

Minutes of Meeting
Tuesday, 25 February 2020
63 St Georges Rd, Avondale
at 6.45pm



BOARD OF TRUSTEES 2020

- Attending:** Allan Bates, Sandra Bosman, James Bull, Michael Causley, Vicki Morris, Warren Peat, Amrita Sadanand, Dianne Thompson.
- Apologies:** Werner Schroeder. An e-mail was received about his position on the Board as he has moved and his child no longer attends Jireh. It was agreed to wait another month to see if it becomes possible for him to attend meetings after that. If not, the process is that we can have a bi-election or co-opt someone (after it has been advertised). We will wait until the March meeting to decide what we will do.
- Devotion:** Amrita led devotions based on a message she heard at church. We set new goals for a new year, eg. health, diet, etc. Spiritual fitness is another area we should think about. If we're not moving forward in our spiritual life, it's not long before we are moving backwards. Spiritual fitness is for eternity. Our responsibility as a Board is to see that Jireh becomes more and more spiritually fit, so that as a school we can be strong in the Lord and we can stand against trials when they come. We need to be ready ahead of time and as a Board we need to be led by God.
How do we become spiritually fit? Through Bible reading, prayer, fasting, worship. (The church is the gym of our soul). Amrita prayed and committed the meeting to God.

Election of Board Chair –

Sandra nominated Michael Causley, Dianne seconded. No other nominations were forthcoming.

Election of Board Deputy Chair –

Sandra nominated James Bull, Amrita seconded. No other nominations were forthcoming.

Michael and James were unanimously voted in to the above positions.

1. Confirmation of Minutes

The minutes of 3 December 2019 were accepted as a true and accurate record.

Moved Warren/ Vicki Seconded. AGREED

2. Matters Arising from Minutes & Action List

10 Year Property Plan – last year the field was dealt with and for this year various things have been identified in the Strategic Plan that will come under the Kingsway Trust maintenance plan for the school. There is a meeting with Sandra tomorrow to discuss these things further.

Regarding 73 St Georges Rd - discussions have taken place with the Owner and the cost he is asking is due to the fact that the land is zoned high density residential town house development. The Trust cannot afford the price that he is asking but discussions are still ongoing. The Kingsway Trust is also having discussions around the western corridor of Auckland and what developments for a high school could happen in that area.

Meeting with Sandra to finalise developmental goals for 2020 as per her appraisal. This meeting with Michael is yet to happen and will be left on the Action List.

All other items were completed.

3. Conflicts of Interest

Alan Bates added to his Conflict of Interest that he is now the Chair of the Audit & Risk Committee for the Kingsway Trust.

Michael Causley's conflict remains the same.

4. Policies -

Relationship between Chair and Principal Policy

Delegations of Authority Policy

The following sentence needs to be moved from the Self Review heading to under the Principal's Appraisal heading "The Board Chair will provide a written summary report of the annual appraisal to the full Board within two months of the completion of the report – the summary report will be tabled in-committee.

Board Roles and Responsibilities Policy

Point of action to be taken from this Policy – the Annual Plan and targets need to be approved at tonight's meeting.

It was moved that the above Policies be approved with the above change being made.

Moved Warren / Seconded James AGREED

5. Reports

Principal's Report - taken as read.

Points to note -

- An up-to-date copy of the 2020 Board Work Plan is to be sent to Board Members.
- 2030 Strategic Plan has space for input from the Proprietor and Board Chair. This needs to be completed.
- Targets still include ESOL (Writing). It takes more than a year to measure progress in this area so it is ongoing.
- The document regarding Tomorrow's Schools has some changes which Sandra explained. There is increased emphasis on the Treaty of Waitangi, new legislative provision for complaints and disputes, an enrolment scheme for government schools has been set. Lots of changes are being rolled out up until October 2027 and Sandra will inform the Board as they happen.
- Dianne asked whether the Korero group has met. Sandra affirmed that they met once last year but they are planning to arrange meetings once a term this year. The first meeting will be in March. Dianne asked for improved communication with regard to meetings and feedback. Dates for meetings should also go in the newsletter and on the calendar in plenty of time. Sandra agreed to this.
- Parent Meeting on Monday – Amrita asked about introducing the Board members. It was agreed that this was a good idea and will be included in the programme. There will also be a PA slot.

It was moved that the Principal's report be accepted.

Moved Sandra / Amrita Seconded. AGREED

Finance & Property sub-cmte Report –

No meeting held as minimal spending over Dec/Jan but there will be one in March for February.

Warren asked what the actual roll was compared to the funding roll. Sandra explained we are funded for 230 and the actual roll by the end of this year will be 228. We started with 203. Another Open Day is planned for 1 April. Our budget is based on 190.

6. Strategic Planning -

The following documents were taken as read –

- **Strategic Plan 2020 – 2022.**

What was suggested at the strategic day has been changed but nothing further. This document goes to the Ministry by 1 March. We are waiting for some target figures and then it is ready to go.

- **Work Plan 2020**

It was agreed that the \$20000 figure under 'Implement Action Plan' on page 5 needs to come off and be changed to TBC.

Both \$10 amounts on page 8 need to be changed to NONE as this comes from the Kahui Ako budget from Kingsway.

On page 12 the \$10K amount is in our budget.

- **2030 Growth and Development Plan**

This document is very much a living document that changes over time.

It was moved that these documents be accepted.

Moved Amrita / Vicki Seconded AGREED

7. Inwards Correspondence

Education Gazettes for 3.2.2020 and 17.2.2020

NZSTA elections information

NZEI Magazine

NZSTA magazine – has been e-mailed to you (two articles of interest Parent Payments – Your Board's Governance Role and First Board Meeting of the Year – to-do list)

8. Future Business –

We need to look at options for bus/transport for students from Henderson, Oratia and Massey after Term 1 this year. A number of parents have already changed to carpooling and the buses are sorted for this term.

Sandra will contact the Ministry again regarding the possibility of a funded bus option.

There was discussion over various options with the most favourable, for the rest of this year, being one bus from one stop with the possibility of carpooling happening from Te Atatu to Henderson. The cost to parents would be the same but the burden of cost to Kingsway would be reduced.

It was agreed that the decision needs to be made before the next meeting so that parents will know what is going to happen for next term.

It was agreed that Senior Management and Warren Peat will sort out the details for the start of Term 2.

9. Next meeting – 31 March 2020. Vicki on devotions.

Michael closed in prayer at 8.12pm

Signed as a true and accurate record:

Approved:

Chairman:

Date:

ACTION LIST from 25.2.2020 meeting	WHO	WHEN
Items Carried Over from previous meetings		
10 Property Plan to come from KWT	Warren	Prior to March meeting
Items forthcoming from the 25 February meeting		
Meeting with Sandra to finalise developmental goals for 2020 as per her appraisal.	Michael	Prior to March meeting
Consideration given to Werner's position on the Board	Board	At March meeting
Delegations of Authority Policy to have change made	Vicki	Prior to March meeting
Bus details for Term 2 to be sorted prior to March meeting	Warren/Vicki	Prior to March meeting