

Minutes of Meeting
Tuesday, 26 May 2020
63 St Georges Rd, Avondale
at 6.45pm



BOARD OF TRUSTEES 2020

Attending: Sandra Bosman, James Bull, Michael Causley, Vicki Morris, Amrita Sadanand, Dianne Thompson.
- Allan Bates, Warren Peat via zoom

Apologies: None

Devotion: Michael read some of 2 Chronicles 14 – 17, the stories of King Asa and Ben Hadad. He went on to talk about the consequences of doing things God's way or the world's way and how, if we do things the world's way it will only work to the level of what the world can provide whereas God's solution is part of His plan and eternal. We, as a Board, have to decide in every situation where we will put our trust. He also prayed to open the meeting.

1. Confirmation of Minutes

The minutes of 31 March 2020 were accepted as a true and accurate record.

Moved Sandra/ Vicki Seconded. AGREED

2. Matters Arising from Minutes & Action List

- **10 Yr Property Plan to come from KWT** – work that has been completed this year is the Meeting Room and Room 1. Decisions are being made year by year rather than as part of a 10 Year Plan. The school has a 10 Year Maintenance Plan in place and that is taken into consideration when planning work. Sandra is to send a copy of the maintenance plan to Alan. It was agreed that this item can come off the Action List.
- **Meeting with Sandra to finalise developmental goals for 2020 as per her appraisal** – Michael and Sandra have met to discuss these goals. Her focus will be -
 - o ESOL (time has been lost here due to Covid-19) so this will continue into next year. She wants to ensure the teachers are equipped to teach ELL Learners effectively.
 - o Our Bi-Cultural Journey. Sandra is looking at overall school implementation of our goals in this area.
 - o Make-a-space is another focus that she is looking at but this may have to wait until next year along with developing our student future focussed outcomes, which we have already, but looking at turning them into our key competencies.
- **Letter to be written to Werner Shroeder** – not written yet – will still be done.
- **Bus solution for Term 2 to be finalised and conveyed to parents** – 1 run was dropped. Parents have been happy to move to the other route with only 1 family choosing to bring their own children. Buses are at capacity at present. Bus monitors are doing a great job under the new Covid-19 rules.
- **Credit card limit to be increased to \$3,000** - in progress.

3. Conflicts of Interest

No new conflicts of interest.

4. Tiwai Learning Area Report

Vicki took the report as read. She spoke about the way that Tiwa students have stepped up during the distance learning time. Around 75% have grown phenomenally during this time. Their encouragement and support for each other has been great and their responsibility for their own learning has been wonderful. The teachers have worked really hard but also acknowledge that this time has refreshed a passion for teaching for both of them. Michael asked about any equipment they don't have but that they feel would be worth purchasing. Vicki mentioned about students (about 5 or 6) that didn't have their own devices and how, even though they were provided with them for lockdown, they are at a disadvantage at this level of schooling if they don't have access to one all the time. The school devices are not insured if they are taken home. It was suggested that Vicki talk to

those parents and try to make a plan that would work for them. Allan felt that this is not really a financial issue but whatever is done needs to be fair for everyone.

Dianne attended an interview at Kinsway and conveyed very positive feedback from them about the level of teaching at this level.

5. Policies - none

6. Briefing Paper for consideration

- a change in administration

Michael thanked Helen, on behalf of the Board, for the work she does for the school and the Board.

Sandra summarised the briefing paper. This paper has been discussed by the Finance and Property sub-committee and they have no objection to this motion.

Motion to employ a full-time receptionist

1. An amount of \$11 644 for 2020 is used to employ a receptionist for Term 3 and 4.
2. An amount of \$ 15 487 per year is used to employ a full time receptionist.

Moved Sandra / James Seconded AGREED

7. Reports

a. Principal's Report - taken as read.

Our community was held together very well during lockdown, particularly by our teaching staff. In terms of well-being and being connected, the teachers did a fantastic job. In terms of learning the following platforms were used Class Dojo for junior and middle, Hapara, Google docs and Google classroom for Senior. Zoom was also used a lot by various teachers. There was not one family that wasn't contacted at least a number of times. The teaching of new concepts is difficult on-line and could be an area to work on. A parent survey has been sent out and the staff will also do a survey.

Vicki commented on how well Sandra kept the school community informed and commended her for that. 6 students are not back at school. The Ministry of Education has said that from 2 June we should start the 20 day count for truancy. Sandra is hopeful that all students will be back on that day and will follow up on those that don't return. All the students that are attending are happy to be back and there doesn't seem to be very much obvious anxiety among these students.

Overall Teacher Judgements – there is an executive summary for each one. Some students have gone up a lot but others have stayed the same or even gone down depending on the level of support at home. There will be an abridged mid-year report available at the end of Term which will include next steps. There will be teacher/parent conferences early in Term 3. As a result of the survey we will do some parent workshops in Term 3. Looking at setting up a homework club at school. Attendance is also poor amongst the pasifika families. Michael asked about a typical roll growth pattern – Sandra said we are not aware of any enrolments that have been lost. 6 NE students started at the start of Term 3 on-line. 11 starting next term that are all on track. Warren reiterated that they are keen to work with any parents to see them stay at Jireh.

It was moved that we accept this report. Moved Sandra / Amrita Seconded AGREED

b. Finance & Property sub-cmte Report

Sandra spoke to this report. One area where we have overspent was incorrectly coded and will be rectified. We are looking into whether Special Character donations have been impacted by the lockdown period. The Auditor has been and has all the necessary paperwork and has assured us it will be submitted to the Auditor General on time.

It was moved that we accept this report. Moved Alan / Amrita Seconded AGREED

8. Inwards Correspondence

None

9. Future Business

None

10. **Next meeting** – 23 June 2020 (Sandra on devotions)

Michael closed in prayer at 7.50pm

Signed as a true and accurate record:

Approved:

Chairman:

Date: