

**Minutes of Meeting**  
Tuesday, 18 February 2025  
63 St Georges Rd, Avondale  
at 6.45pm at the school



**THE BOARD OF  
JIREH CHRISTIAN SCHOOL 2025**

**Attending:** Sandra Bosman, Andrew Coombridge, Tavita Fesolai, Gael Goulter, James Kimber, Vicki Morris, Amrita Sadanand, Shihan Sappideen

**Apologies:**

1. **Welcome** – Andrew welcomed everyone to the meeting and prayed to open.
2. **Devotion** – James opened the meeting with a devotion based on the story of Mary and Martha. Mary was caught up listening to Jesus words, which Jesus said was better, and Martha was distracted (over occupied, pulled away) by many things she felt were more important. Martha wasn't looking at Jesus and He said she was worried (pulled in opposite directions, divided into parts) and upset (uproar, tumult, emotions spun out of control). Upset used in other places in the Bible indicates just how upset she was! It is worth noting that adversity is outside pressure, but worry is what we do to ourselves. Adversity is inevitable but worry is optional. Ps 27:4 – 6 depicts what Mary chose to do. With everything that we need to consider this year we need to commit ourselves anew to God's Word, bookending each day with the Word of God so we are anchored in unchanging principles. James encouraged us all "to dwell in His presence, gaze on His beauty and seek Him in His temple." Let us not get distracted, but let us sit at His feet, listen to His Word and live by every word that comes from His mouth. He then prayed.
3. **Selection of a new Board member** –  
Shihan left the meeting while this vote took place.  
**It was moved that Shihan Sappideen, having met the Eligibility criteria, be selected onto the Board as a parent representative in accordance with the selection process.** **Moved Andrew / AGREED**  
Shihan returned to the meeting and was formally welcomed on to the Board.
4. **Confirmation of Minutes** – taken as read.  
The minutes of 26 November 2024 were approved as a true and accurate record.  
**Moved Andrew / AGREED**
5. **Matters Arising from Minutes & Action List**
  - AI Policy – In Progress. Sandra will be attending a session on this topic in the USA and will work on it after that.
  - Cola Canopy – still blocked
  - Principal's Appraisal – Mark Larsen has been approached and is keen to move forward with this. Andrew, Sandra and Mark will discuss what this will look like and report back to the Board.
  - NZSTA have recently sought responses on two contentious issues: the Treaty Principles Bill and Covid-19. There was a discussion about whether or not it is appropriate for NZSTA to be advocating on issues that may or may not be directly relevant to education. The Board felt that generally individual board members are free to respond to NZSTA in their individual capacities. Should a future survey pertain to issues that directly impact on the School's special character, the Board may wish to make a submission in its collective capacity.
6. **Conflicts of Interest**  
No new conflicts of interest.
7. **Policies** –  
These two Policies were looked at again by the Policy sub-committee -  
**Board Members Code of Conduct** – no substantive changes. The only change was a paragraph that was repeated relating to special character so one instance was deleted.  
**Delegation of Authority** – no substantive changes, just grammatical errors (paragraph spacing, full stops, layout).  
Going forward, the sub-committee use tracked changes so that they are clear.

**It was moved that the amended versions of the Code of Conduct and Delegation of Authority Policies be accepted.**  
**Moved Gael / Vicki Seconded AGREED**

## **8. Reports**

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

- The PD held on Monday regarding the Maths Curriculum was excellent. There are two PD days this year and two next year.
- The Literacy team are working on the Literacy curriculum and Maliah is working on the Maths curriculum to make sure they align with the Ministry of Education's requirements. Prime Maths aligns very well with the new curriculum and is one of 4 that have been approved by the Ministry. Maliah is just double checking that everything is covered.
- The holdup with the mud kitchen playground just seems to be manpower at this stage.
- The Makerspace shed will go up soon. The wooden platform is done and the shed just needs to be put in place.
- The two new teachers are doing well and we are blessed to have them. They are beginner teachers (BT) so there is a lot to learn but they are exactly where Vicki would expect them to be. The Special Character of Jireh Christian School also forms part of the mentoring process.

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

**Moved Sandra / Amrita Seconded AGREED**

**Finance & Property Update** – taken as read

- **Amended 2025 Budget**

Three changes were made from the previously approved budget - Learning Support/Teacher Aide hours increased, more hours have been allocated under admin for the Office Administrator and due to previously installed air conditioning units needing maintenance the budgeted amount for that has increased.

**It was moved that the Amended 2025 Budget be accepted.**

**Moved Tavita / James Seconded AGREED**

- **Report up to the end of December 2024.**

A deficit was budgeted for but we ended up with a surplus. This was due to extra income that was received and savings in our expenses.

There was a query about income and expenditure relating to activity costs. This would most likely be due to some expenses that haven't been paid yet. Sandra will investigate and report back.

**It was moved that the Finance Report for December 2024 be approved.**

**Moved Tavita / Amrita Seconded AGREED**

- **SAARC (School Annual Accrual Report Certification) needs to be signed.**

This document states that if a mistake is made with funding and a school is overpaid the school must return the funds.

**The document was signed at the end of the meeting.**

- **Property –**

Nothing has really progressed from our last meeting. The hold up is that the Engineers Report regarding the flood plain needs to be rewritten before being presented to Council. The Trust is still waiting for this report. James will endeavour to link Shihan with Philip Mark and Alan Grave to see if he can be of assistance in dealing with this matter. It was once again stressed that this matter is of the utmost importance as it is also holding up the roll increase. A formal update from KWT would be appreciated by the Board. James will talk with the Trust and try and organise a formal update with a Gantt chart for these projects.

## **9. Inward Correspondence** – taken as read

- NZSTA News – October and November/December 2024 was included with the Board papers.
- A Call to Distinctive Governance Through God's Word - CEO-NZCPT

## **10. Future Business**

**Next meeting – 25 March. Sandra on devotions.**

Andrew closed the meeting with prayer at 8.20pm

Signed as a true and accurate record:

Approved: *Andrew Coombridge*  
Presiding Member

*25.3.25*  
Date