



Stratford High School Board Minutes of Finance and Property Sub-Committee Meeting

Wednesday 18 March 2026 at 11.35am in meeting room, Stratford High School

Present:	Carl Triggs – Chair, Jason Loveridge, Brent Watkins, Cameron Stone
Late:	
In Attendance:	Joe Mack, , Susan Terry
Apologies:	Neil Dodunski, Brad Gibbons, Greg Topless

Declarations of Conflicts of Interest

Member	N
Jason Loveridge	N
Cameron Stone	N
Carl Triggs	N
Brent Watkins	N
Brad Gibbons	N

MINUTES

Matters Arising from previous meeting

Principal still to talk to the School Board Association regarding the proper process to follow with Brad Gibbons sitting on this Sub-Committee - ongoing

Government Property Grant – Caretaker to coordinate quote – ongoing. Caretaker on annual leave this week.

Brad Gibbons to chase up Library and T5 work – Principal to follow up with Brad Gibbons. Brad not available this week.

Principal to email project manager to discuss unhappiness on lack of completion of project – WSP have been contacted and Property Update document circulated in this month's agenda.

Principal to find out legal occupancy numbers for hall – 641 is official number – noted that area includes the entire administration block building. Prizegiving numbers were discussed. Senior Leadership Team has it agenda'd for discussion. Could this be justification for more buildings – Principal to investigate.

Confirmation of minutes

Resolution:

That the BOT take as read and confirmed the minutes of the Finance and Property Sub-Committee meeting of 18 February 2026, and note the recommendations therein were adopted by the BOT on 24 February 2026.

Moved: Jason Loveridge

Seconded: Carl Triggs

Carried: ALL

FINANCE

Banking/Staffing

1. No February Report – blank until audit completed (April/May)

Surplus/(Deficit):

2. Actual Net Surplus at 28 February 2026 - \$ 24,301
3. Budgeted Net Surplus at 31 December 2026 – (\$12,419)

Financial Position:

4. Actual Available Funds at 28 February 2026 - \$1,308,432
5. Budgeted Available Funds at 28 February 2026 - \$1,440,343

Graph Analysis:

Management Report was circulated on TEAMS prior to the meeting.

Payments:

Management Report was circulated on TEAMS prior to the meeting.

Discussion around the department income statements, trip expenses and capital items continued. Noted - Writers Toolbox and Education Perfect payment showing under the administration code which should be moved to its own code.

Payments examples were discussed as per policy.

Finance General

Noted scholarships will be re-invested.

Recommendation:

That the BOT approve the monthly finance report, and payment of the accounts, as scrutinized by the Finance & Property Sub-Committee.

Moved: Carl Triggs

Seconded: Jason Loveridge

Carried: ALL

PROPERTY

Current Property Projects: - Property Update circulated from WSP on TEAMS prior to the meeting

6. Sitewide Accessibility Upgrade
7. Staffroom refurb works
8. Multipurpose Space
9. Roofing

WSP Property Manager has indicated concerns have been addressed with the contractors and issues will be resolved. No hoist will be installed in the B Block toilet upgrade. Sub-Committee investigated construction works post meeting.

Principal discussed priority projects and tenders will be opened shortly.

Multipurpose Space is nearing completion. It was suggested a blessing be arranged prior to opening. Principal to arrange and Board Representatives invited. Appliances for the new space have been priced from a local business and a second quote will be sought for comparison.

Roofing issues will be fixed up in due course, as noted in the Property Update.

5YA Plan – still scope for B Block refurbishments, and potentially a technology space in A Block. Sub-Committee to view these spaces after the meeting.

Property General/Minor Capital Works:

10. New kitchen bench for Year 13 lounge – Brad Gibbons – no update – BG absent this meeting.

11. Strategy for cooling classrooms update – Principal tabled quotes from Clean Climate for school-wide installation of heat pumps. Discussion around cost comparison vs electricity costs vs existing boiler. More investigation required including staged installation in the most needed blocks and classrooms first. Tenders for installation only required if using 5YA funds, if using school funds no tender process required.

Principal to investigate staged installation with local contractor and bring quote/prices to next meeting.

Farm:

12. Water pipes, boundary fences and discussion with Demo Farm – Cameron Stone

Principal tabled a map of the school and farm showing the water pipelines and taps. Proposal to tie off hoses in certain paddocks and run recently installed hoses from the road to connect up paddocks and troughs without water. Demo Farm has also requested an existing race on their side that cuts through the school paddock will require fencing so they can retain access on their side – they will provide the fencing. Trees have also been identified to be cut down on the Demo Farm side in the near future, and boundary fences will need to be replaced or repaired to a 7-wire capacity.

Takeover dates were discussed – request the Demo Farm have no stock on paddocks after 1 June 2026.

LATE ITEMS

GENERAL

PUBLIC EXCLUDED BUSINESS

Recommendation:

That the public be excluded for agenda items relating to People Agenda Items (noted above) pursuant to section 48 of the Local Government Official Information and Meetings Act. The reason being to discuss matters regarding personnel on the grounds to protect the privacy of individuals.

Moved:

Seconded:

Carried: ALL

General Business	Discussion	Action

Meeting closed at 12.30 pm

Signed:

Sub-Committee Chair:



Date:

22.4.2026.