

Minutes of Meeting
Tuesday, 19 September 2023
63 St Georges Rd, Avondale
at 6.45pm in the library



**THE BOARD OF
JIREH CHRISTIAN SCHOOL 2023**

Attending: Michael Causley, Andrew Coombridge, Gael Goulter, Vicki Morris, Amrita Sadanand, Aron Singh.
Tavita Fesolai (via Zoom)
Apologies: Allan Bates

1. **Welcome** – Andrew welcomed everyone and prayed to open the meeting.
2. **Devotion** – Gael opened with reading Ezekiel 37:1-14 and mentioned four things that she feels we can take from this text:
 - a. God asked of the prophet, “Can these bones live?” Elijah replied, “Lord God, only you know.” Accept that we are limited by what we can see compared to what God can see.
 - b. The Israelites talked about their bones being dry and their hope having perished but God replies He is their hope. When we see no hope, we can remember that we have a God who is above the impossible, and we should draw near to Him in those times.
 - c. God brings the dead back to life (vs 10). For those who do not know Christ, God has the ability to bring them to life. They need God to breathe life into them.
 - d. God didn’t need anyone, but He used the prophet to prophesy death, then life. He chooses to use us. We are his tools in the world, and we have a role to play. It is a daunting task but an empowering one. She then prayed.
3. **Confirmation of Minutes** – taken as read.
The minutes of 1 August 2023 were approved as a true and accurate record. **Moved Andrew. AGREED**
4. **Matters Arising from Minutes & Action List**
 - Attendance issue – Sandra and Vicki are still working on this.
 - Staff Wish List – Maliah and Sarah G are still working on this.
 - Funding proposal to be done for possible future Teacher Aides – Vicki and Sandra need to work on this together, so it hasn’t been done yet.
 - Letter of response to Teangi’s resignation – Done.
 - Draw up a proposal regarding upgrading the school van – Maliah was tasked with this – not done yet.
 - Request to Proprietor to put in a shower if a new toilet block is being put in – Andrew said a toilet block will go in and he believes there is provision for a shower.
5. **Conflicts of Interest**
Proprietor Representative Michael Causley has a conflict with regard to the SNUP Wiring Proposal (to be discussed later in the meeting)
6. **Report on Learning Support across the School** – taken as read
The number of ESOL students was a surprise to some. Vicki said that these figures are in line with most schools in Auckland. She also pointed out that they are not evenly spread across the school, so some classes only have a few but others have high numbers. Vicki was asked how high ESOL numbers affects the overall teaching of the classroom. Her response was that the pace of learning is affected. She also said that we have a strong ESOL Department and are well served in this area with good funding. Further funding will be needed from the Board for teacher aides as next year there will be a pedagogical shift around reading and teacher aides will need extra training in that area. Issues with dysregulated children arise at least a couple of times a week. There are different strategies that need to be put in play and these have been discussed with the staff. Some of these students have a general teacher aide. This is an emotionally draining issue for the teachers and the best support we can give is to have another adult in the room.

Accepted with Thanks

7. Reports

Acting Principal's Report – taken as read.

- **Marketing/newsletter refresh** – The role of the Board on this issue is around marketing awareness. We are trying to get people to read newsletters and notices as the number of parents that come to the office asking for information that is already on so many platforms is high. The following suggestions were made:
 - Stick to one newsletter a fortnight and reminders in between could go via class dojo, facebook, etc?
 - Trying to get more community engagement from parents through the Parents' Association may help them to feel more part of the school community and therefore more willing to read notices.
 - Less is better is one philosophy.
 - Try doing a Principal's blog/video clip for important items?
 - A Digital noticeboard at school entrances?
 - Take time to try different options to see which are the most effective.
 - Some teachers insert a link to the newsletter on Class Dojo which may be something others could also do.

**It was moved that we go into Committee to discuss a disciplinary issue at 7.40pm. Andrew / Vicki AGREED
The Board came out of committee at 8.04pm.**

- **Enrolment update through to the end of 2024** – Enrolments are at 298 for the end of next year. Non-prefs are still going up at the beginning of 2024 but they stay the same for the whole year. These were students/siblings who were accepted prior to our conversation around this issue.
- **Plan to reduce the number of non-prefs** – Philip Mark meet with Andrew and Vicki in regards to this matter. We will be over 5% for the whole of next year and Philip Mark does not want to apply for roll growth while we are above 5%. There are children of non-pref families that we know will be affected as their siblings won't be enrolled. Michael would like to discuss this issue with Philip Mark and the Board were happy for him to do this. We could look at more school initiatives that are centred around bringing the gospel to these families. As it was agreed that further building, beyond what is already in the pipeline, won't happen next year, the roll growth application could wait.
- **SNUP Wiring proposal from KWT** – Andrew gave the history around this issue and spoke to the proposal from KWT which was then discussed. KWT will allow for a 10% increase in costings, and they are suggesting that they contribute 60% with JCS paying 40%. Provision for the new classrooms needs to be included in a new wiring quote. Gael and Tavita would like more information as this is a proprietor's expense. It was agreed that the Finance sub-committee should request further information on funds held by KWT for JCS, and 2023 expenses to date.

It was moved that, in principle, we are happy to contribute and be part of the cost sharing, to a maximum of \$22,000 + GST, subject to the updated quotes. Moved Andrew / Amrita Seconded. AGREED (Michael Abstained)

- **Enrolment Scheme** – Vicki had a phone call today from Tariq Shah, at the Ministry of Education, regarding this. He suggested that a meeting with the Board, Proprietor and the Principal will need to take place. They (MOE) are on to it. Vicki also mentioned that the priorities set in place are still being used as a way of prioritising the waitlist.

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

Moved VICKI / Michael seconded AGREED

Finance & Property Update

- We continue to be in a strong financial position and are well within budget. The sub-committee is happy for further spending to be done as a result of prioritising the staff wish list. The Finance sub-committee is happy for the Presiding Member to sign the Useful Life of Assets 2023 document that has come from CESSL.
- Tavita Fesolai has been appointed the Chair of the Finance sub-committee.

It was moved that the July monthly report be received.

Moved Amrita / Michael Seconded. AGREED

It was moved that the Fixed Asset Register Review/Stocktake for 2023 Year be accepted and the Resolution by the Board of Trustees Useful Life of Assets 2023 be signed by the Presiding Member.

Moved Amrita / Michael Seconded. AGREED

Property – Andrew reported that the lease is the closest it's ever been to being signed.

Update on the buildings – A document showing the layout and possible position of the new classrooms was shown to the Board. A Council submission will go in for all 3. Once approved, the plan would be for the two buildings to be put on-site straight away with the toilet block coming later. There is an issue that the classroom straddles the boundary so it may need to move from where they are planning to put it. The Consent Application still hasn't gone in, but Allan Grav is aware that it needs to go in as soon as possible. If we have these two rooms (the original relocatable and the Keith Hay double classroom), we will have what we need for the start of 2024 only.

Andrew also proposed that the Board get together with the Kingsway Trust (Philip Mark, Allan Grav, Allan Bates), the Principal and Deputy Principal and an Architect so that we can have a serious discussion about the 10-year plan for Jireh Christian School. If the parties listed are all together to brainstorm, then the architect could draw up a draft plan. Being able to put forward a plan of what the school is going to look like would be something the parents could get behind. One suggestion was that we wait until the lease is actually signed and we can apply for a roll increase so we have more certainty. It was agreed that this would only be worth it, if we come out of it with an Action Plan and that may mean getting commitment from the Kingsway Trust about where they see Jireh being in 10 years. In principle, everyone is in favour of this proposal.

8. Wishlist Responses – work in process

9. Term dates for 2024 – Board approval required

It was moved that the 2024 term dates as set out on the tabled schedule be approved.

Moved Gael / Aron Seconded AGREED

10. Inward Correspondence – taken as read

NZSTA News – July & August issues

Letter from Philip Mark Bradley regarding Preference Enrolment Definitions.

It was moved that the Presiding Member reply to Philip Mark Bradley stating that the Board is in agreement with the definitions listed.

Moved Andrew AGREED

11. Future Business

- Board Dinner Date – This month is the 1st anniversary for this Board. It was suggested that we have a dinner together before the next meeting on 17 October. This was agreed to.
- Term 4 staff lunch date – still to be set.
- Reflections on AIS Conference – ERO, legal considerations, etc. – still to be done.
- 10 Year Property Plan – discussed above
- Strategic Plan – set date – still to be done.
- Principal's Growth Cycle Progress – still to be done.

Next meeting – 17 October. Allan on devotions

Andrew closed the meeting with prayer at 9.18pm

Signed as a true and accurate record:

Approved: *Andrew Coombridge*

Presiding Member

17.10.23

Date