

Minutes of Meeting
Tuesday, 20 February 2024
63 St Georges Rd, Avondale
at 6.45pm at the school



**THE BOARD OF
JIREH CHRISTIAN SCHOOL 2024**

Attending: Sandra Bosman, Andrew Coombridge, Tavita Fesolai, Vicki Morris, Amrita Sadanand, Aron Singh.
Allan Bates via zoom.

Apologies: Gael Goulter

1. **Welcome** – Andrew welcomed everyone to the meeting.
2. **Devotion** – Tavita opened the meeting with a devotion on Being Prepared. The saying ‘All good things come to those who wait’ could be ‘All good things come to those who prepare’. There are many examples in the Bible where God prepares people for a task before they actually fulfil it, eg. the story in 2 Kings 3:16ff. God had the people dig a ditch that he then filled with water. Think of Moses and how God prepared him for his task to lead the people of Israel. When we’re not prepared things don’t happen. We have to know the cost of our calling and prepare for it. Proverbs 24:3,4 says “Through wisdom a house is built, and by understanding it is established. And by knowledge the rooms are filled with all precious and pleasant riches.” Our job is to prepare for the things that God is going to do. As Board members we need to ask God what he would have us do in this season and be prepared to carry out His plans. He then prayed to open the meeting.
3. **Election of Presiding Member**
The Secretary called for nominations for Presiding Member
Tavita, seconded by Aron, nominated Andrew Coombridge to continue as Presiding Member. No further nominations were received and Andrew Coombridge was unanimously voted to the position of Presiding Member.
The Secretary called for nominations for Acting Presiding Member
Amrita, seconded by Tavita, nominated Gael Goulter to continue as Acting Presiding Member. No further nominations were received and Gael Goulter was unanimously voted to the position of Acting Presiding Member.
4. **Code of Conduct**
This document was signed by all Board members that were present.
5. **Mission Trip to Samoa** – tabled paper taken as read
Sandra introduced Ruth who has offered to run Jireh’s very first mission trip. Ruth talked about her involvement with missions and about her vision to take a group of Intermediate children to Samoa. The process will be that a letter of interest is sent out to parents and a meeting will be organised. The trip will be held in the school holidays, straight after Sports Camp. There are 58 intermediate students but a minimum of 12/13 and a maximum of 18 will go on the trip. RAMS forms and any other documentation that is necessary will be completed. Sandra will go as well as one other staff member and at least one parent.
Sandra moved that the Board approve, in principle, that a group of children (up to 20) go on a Mission Trip to Samoa for 8 nights.
Moved Sandra / Andrew Seconded AGREED
6. **Confirmation of Minutes** – taken as read.
The minutes of 28 November 2023 were approved as a true and accurate record.
Moved Andrew / Sandra seconded AGREED
7. **Matters Arising from Minutes & Action List**
 - Bringing a small cabin on site – on the agenda for tonight
 - Funding proposal for possible future teacher aides – some extra hours were included for last year but Vicki will still put forward a proposal for those not yet covered.
 - Purchase a second van – Maliah still looking into this.
 - PGC and possibility of Appraisal every 2 years – Andrew and Sandra are still to meet to discuss this.

- Information about how money can be spent – Sandra and Tavita have discussed this and are clear on what the Proprietor can do and what the School can do. Capital Works is a Proprietor cost while the Board is responsible for routine maintenance and property expenses. Take off Action List.

8. Conflicts of Interest

No conflicts of interest.

9. Missions Trip to Samoa – done earlier

10. Policies – All Policies to review taken as read

Andrew extended the thanks of the Board to the Policy sub-cmte for their work in preparing these policies over the holidays.

The Policies needing approval tonight are only the ones that didn't need to go to the Lawyer.

There have been quite a few changes. The NZSTA website policies have been used as a template to make sure everything is covered and changes in legislation have been taken into account.

See separate sheet for Policies that were approved and those needing further action.

11. Briefing Paper on acquiring a cabin

Allan spoke to this and stated that it is the responsibility of the Proprietor to come up with a solution for temporary accommodation and they should pay for it. Sandra is to action this with NZCPT. This is to enable an existing classroom to be made the correct size by breaking down a wall and including the office space. We are also in need of a more long-term solution.

12. Reports

Principal Principal's Report – taken as read.

- Wiring - Philip Mark informed Sandra that this has now been approved and he will action this. The company being used is Orcon.
- The waiting list has increased again since this report was submitted. Another 3 families will be interviewed next week and there are more to follow. We cannot apply for a roll increase until more buildings are on-site to house the increase. There needs to be a clear plan about how we will cope with the roll increase when it happens.
- Vicki is to take Michael's turn for devotions on 21 May.

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

Moved Sandra / Allan Seconded AGREED

Finance & Property Update and 2024 Draft Budget – taken as read

- 2023 finished on a positive note. Term Deposit rates are better at present so renewals will be at a better rate.

It was moved that the November finance report be accepted.

Moved Tavita / Amrita Seconded AGREED

13. Inward Correspondence – taken as read

- NZSTA News – November/December 2023 was included with the Board papers.
- A resignation letter was tabled from Michael Causley. Allan suggested that we thank Michael for his contribution as he has gone above and beyond in various roles. Sandra and Andrew have both already written emails but perhaps a gift can be purchased as well as mention of his work for the school and resignation could be made in the school newsletter. Sandra will action this and let the Board know what she is planning to do. The Proprietor is able to appoint up to 4 members but they have confidence in the current Board and are happy not to appoint another member at this stage.

14. Future Business

There was a question around Staff/Board lunches being held each term this year. The Staff Representative felt that these lunches are appreciated and valued by the staff and shouldn't be stopped altogether. It was agreed that we need to pick another day due to Friday lunchtime being shorter and perhaps only hold them in Terms 2 and 3. Vicki to pick a few dates and WhatsApp the Board. Andrew will organise the food.

Next meeting – 26 March 2024 Aron on devotions.

Andrew closed the meeting with prayer at 8.55pm

Signed as a true and accurate record:

Approved: *A Coombridge*
Presiding Member

26.3.24
Date