the recommendation from the Property Committee that they accept the bookings for the hire of facilities for: - Danby Field "Extraganza Fair" – 7-10 March 2025 - THS Hall "Sikh Pray" day – 18 March 2025	J McKeowen
		HEALTH & SAFETY (Board rep reports) <ul style="list-style-type: none"> • Next H&S Committee meeting yet to be scheduled. • Any matters of which to be aware? 	K Curnow
		PERSONNEL Need to form a personnel committee for appointment process (DP / Tumuaki Tuarua) <ul style="list-style-type: none"> • Timeline Deputy principal Option 1 & 2 • Student Panel visit process (hard copy to be provided) Proposed motion: That the members of the Personnel Committee are	M Hart

		COMMUNITY – included in board process	?
		DISCIPLINE – N/A	?
7	SELF EVALUATION (15 MINUTES) <ul style="list-style-type: none"> POLICY REVIEW ASSURANCE SCHEDULE 	<u>Policies and Assurances Term 4, 2024</u> are ratified -(School Docs Policy Reviews closed 13 December 2024) <ul style="list-style-type: none"> Finance & Asset Management Managing Income & Expenditure Financial Conflicts of Interest Student Donations & Student Activity Payments / Attendance Dues & Other Income Expenditure Asset Management & Protection Property Planning & Maintenance Prevention of Bribery, Corruption, Fraud & Theft <p>Proposed Motion: That the Term 4 2024 updated policies from School Docs are ratified by the Board.</p> <u>Policies and Assurances Term 1, 2025</u> -(School Docs Policy Reviews close 12 April 2024)	T Reed / B Wilkinson
8	Education Outside The Classroom (EOTC) High Risk & Overnight Trips	Overnight and High Risk Trip/s for ratification: EOTC trips (overnight or higher risk) for approval Proposed motion: The board gives initial approval for the overnight trip(s) with the understanding that the remaining steps for EOTC will be followed	W Whitney
9	OPEN FORUM / AOB (5-15 MINUTES)	Quick check in Items raised by members <ul style="list-style-type: none"> Toilets that are currently closed Feedback on School lunches A Review of the exit interview policy/procedure Do senior students have rights to leave school at lunch time? 2025 budget – refer Finance Committee Update on the cleaners/property staff (Matters Arising, IN-COMMITTEE) 	B Wilkinson
10	CORRESPONDENCE (5 MINUTES)	INWARD / OUTWARD INWARDS: - Thames Bridge Club - dated 21 Jan 2025 - KET resignation letter dated 10 Feb 2025 Proposed motion: That the inward correspondence is accepted. OUTWARDS: - KET acceptance of resignation dated 12 Feb 2025 Proposed motion: That the outward correspondence is approved.	T Reed
11	IN-COMMITTEE (5 – 15 MINUTES)	That the board move into In-committee under Section 48 of the Local Government Official Information Act to discuss confidential matters. <ul style="list-style-type: none"> Matters arising New items? 	B Wilkinson

REFERENCE		
SCHEDULE OF FULL SCHOOL BOARD MEETINGS FOR 2025	<ul style="list-style-type: none"> ● Monday 24 February ● Monday 31 March ● Monday 26 May ● Monday 23 June ● Monday 28 July ● Monday 25 August ● Tuesday 28 October (Mon 27 Oct – Labour Day) ● Monday 24 November ● <p>Property committee hui on the previous Monday, except public and school holidays.</p>	
TERM DATES 2025	<p>Term 1 Friday 31 January to Friday 11 April</p> <p>Term 2 Monday 28 April to Friday 27 June</p> <p>Term 3 Monday 14 July to Friday 19 September</p> <p>Term 4 Monday 6 October to Friday 19 December (no later)</p>	
KEY DATES for reference	<p>See the school website for all dates (Subject to change)</p> <p>Key dates 2025</p> <p><i>Dates are subject to change and will be advised.</i></p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 10px;">Term 1: Friday 31 Jan to Fri 11 April</div> <p>Mon 24 Feb Board hui 5.30 – 7.30 pm Wed 26 Feb House Activities Day (athletics) Mon 17 Mar TAMSO 6.30 – 8.00 pm Mon 31 Mar Board hui 5.30 – 7.30 pm Fri 11 Apr Last day of Term 1 Sat 12 Apr School holidays begin (until Mon 28 Apr)</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 10px;">Term 2: Monday 28 Apr to Friday 27 Jun</div> <p>Mon 28 Apr First day of Term 2 Mon 12 May TAMSO 6.30 – 8.00 pm Mon 26 May Board hui 5.30 – 7.30 pm Mon 2 Jun King's Birthday Fri 20 Jun Matariki Mon 23 Jun Board hui 5.30 – 7.30 pm Fri 27 Jun Last day of Term 2 Sat 28 Jun School holidays begin (until 13 Jul)</p> <div style="border: 1px solid black; padding: 2px;">Term 3: Monday 14 Jul to Friday 19 Sept</div> <p>Mon 14 Jul First day of Term 3 Mon 28 Jul Board hui 5.30 – 7.30 pm Mon 11 Aug TAMSO 6.30 – 8.00 pm Mon 25 Aug Board hui 5.30 – 7.30 pm Fri 19 Sept Last day of term 3 Sat 20 Sept School holidays begin (until 5 Oct)</p>	

	<table border="1"> <tr> <td>Term 4: Monday 6 Oct to no later than Friday 19 Dec</td> </tr> </table> <p> Mon 6 Oct Frist day of Term 4 Mon 27 Oct Labour Day Tues 28 Oct Board hui 5.30 – 7.30 pm Mon 24 Nov Board hui 5.30 – 7.30 pm Fri 19 Dec Last day of term 4 TBC Sat 20 Dec <i>School holidays begin</i> <i>(until Jan 2026)</i> </p>	Term 4: Monday 6 Oct to no later than Friday 19 Dec	
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Action List: from previous hui held (Special meeting) 10 December 2024 / 28 January 2025		
Item due for action	Who	Status e.g. Completed, In progress, etc.
None		