

Minutes of Meeting
Tuesday, 22 October 2024
63 St Georges Rd, Avondale
at 6.45pm at the school



**THE BOARD OF
JIREH CHRISTIAN SCHOOL 2024**

Attending: Sandra Bosman, Andrew Coombridge (via ZOOM), Tavita Fesolai, Gael Goulter, James Kimber, Vicki Morris, Amrita Sadanand.

Apologies: Allan Bates (on leave)

- 1. Welcome** – Gael welcomed everyone to the meeting. Gael will act as Presiding Member as Andrew is joining in via zoom.
- 2. Devotion** – Tavita led the devotions and started with prayer. His devotion was based on Luke 3:38 “Give, and it will be given to you; a good measure – pressed down, shaken together, and running over – will be poured into your lap. For with the measure you use, it will be measured back to you”.
As a Board, staff, and school, when you give without expecting anything in return you will be blessed. Examples of this were very visible at the Sports Camp where teachers gave unconditionally to support the children, and the Samoan Mission Trip where everyone gave and witnessed firsthand how what we gave blessed others, but we were also blessed. When we focus more on the wants and needs of others above our own wants and needs, our needs will be met. Psalm 103 records Gods’ goodness. That goodness leads to gratitude and gratitude leads to giving. Gael then prayed to open the meeting.
Gael also introduced James Kimber who joins us as a Proprietor Representative.
- 3. Ika Learning Area Report** – presented by Maliah Tato and Natasha Breese and taken as read.
Natasha is a new leader in this Learning Area and what she has brought into this Area is appreciated by the whole team. Co-leading this year has been a strength and Natasha has really grown into the role of leadership. This Learning Area has gone from Year 4 to Year 6 this year and that has worked well. Questions were answered relating to how the children are growing in their discipleship, how gifted and talented children are catered for, and how behavioural issues are dealt with in a firm but fair way. There was also discussion around English for Speakers of Other Language, the new Maths and Literacy curriculums and how Ika is dealing with this.
When asked about any extra support from the Board that they would like, Natasha mentioned being able to accommodate passion projects that come up during the year that haven’t been budgeted for. Maliah mentioned the field and how the prefab impinges on the amount of space that is now available for students and asked that any further building projects not be planned for this area.
There was discussion about the maintenance of the field and how it is unsafe for the children due to the number of divots. Allan Grav is looking at possible further maintenance on the field. New goal posts and safety nets to stop the balls going over the fence would be a great addition.
Gael thanked them for their time and their report and Amrita prayed for them and presented them each with a small gift. They then left the meeting.
- 4. Confirmation of Minutes** – taken as read
It was moved that the minutes of 17 September 2024 be approved as a true and accurate record.
Moved Sandra / Vicki Seconded AGREED
- 5. Matters Arising from Minutes & Action List**
 - Sign writing on the vans – the Māori wording has been finalised and the artist has done the new logo. Sandra will speak with the PA about paying for the signage on the vans at their next meeting. IN PROGRESS.
 - Andrew’s meeting with KingsWay and contacting NZSTA re the position of the PA – there is no update on this. IN PROGRESS.
 - Tavita to contact the Principals from the local schools who have managed to recoup some of the costs of the Cola canopy and report his findings to the Board – Tavita contacted Richmond Rd and was informed that the criteria is changing for funding and we’re not eligible due to being an integrated school. No

further information from Foundation North as yet but Tavita will follow up and report back at the next meeting. Remove first part of this point.

- Sandra to try and find a parent who might be willing to complete applications for funding towards the Cola canopy and submit them. Unable to find a suitable person.
- Sandra to follow up with Shade Systems if the quote covers the cost of consent, the likelihood of costs ballooning out and the possibility of another hard surface being required in the future. DONE
- Considerations while preparing the budget: Board's offer of extra support, staff training, resourcing for next year regarding support for teachers in the classroom, and possibly placing advertisements for teacher aides for 2025. DONE
- Sandra to liaise with Account re the discrepancy noted on Page 3 "Other MoE Grants" of the August Monthly Finance Report, and email Allan when she has investigated. DONE
- The Presiding Member is to apply in writing for consent from the Ministry and the Proprietor to have the cola canopy erected on site. BLOCKED.
- Allan to give an update from the Proprietors regarding the lease, for a decision to be made whether Andrew requests the Contractors to hold the quote. NO UPDATE AT PRESENT. IT IS WITH COUNCIL AND IS TAKING TIME.
- Andrew to suggest dates for Strategic Plan meeting with Board members.

6. Conflicts of Interest

James Kimber declared that he is on the Kingsway Trust, Kingsway School Board. The Conflict of Interest Register was completed.

7. Reports

Principal's Report – taken as read

One item to add – a tap was left on in Kōtare which caused flooding in that room and the Principal's office. It is currently being dried out. Allan Grav has seen it and the insurance assessor will come tomorrow.

It was moved that the Principal's October Report be accepted with thanks.

Moved Sandra / Amrita Seconded AGREED

Principal Growth Cycle

This year Andrew is Sandra's attestor – goals are in line with what we are doing as a school. The headings are -

1. Ensuring culturally responsive practice with a focus on te reo Māori.
2. Embed Wellbeing Framework with a focus on measurement
3. Building and sustaining a professional community. Building a cohesive community where we can draw on each other in relation to Christian Education.

Things are tracking along well in each of these areas and they align with Professional Development being done by the staff.

Finance & Property for July & August – taken as read

- 2025 Draft Budget – Tavita

The Finance Committee met to go through the budget. Sandra and the team have done a thorough job in setting out the draft budget and very little needed changing. A net deficit of 23,000 is recorded but depreciation and other items will put us in surplus.

A suggestion was made that we have a special character budget to cover costs like the Mission Trip or to enhance the special character of the school in some way. Sandra feels she would come to the Board if she became aware of an opportunity that would fit into this category, e.g. the Australian Christian Schools Conference would be something that would benefit staff and she will look into whether some staff could attend that next year.

The Ministry of Education is funding a lot of the new curriculum resources so that makes a difference to our curriculum budget. We are on track with our planning for the new curriculums as the programmes we are already using are acceptable to the Ministry- Prime Maths.

There was discussion around whether we need to include maintenance to the field. Sandra explained that the field was drained in 2019 and that works well but the contractors planted the wrong grass which crowds and causes the divots to form. Kikuyu grass should have been used. Sandra believes Allan Grav is looking into this.

The Draft Budget will be changed to include SC PLD in the form of key staff attending the Australian Christian Schools conference, and be presented again at the November meeting for acceptance.

- **Finance Report for September** – taken as read.

Tavita stated that everything is tracking along well and there are no areas for concern. It was pointed out that the cyclical maintenance plan only relates to painting and the pricing reflects inflation and is set by SCHOOLED.

It was moved that the Board adopt the Finance Reports for September.

Moved Tavita / Seconded Amrita AGREED

- **10YAPM** – taken as read

It was pointed out that there should always be 10 years in advance listed on this plan rather than just a 10 year period. Sandra to rectify this.

- **Annual PP** – taken as read

No further comments on this document.

It was moved that we accept the above two documents

Moved Sandra / Seconded Gael AGREED

- **Cyclical Maintenance**

to be tabled again at the next meeting as there need to be some changes made.

8. Student Well Being – taken as read

This is for your information. The survey is very helpful for staff and gives insights into classroom culture. Next year the JCS WBF measurement tool will be used to assess wellbeing.

9. Samoa Mission Trip and Sports Camp Verbal Report - Tavita and Sandra

Sports Camp – this went very well, and Tavita and Sandra were very proud of the children and what they achieved as individuals and teams and how well they represented the Jireh Christian School.

This was our first **Samoa Mission Trip**. Good relationships were formed with the community that we stayed with. Having Tavita with us was amazing and made this trip a very rich cultural experience. Sandra mentioned that Tavita's devotion on giving is such a natural part of the Samoan culture and that was experienced by everyone in the group. Not only did we have a mission focus but also one of serving and in serving we were also blessed.

10. Inward Correspondence

- NZSTA September issue uploaded in the meeting pack.
- Parent Elected Rep. Resignation – Aron's resignation has been received. There was discussion around our options at this time of year –
 1. **running a bi-election.** It was agreed that this was not a good idea this side of Christmas and would have to wait until next year if it were an option we would like to take.
 2. **Co-opting someone** – we would need to communicate to the school community that we are looking to fill the vacancy and if there were no objections the Board would decide who to co-opt.
 3. **Stay as we are until the elections in September 2025.** The current team is working well, and we would need to consider the benefit of bringing someone new in at this stage.

It was suggested that someone with property expertise could be of benefit and succession planning also needed to be taken into account.

A decision needs to be made within 4 weeks of the vacancy occurring. The letter is dated 4 October but was only received as inward correspondence at this meeting (22 October), therefore due date for a decision was agreed as 19 November.

It was agreed that Gael would contact the person she believes would be an asset, due to their property management expertise, and report back to the Board. If they are keen, they could be co-opted on. It should be explained that they would need to commit to coming on the Board for longer than a year, and look to being part of the Board for the following 3 year term. The Board will then need to communicate to the school what the plan is going forward.

It was moved that we accept Aron's resignation from the Board, effective immediately.

Moved Gael / Sandra Seconded AGREED

Sandra is to purchase a gift and give it to Amy to pass on. Helen is to remove Aron from the Discipline sub-cmte and from NZSTA.

- New proprietor representative, James Kimber, was officially welcomed. He takes the place of Michael Causley.

- It was moved that we accept Alan's request for leave of absence for 3 months Moved Gael / Tavita Seconded AGREED

11. Future Business

It is proposed that we get together on 16 November at 6.30pm, location TBC to discuss the 3-year strategic plan and have an end year dinner. Members to confirm via WhatsApp chat whether they can attend.

Next meeting – 26 November 2024. Andrew on devotions.

Vicki closed the meeting with prayer at 8.56 pm

Signed as a true and accurate record:

Approved: *Andrew Coombridge*

Presiding Member

26/11/24

Date