

Minutes of Meeting

Tuesday, 28 March 2023
63 St Georges Rd, Avondale
at 6.45pm in the staffroom



THE BOARD OF
JIREH CHRISTIAN SCHOOL 2023

Attending: Allan Bates, Sandra Bosman, Andrew Coombridge, Tavita Fesolai, Gael Goulter, Vicki Morris, Amrita Sadanand, Aron Singh

Apologies: Michael Causley

- Welcome** – Andrew welcomed everyone to the meeting. Everyone shared one thing they were thankful to God for this week. Andrew prayed briefly.
- Devotion** – Vicki opened the meeting with a devotion based on Jonah'but...' take away my life. Jonah was angry and made the shelter, after the worm attacked the plant God gave to shade him, he wanted to die. Nineveh was a great city of ruthless warriors, and Jonah didn't want God to save them. God is God and He will do what He will do, acting only in accordance with His character. What right do we have to ask Him to change or question what He is doing?
God sees the big picture. God wanted the Ninevites to repent and turn to Him. Jonah didn't see that - he was annoyed about the plant, the worm and the sun; focussed on his current needs and not the big picture. God will do whatever it takes to turn our hearts to Him. The worm and the sun revealed the true state of Jonah's heart. During our challenges, do we forget to acknowledge God and His bigger picture?
Sometimes God allows what He hates to accomplish what He loves. What is He accomplishing in us in this season of growth and challenge? Jonah faced a storm and so did Jesus. Jesus stood up in the storm and said 'Peace'. Vicki prayed to open the meeting.
- Manu Learning Area Report-** Jo Duxfield
Report taken as read. Jo was welcomed to the meeting and spoke to her report. The Manu team is a constantly changing team. Currently they are a team of 4 of varying cultures and ages that works well together. This is a season of incredible growth and this puts pressure on the team. Ideally, there would be break-out soundproof rooms - praying for God's provision. Manu consists of 4 classes with the hope of a fifth opening soon, roughly 80 students of many nationalities. Manu deck has been extended and opens up more space which is appreciated. It needs some minor work still with the hope that it will be up and running and in use by Term 3, especially for the PMP programme to start again. Many thanks for pushing that forward. It was suggested that French doors be installed from Tui to join up with the deck which would need to be extended to offer more space for that rather small room.
Sandra pointed out that the deck is already on the plan but there may be issues with it. The current outdoor deck area gives the space to do activities that they can't really do in the classroom. The roof area still leaks so the space won't be used fully during the wet months.
Sandra spoke to the question of a child who needs a lot of extra help. His mother is attending a part of each day, he has a little time from a current teacher aide and there is now the possibility of an ORS funding application being submitted. He needs full time assistance; one on one attention. Management is looking at various options.
Special character question: how are the children managing with memory verses for example? Jo has condensed verses as much as possible without losing meaning - acting out, clapping, viewing on YouTube. Roughly 70% of the children are learning the memory verses. It is likely that parents are struggling as the verses were quite long this term. The verses next term are shorter and we hope that parent engagement might be better. The students are definitely engaging. A lovely example was given of a little one quoting the memory verse at a most appropriate moment.
Tavita asked what the Board can do to assist with the work overload. Jo responded that the difficulty is in trying to fit in the timetable all that is expected. It is helpful to Integrate things into other subjects, for example incorporating Te Reo into reading or maths. Working together as a team for planning and trusting each other is also a new strategy that the team is using. Manu team is reading a book together called "5 Dysfunctions of a team" which they are finding very useful.

Jo said that more resources for the outdoor deck area such as a new sand pit once the deck is ready to be used, water play and other equipment would all be appreciated. When a new topic is being covered the resources are a bit stretched as there are now 4 classes and not really enough to go around.

Gael Prayed for Jo and her team and thanked her for her time, report and work.

Jo left the meeting at 19.40pm

4. **Confirmation of Minutes – taken as read**

The minutes of 22 February 2023 were accepted as a true and accurate record with the following addition after the Board came 'Out of Committee' -

"It was moved that the Maternity Leave requested by a staff member be agreed to." Moved by Andrew / Sandra Seconded **AGREED**

and under point 9 - Policies to include" Throughout, the language has changed from Chair to Presiding Member and from Trustees to Board members and **'Deputy Chair' to 'Acting Chair'**.

Moved Allan/Tavita Seconded. AGREED

5. **Matters Arising from Minutes & Action List**

- Opportunity for Board to meet staff – DONE
- Follow up with CESSL regarding how interest earned on the set-up money can be spent.
Sandra phoned NZSTA who advised that it doesn't matter where the money goes, it's always Ops funded and Board money which is not allowed to be used for land and buildings. CESSL said they think the funds may be used for land and buildings. The Ministry would have to give approval and there would need to be some process between proprietor, Ministry and Board. Two differing opinions. Gael asked if the question could be answered via email and not just verbally. Set up grant - Allan thought the set up grant might still be used but Sandra's understanding is that it can't be used for land and buildings. This issue needs to be revisited in the future.
- Set up meeting between the Board and the Proprietors
- Set up a WhatsApp chat
- Send out a google invite regarding the Board training via zoom - DONE

6. **Conflicts of Interest**

No new conflicts of interest.

7. **Reports**

Principal's Report – taken as read

Sandra called and advised that the property next door has not been sold since 2013 and is still held by Golden Holdings. They are keen on easement as they want to make it into a road to service their piece of land. Philip Mark will be given the number to follow up. Next year, in addition to the new building, we will need another Y3 and Y4 class in the Wai area. The year after the bubble moves to Y5 / Y6. Allan said it may be that the classes need to be reshaped to fit 300 students into the same space. It's not a new problem, it has been going on for several years. **SB will send an email to Allan.**

Various options were discussed: NE class to move to ESOL, ESOL to move to Accounts Office and Accounts move to Principal's office. External storage space will be required to hold music classes. One class has to move. Other options: giving up the science lab & changing into a classroom. Moving another class from Wai into intermediate and moving intermediate into science lab. Possibly hire space at church or St Mary's? It would be a temporary measure until prefabs arrive. Possibly having a small temporary 'cabin' moved on site, which will not be a full classroom but will be a small teaching space. Sandra will discuss with Allan who will also follow up with Alan G.

A question was raised regarding the Physical Restraint policy. This will be dealt with during the normal rotational review of policies. There is a policy for physical restraint and de-escalation.

PAT Data was tabled. Our school is performing above in most areas except listening comprehension. The main professional learning has been around writing, not yet reading. Reading will become a priority once the writing professional development has been completed. PAT is an accurate assessment as it's nationally standardised reporting and is quite useful. The data covers 3 years and includes Covid years (lockdowns) and a transient community.

Using small numbers of students, e.g., Maori only 13 students, makes it difficult to put into a percentage so actual numbers have been used. Overall, the data is quite good. Year 3 is quite weak but that is a national statistic as a result of lockdowns. The Ministry is being requested to provide funds to help with this problem.

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

Moved Sandra / Amrita Seconded. AGREED

Finance & Property Report

Some errors have been noted in the Annual Accounts for the auditor: balances to be corrected, Infay is listed as a Proprietor and not a co-opted member. CES have been contacted. Once the errors are fixed, the amended report will be sent to the auditor. Sandra will follow up tomorrow and send via email to Andrew.

It was moved that the Annual Accounts are accepted subject to the Accountants making the requested amendments to the report.

Moved Allan / Tavita Seconded. AGREED

It was moved that UHY Haines Norton are appointed as the school auditors.

Moved Andrew/Tavita Seconded. AGREED

It was suggested that the Proprietors include the Leaders of Learning / teachers in discussions regarding the property, depending on what options are open.

A question was raised asking if the deck outside Tui is an option for action immediately. If the cost is more than \$5000, the request is a Proprietor issue; if it's less than \$5000 then the school can follow up. It was pointed out that the more urgent issue is wiring which will cost in the region of \$50 000.

Andrew and Sandra will discuss the possibility of the decking area outside Tui to be covered and fenced and report at the next meeting.

It was moved that the February Finance Report be accepted with thanks.

Moved Alan/Sandra Seconded. AGREED

8. Proprietor Update on land and buildings

The proprietors continue to consider this major change in a positive direction to ensure that there is good space and are working on a plan regarding how to resource and manage the increase in roll.

9. Board Feedback on Meeting the Staff

Board members agreed that it was really good to connect with the staff and get to know them. It was suggested gathering at a future date and on a more regular basis, maybe once a term. There were good conversations and it was a positive time. Vicki said the staff appreciated meeting the board. Andrew to arrange a date for the Board members to meet staff on a Friday lunchtime next term.

10. Complete the AIS Survey

For Boards and Proprietors <https://forms.gle/3xHvA2VdjBVkfSyw9>

Mark Larsen & Eoin Crosby requested that the Board do this together before the SC review on May 8, 9. Sandra will connect (send an email) with Allan and Andrew to schedule a ZOOM time for the three of them to complete the survey together at the beginning of May.

11. Inward Correspondence

NZ Star

12. Future Business

Non-Christian students

A question was raised regarding how we decide which Non-Pref students to accept. We are allowed 5% non-Christian students. All applicants are interviewed. At the interview it is emphasized that we are a totally committed Christian school and the children may become Christians. Christian families definitely get preference now that we are so limited for numbers and space.

Staff

Sandra has applied for more staff funding as we are funded for 279 and we start Term 2 with 285 students.

Health and Safety/Security

It was mentioned that it was good to see the Emergency Report. It is reassuring to see and be kept aware of security for the children, given the sad events happening around the country/world. Sandra and Gael will have a discussion to see how the Board can cover keeping up with Health and Safety and security.

Andrew closed the meeting with prayer at 8.50pm.

13. Next meeting – 23 May. Michael on devotions

Signed as a true and accurate record:

Approved:

Andrew Coombridge

25.05.2023

Presiding Member

Date