

Minutes of Meeting

Tuesday, 21 February 2023
63 St Georges Rd, Avondale
at 6.45pm in the staffroom



THE BOARD OF
JIREH CHRISTIAN SCHOOL 2023

Attending: Allan Bates, Sandra Bosman, Michael Causley, Andrew Coombridge, Tavita Fesolai, Gael Goulter, Vicki Morris, Amrita Sadanand, Aron Singh. Maria Tato

Apologies: None

1. **Welcome** – Sandra welcomed everyone to the meeting.
2. **Devotion** – Tavita opened the meeting with a devotion based on ‘You are a problem solver.’ Our example is Jesus who was a problem solver. People came to Him spiritually hungry and He fed them (Mark 1:17); they came to Him sick and He healed them (Act 10:38); mentally exhausted and He offered them rest (Matt 11:28). He knew what people needed and He met that need. God knows everything, He meets a need and solves a problem. Who made us? God made each and every one of us. (Jeremiah 1:5) “Before I formed you in the womb, I knew you.” Do we know what our calling is? God at this point in time has called us to identify problems and opportunities here at Jireh Christian School. We are problem solvers and we have to ask God why we are here and what we can do. He then prayed to open the meeting.
3. **Election of Presiding Member**
Nominations were called for the election of a Presiding Member - Andrew Coombridge self-nominated, Tavita seconded. There were no other nominations and all unanimously agreed to this appointment. Sandra thanked Michael for his unwavering support over many, many years of Jireh School and Jireh Christian School, especially as Presiding Member. Allan Bates concurred with Sandra’s comments and also commended him for his work on the JCS Board.
Nominations were called for the election of an Acting Presiding Member – Tavita nominated Gael, Andrew seconded. There were no other nominations and all unanimously agreed to this appointment.
4. **Confirmation of Minutes – taken as read**
The minutes of 29 November 2022 were accepted as a true and accurate record.
Moved Sandra/ Amrita Seconded. AGREED
5. **Matters Arising from Minutes & Action List**
 - Meeting between the Board and Staff. Sandra to organise this via email this week.
 - Board training tabled – to be discussed tonight
 - Strategic Plan – to be decided tonight
 - Interest – Sandra to contact CES and ask if the interest on deposits of the setup grant is tagged or untagged.
6. **7PM- Introducing the new CEO of KWT and NZCPT Philip Mark Bradley via Zoom**
Philip Mark joined us on zoom and gave a short introduction. The Board also introduced themselves to Philip Mark.
7. **Conflicts of Interest**
No new conflicts of interest.
8. **PAT Assessment data Term 1 - 4 2022 and a Prime Maths Reflection - Maliah Tato**
Documents taken as read.
Maliah was welcomed to the meeting and she explained the PAT Assessment Data and the Prime Maths programme that will be for Years 3 – 7 in 2023. The data shows that Jireh has progressed dramatically when compared to the national norm
 - Given the data it would seem that the Prime Maths Programme has supported our progress.
 - Year 2 students were included in Prime Maths but it has been agreed that this year Years 1 & 2 will be taught Numeracy rather than using Prime Maths. That way they get good number knowledge first.

- Prime Maths, a Singaporean programme, has been rolled out slowly over 3 years. It would seem that there are now more schools taking on this programme.
- Some areas have been identified that need work and they will be Maliah's focus this year. Some children who are struggling need extra support with Prime or they may need another resource to go alongside. We know who these children are and are looking to support them throughout the year.

Maliah was thanked for her work and Andrew prayed for Maliah and the work she has done in leading the Maths programme. Maliah then left the meeting.

9. Policies – taken as read

Changes were highlighted in yellow on the Policies that were sent out to Board members.

Gael explained to the new Board members that the Policies are legally binding. A number of these Policies came from Kingsway School and Manurewa College. Sandra keeps up to date with legal changes from the Ministry. Gael will be doing some more research on some of these Policies as a member of the sub-cmte. Vicki went through each Policy explaining the changes that have been made. Throughout, the language has changed from Chair to Presiding Member and from Trustees to Board Members.

- **Relationship between Presiding Member and Principal**

There were initially 12 points –

- Point 13 has been moved up to No. 2 due to its importance
- Point 9 – changed due to similar wording and now incorporates 9 - 12

It was moved that we accept the above Policy with the recommended changes.

Moved Sandra / Andrew Seconded AGREED

- **Board Roles and Responsibilities Policy**

Changes to language have been made for conciseness and clarity and to include new terms e.g. Strategic Plan takes over from Charter.

- 1.2 'each year' was added.
- A number of changes were made to clarify who is responsible for various tasks.

It is important to note that the Board is to give consideration to the Treaty of Waitangi in all Board decisions.

One further change to 12.1 – it should read The Board **successfully** resolves any disputes

It was moved that we accept the above Policy with the recommended changes.

Moved Tavita / Vicki Seconded AGREED

- **Chairperson's Role - now called Presiding Member's role.**

8. wording changed to give a clearer description.
9. updating of the correct Act 'Education and Training Act 2020'
10. seeks rather than ensures
14. updating of language to Professional Growth Cycle

It was moved that we accept the above Policy with the recommended changes.

Moved Andrew / Sandra Seconded AGREED

- **Relationship Between Board and Principal**

There has been a change in the Policy Statement to give more clarity.

Pt 5. 'arrive' changed to 'have'

It was moved that we accept the above Policy with the recommended changes.

Moved Amrita / Aron Seconded AGREED

- **Trustees' Code of Conduct**

Some semantic changes and language consistency were the only changes.

It was moved that we accept the above Policy with the recommended changes.

Moved Vicki / Amrita Seconded AGREED

- **Delegations of Authority**

Under Self Review – the NELPS have been added. They will need to come into shaper focus going forward.

Principal's Appraisal is now Principal's Professional Growth Cycle – this came into effect for teachers first and this year for Principals. All Principal's have to be signed off by a current Principal preferably someone in their Professional Learning Group. You can't reciprocate. Sandra would like to have someone from the Kahui Ako as they share the Special Character. The Board need to be kept informed of the PGC but they don't sign off Principals anymore.

It was agreed to hold off on this Policy as it was suggested that the Board needs to retain some involvement. Sandra has contacted NZSTA and they agreed that holding off, at this stage, would be a

good idea rather than making changes now as discussions were still ongoing with regards to the Primary Principal Collective Agreement.

It was agreed that all other delegations, apart from the Principal's Professional Growth Cycle, will stand until this Policy is updated.

It was moved that, for 2023, the Board sub-committees remain the same as those elected last year.

Moved Andrew / Tavita Seconded AGREED

A note of thanks was extended to the Policy sub-cmte for their work on these Policies.

10. Staff requests for leave

Two teachers have requested unpaid leave for 6 days. Sandra endorsed both applications. The impact on the students would be minimal as there are regular relievers who are well known to the students and the teachers do all the planning for the time that they are away.

It was moved that the requested leave be granted.

Moved Sandra / Vicki Seconded. AGREED

11. Strategic Plan 2023 - Board Consultation - taken as read

Sandra gave some background to this document. Her involvement with the Springboard Trust has helped tremendously in the development of this document. Input about our next steps has been received from our community and stakeholders. Sandra went through the 3 goals on the document. We have a great teacher in our Makerspace area this year as well as our Term 1 Technology teacher.

It was moved that we accept the new Strategic Plan.

Moved Sandra / Aron Seconded. AGREED

12. Reports

- **Principal's Report** – taken as read

The Board went 'into Committee' at 7.59pm

The Board came 'out of committee' at 8.16pm

Our roll is 274 and we have accepted up to 296 throughout the year, so there are only 4 places left. These students are all accommodated for with the classroom that we are expecting to have on site at the start of Term 2. If we had no new classroom for the start of Term 3 we would be running a diminished programme that will adversely impact the staff and students.

Options were discussed but at this stage we need to pray that Resource Consent will be granted for the one prefab and that it will be able to be moved on site as soon as possible.

Allan explained that the Proprietors want to build quality spaces for Christian Education on this site as fast as possible. It is their job to meet with the Board and hear their ideas so that the Board and Proprietors can work together. It is the Proprietors' responsibility to deliver spaces for 300 children, but their vision is much bigger. He suggested that we ask the Proprietor to meet with the Board and explain their plan.

He also mentioned that before committing to anything beyond that first prefab an agreement must be made with the church regarding the land.

Andrew is to try and initiate a meeting with the Proprietor looking at the long-term picture for Jireh Christian School.

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

Moved Sandra / Allan Seconded. AGREED

- **Finance & Property Report**

– none for January, the first is the February report to be presented at the March Board meeting

13. Inward Correspondence

None

14. Code of Conduct

The Code of Conduct, as approved above, was signed by all Board members.

15. Future Business –

- Strategic Plan looking at the future of Jireh Christian School

- Board Training with Mark Larsen from AIS - possible dates via Zoom

Board members agreed to a zoom meeting on Tuesday March 21st, 7pm with Mark Larsen from AIS. It should go for approx. 90 minutes.

Content could include:

- overview of legislative framework
- how is governance different for an integrated school Board?
- the role of the Proprietor and Proprietor Appointees
- best practice examples - Proprietor / Board relationship
- NELPS
- supporting the Principal

Sandra is to send a google invite to remind people about the zoom meeting.

- Andrew asked if everyone was in agreement with setting up a WhatsApp chat for Board members. This was agreed to.

Andrew closed the meeting with prayer at 9pm.

16. Next meeting – 28 March – Vicki on devotions

Signed as a true and accurate record:

Approved:

Andrew Coombridge

21.03.2023

Presiding Member

Date