

AGENDA

BOARD OF TRUSTEES

Name: Timaru Girls' High School Board of Trustees
Date: Tuesday, 26 May 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), Andrew Collins, Angela Burgess, Deb Hales, Michelle Jarvis, Rhys Davies, Richard Kidd, Shayler Lange, Ben Rawcliffe, Adam Martin
Attendees: Janine Quigley, Logan Callow
Apologies: Erica Bailey
Notes: Deb Hales attending via Zoom

1. Opening Meeting

1.1 Learning Area report - Social Sciences - Sarah Robinson - Room 17 5:15 pm (15 min)

For Information

For information:

Supporting Documents:

- 1.1.a Social Sciences LA BOT Report 2025.pdf
- 1.1.b Attachment 1 Achievement in 2024 Seniors.pdf

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 - Erica Bailey

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 - 31 Mar 2026

2.1.b Minutes : Board of Trustees - 28 Apr 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 - May 2026.docx

3.1.b Financial Statements 2025 (stamped w_audit opinion) - Timaru Girl's High School.pdf

3.1.c Nexia NZ audit 2025 Management Letter 2025 - Timaru Girls' High School.pdf

3.1.d Fundraising application - kapa haka uniforms.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 - April 2026.docx

4.1.b Principal report - May 2026.docx

4.2 Y 9 & 10 data trends

6:25 pm (5 min)

Logan Callow

For Noting

For information:

Supporting Documents:

4.2.a Junior Asttle_LITNUM 2025.docx

4.3 Attendance report

6:30 pm (10 min)

Logan Callow

For Noting

For information:

Supporting Documents:

4.3.a 0361 Attendance Provisional EDM Term 1 2026.pdf

4.4 Health and Safety Reports

6:40 pm (5 min)

Deb Hales

For Decision

For decision: Accept Health and Safety reports

Supporting Documents:

4.4.a HealthSafetyIncidentsDetailed_20260423 Apr 2026.pdf

4.4.b Staff wellbeing check-in - Apr 2026.docx

4.4.c HealthSafetyIncidentsDetailed_20260421 May 2026.pdf

4.4.d Staff wellbeing check-in - May 2026.docx

5. Finance committee report

5.1 March/April finance reports

6:45 pm (10 min)

Adam Martin

For Decision

Accept the 21 April and 19 May finance minutes and the March and April finance reports

Supporting Documents:

5.1.a 21 Apr 2026 Minutes in Review BoT finance.pdf

5.1.b TGHS Mar 2026 Dashboard Report.pdf

5.1.c 19 May 2026 Minutes in Review BoT finance.pdf

Supporting Documents:

5.1.d TGHS Apr 2026 Dashboard Report.pdf

5.2 Property report

6:55 pm (5 min)

Adam Martin

For Decision

Accept the property report

Supporting Documents:

5.2.a Property report - Apr.docx

6. Audit committee report

6.1 Audit report

7:00 pm (5 min)

Andrew Collins

For Noting

For action:

7. The House Development committee report

7.1 The House Development Committee report

7:05 pm (5 min)

Deb Hales

For Noting

For discussion: Email regarding Rooney Group offer

Supporting Documents:

7.1.a Re_ New Boarding Hostel.pdf

8. PTA Report

8.1 PTA Report

7:10 pm (5 min)

Carlene Drummond

For Decision

For decision: Accept PTA report

Supporting Documents:

8.1.a 22.4.26 MINUTES OF THE TGHS PTA .docx

8.1.b 11.5.26 Minutes.docx

9. Student representative report

9.1 Student representative report

7:15 pm (5 min)

Shayler Lange

For Decision

For decision: Accept the student representative report

Supporting Documents:

9.1.a Well-being & Learning (2026).docx

10. General Business

10.1 Board work plan 2026

7:20 pm (5 min)

Carlene Drummond

For Decision

Review annual plan

Supporting Documents:

10.1.a FINAL ANNUAL WORK PLAN 2026.docx

10.2 EOTC trips

7:25 pm (5 min)

Andrew Collins

For Decision

For decision:

11. In committee business

11.1 In committee - agenda, minutes attached

7:30 pm (15 min)

Carlene Drummond

For Decision

12. Close Meeting

12.1 Close the meeting

Next meeting: Board of Trustees - 30 Jun 2026, 5:15 pm

