

Minutes of Meeting
Tuesday, 20 June 2023
63 St Georges Rd, Avondale
at 6.45pm in the library



**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

Apologies: None

- 1. Welcome** – Andrew welcomed everyone to the meeting.
- 2. Devotion** – Aron led us in our devotions. Micah 6:8 (NIV) “He has shown you, O mortal, what is good. And what does the LORD require of you? To act justly and to love mercy and to walk humbly with your God.” Aron shared that this is a scripture that we can use to check that we are on the right path. As a sworn member of NZ Police, Aron feels he must hold himself to a higher standard. God has shown such mercy and he feels led to extend mercy to others. Walking humbly speaks of our relationship with the Lord and with others, walking in the cool of the day with God. Aron sees the Board as almost like a little police station; being accountable for the governance of the school. Acting justly – we are responsible for almost 300 students and are called to make the most of the opportunities we are given, to serve the school and ensure that the children’s education is Christ centred, honouring the teachers and management as the engine room of the school and serving God in that way. Decisions that are made are huge and we lean on God, grateful for what we have and what he brings in the future. Walk humbly with our God is a timely reminder that God is always with us as a Board, and we are to lean on him for His guidance. Aron concluded his devotions with prayer.
- 3. Wai Learning Area Report – Nicola** taken as read - Nicola spoke to her report and summarised her data. Wai team consists of Charmaine, Sarah, and Nicola. Just under half of Wai students are ESOL. The highlight for their team is the assembly every Monday where the memory verse is scrutinized and placed in context. Attendance, punctuality, and learning levels have been impacted by Covid. Positive news is that some students have managed full attendance, or over 95% attendance. The issues related to learning levels are recognized and being dealt with and a new programme is being trialled. There was general discussion, questions, and answers. Some students who are struggling have learning needs but overall, those who are struggling appear to be wearing a cumulative affect from the initial problem of missing learning during Covid. Students notice and identify how Scripture relates to our Jireh motto: God is our Provider. Students pray for each other, and some who were initially hesitant to do so are now growing in confidence as the year progresses. Over time Nicola would like more literacy resources for the reading programme and physical space for teachers to work in. More Teacher Aide support would be most helpful as Teacher Aides work one on one, and it would be amazing to have more of that ‘one on one’ help. Nicola was thanked for presenting her report and given a small gift.
- 4. Confirmation of Minutes** – taken as read. The minutes of 25 May 2023 were approved.

Moved Andrew. AGREED

5. Matters Arising from Minutes & Action List

- Update on small temporary space. Allan is away on leave. Sandra will follow up when he returns during the next few days.
- Allan will follow up regarding the Statement of Faith with NZCPT and will report at the next meeting.
- Gael is in conversation with Allan and Philip Mark regarding policies and the sub-committee will be updated. Further update is coming up later in the meeting.
- Maintenance man to price putting a deck around Tui.
- Action Plan please may this be recorded in the body of the email/separate – easier to follow.
- Enrolment Scheme will be discussed later in the meeting.

6. Conflicts of Interest

No new conflicts of interest.

7. Policies

Policy sub-committee meeting update - Gael said the meeting was helpful. It is the Policy sub-committee's recommendation not to go with SchoolDocs. The way forward might include reading policies from other Christian schools and using the Catholic Education Office policy framework online. A day has been set next week to go through our policies and the Catholic free online framework to compare them. All Policy sub-committee members have it on their agenda, if there are any changes legally, they will notify each other and the Board. The Board will need to read and review whatever the sub-committee finds.

Sandra said all our policies have been removed from the website, except Complaints and Child Protection, with a notice that our policies are under review and copies of any policy are available at the school office. Code of Conduct the Ministry of Education Code of Conduct applies to all schools from tomorrow. Gael said we must read and be aware, whether you will sign or not. We are all legally bound by this Code of Conduct.

8. Enrolment Scheme - a draft copy of the enrolment scheme was tabled and taken as read.

We are only a few students under our cap.

Priorities were discussed. The Ministry of Education requires we cater for our local area. The home zone must be given priority. We prefer a smaller zone which means we then have the ability to prioritise preference students.

It was suggested that we set an enrolment date either once a year, or one each term. The date would need to be published two terms in advance. Enrolments must be in by that date. Then the prioritisations are worked through. It is likely there will be too many students for the available spaces. The numbers will be worked out to manage year levels throughout the school.

Sandra has read the Ministry guidelines for enrolment schemes for state integrated schools. The template has some good wording that we can use.

There needs to be some further discussion regarding Y7 being an entry point and possibly pre-determined maximum year levels. Changes need to be made to the draft enrolment scheme including enrolment days, with the date the Board will publicise and advise the likely number of spaces available. The scheme will then be submitted to the Ministry, after which the Board adopts the scheme, publishes it with a 3-month date in advance when it comes into effect (hopefully by the end of the year).

The Board can then decide if they want to save some spaces for last minute applicants. A wait list will have to be drawn up and prioritised. A wait list must be available for public view on request. Numbers of Pref/Non-Pref and waitlist applicants are included in Sandra's report.

There was general discussion about the enrolment policy - current and proposed. The Board recommended we do not accept any more enrolments until more spaces become open.

The Board will play a supporting role to the management decisions. It is empowering to have the strategic discussions/thoughts and thinking about the future.

9. Reports

Principal's Report – taken as read.

- Vicki noticed that the latest ERO report is not on our website, currently showing the 2019 report. Sandra will ask Sarah to upload the most recent one.
- Siblings of Non-Pref children cannot be accepted any more.
- New class for New Entrants. The prefab has not arrived, it is due to be ready to use late August. Rolene (Accounts) and Maliah (Acting Deputy Principal) will move into Vicki's office, Vicki (Acting Principal) will move to Sandra's office. The Accounts Office will be converted into the new entrant class until the prefab arrives.

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

Moved Andrew. AGREED

Finance & Property Report

Allan said financial statements are strong, and the financial perspective is good. The sub-committee has not felt the need to meet as regularly as in the past. When there is a purpose, they will meet. Figures are presented to the Board monthly and all members review them and are expected to raise any questions at the Board meeting.

Some discussion around possible spending options. Sandra and Vicki will have a discussion. Vicki will speak at the next Board meeting regarding possible spending options/resources/teacher aides.

The sub-committee will meet to look at investing what has not been invested and not spent and report at the next meeting.

It was moved that the May monthly report be received.

Moved Allan / Amrita Seconded. AGREED

10. Data – taken as read

Curriculum levels Term 2

No major changes. The plan of action talks about the country wide major issue of attendance and how that affects learning. Sandra will work around visiting families and following up. There may be a correlation between children not showing up and financial debt. The Ministry of Education have an organisation that may help.

The Board requested specific attendance data to clarify the attendance problem and what is the plan to deal with it. Sandra will investigate what other schools do and come back with actual numbers and an action plan.

Some suggestions included hiring a part-time social worker or truancy officer to invest in relationships with families.

It was pointed out that the area of greatest concern involves only 14 students but the small numbers make the percentages look a lot higher. In future, it was requested that the report show actual numbers instead of percentages.

11. Staff Wellbeing - taken as read.

A request for more teacher aides came up in this survey. There were no surprises in the survey.

12. Community Consultation – Health and PE Curriculum

Every 2 years we are required by law to do community consultation. A survey for parent consultation has been drawn up.

The Board was asked if they were happy with the survey being sent out as is or whether changes needed to be made.

Once the survey is completed, it gives the school direction around the Health and PE curriculum statement and the priorities parents want to be included.

The Board would like some way of ensuring that only parents of our students complete the survey.

Sandra will add a space for the parent's name to be on the survey and investigate some way in which the survey link cannot be forwarded to people outside the community.

It was suggested that year levels on certain questions be removed and that a link for the whole curriculum is sent with the survey. Sandra will liaise with Jacquie and Philip Mark regarding special character criteria.

13. Inward Correspondence

STA News – May

14. Future Business

- The need for two additional prefabs for 2024. Sandra found a place that makes prefabs. New ones might be available from another school as their new build is completed and two new prefabs are being built by Keith Hay for another school. It is difficult to acquire new prefabs. Allan is working on 3 prefabs, but finding the units is an issue.
- Rolene's mother passed away. Rolene has been overseas but returns to school on Thursday.
- Mihi Whakatau for term 3 will be held on Monday 17th July at 10am. Amrita will attend and Tavita if he is free.

Michael prayed for Sandra, it being her last meeting before her sabbatical.

Next meeting – 1 August. Amrita on devotions

Andrew closed the meeting with prayer at 9.10pm

Signed as a true and accurate record:

Approved: *Andrew Coombridge*

Presiding Member

1/8/23

Date