

AGENDA

BOARD OF TRUSTEES

Name:	Timaru Girls' High School Board of Trustees
Date:	Tuesday, 25 August 2026
Time:	5:15 pm to 7:15 pm (NZST)
Location:	Timaru Girls' High School Board Room, Cain Street Timaru
Board Members:	Carlene Drummond (Chair), Adam Martin, Andrew Collins, Deb Hales, Michelle Jarvis, Rhys Davies, Richard Kidd, Shayler Lange, Ben Rawcliffe
Attendees:	Janine Quigley, Logan Callow
Apologies:	Erica Bailey, Mary Ellen Luyten, Angela Burgess

1. Opening Meeting

1.1 Learning Area report - Learning Support - Joanne Bennett - Library 5:15 pm (15 min)

For Information

For information:

Supporting Documents:

1.1.a Special Education _ Learning Support 2026.docx

1.2 Karakia 5:30 pm (5 min)

Carlene Drummond

Supporting Documents:

1.2.a Karakia.pdf

1.3 Apologies 5:35 pm (5 min)

Carlene Drummond

For Decision

For decision: Accept apologies - Angela Burgess, Erica Bailey, Mary-Ellen Luyten

1.4 Interests Register 5:40 pm (5 min)

Carlene Drummond

For Noting

To record any conflicts of Interest

Supporting Documents:

1.4.a Interests Register

1.5 Public Attendance

5:45 pm (5 min)

Carlene Drummond

For Noting

To confirm any public attendance

2. Minutes of previous meeting

2.1 Confirm Minutes

5:50 pm (5 min)

Carlene Drummond

For Decision

To confirm the previous minutes

Supporting Documents:

2.1.a Minutes : Board of Trustees - 28 Jul 2026

2.2 Matters Arising

5:55 pm (5 min)

Carlene Drummond

For Discussion

For discussion/action

2.3 Review of Action List - no outstanding action items

6:00 pm (5 min)

Carlene Drummond

For Discussion

Review actions from last meeting

3. Correspondence

3.1 Correspondence

6:05 pm (5 min)

Carlene Drummond

For Decision

For decision: Accept/action correspondence

Supporting Documents:

3.1.a Correspondence Listing - Aug 2026.docx

3.1.b SCAN SIGNED - S Vidler - appoint as RO for 2026 student election.pdf

4. Principal's Report & Health and Safety Reports

4.1 Principal's report

6:10 pm (15 min)

Deb Hales

For Decision

For decision: Accept principal's reports

Supporting Documents:

4.1.a Principal report - Aug 2026.docx

4.2 Health and Safety Reports

6:25 pm (5 min)

Deb Hales

For Decision

For decision: Accept Health and Safety reports

Supporting Documents:

4.2.a HealthSafetyIncidentsDetailed_20260819 Aug 2026.pdf

4.2.b Staff wellbeing check-in - Aug 2026.docx

5. Finance committee report

5.1 July finance reports

6:30 pm (10 min)

Adam Martin

For Decision

Accept the 18 August finance minutes and the July finance report

Supporting Documents:

5.1.a 18 Aug 2026 Minutes in Review BoT finance.pdf

5.1.b TGHS Jul 2026 Dashboard Report.pdf

5.2 Property report

6:40 pm (5 min)

Adam Martin

For Information

For information: Accept the property report

Supporting Documents:

5.2.a Property report.docx

6. Audit committee report

6.1 Audit report - no report this month

6:45 pm (5 min)

Andrew Collins

For Noting

7. The House Development committee report

7.1 The House Development Committee report - oral update from Deb

6:50 pm (5 min)

Deb Hales

For Noting

8. PTA Report

8.1 PTA Report

6:55 pm (5 min)

Carlene Drummond

For Decision

For decision:

Supporting Documents:

8.1.a 11.8.26 PTA Minutes.docx

9. Student representative report

9.1 Student representative report

7:00 pm (5 min)

Shayler Lange

For Decision

For decision: Accept the student representative report

Supporting Documents:

9.1.a Student Council Representation Survey Report - Aug 2026.docx

10. General Business

10.1 Finance sub-committee membership

7:05 pm (5 min)

Adam Martin

For decision: Resignation from Michelle Jarvis - replacement

10.2 EOTC trips - no trips this month

7:10 pm (5 min)

Andrew Collins

For Decision

For decision:

10.3 Board work plan 2026

7:15 pm (5 min)

Carlene Drummond

For Decision

Review annual plan

Supporting Documents:

10.3.a FINAL ANNUAL WORK PLAN 2026.docx

11. In committee business

12. Close Meeting

12.1 Close the meeting

Next meeting: Board of Trustees - 22 Sept 2026, 5:15 pm

