

CONFIRMED MINUTES

BOT MEETING 28 JUNE 2021



At the **BOT Meeting 2 August 2021** on **2 Aug 2021** these minutes were **confirmed as presented**.

Name:	KingsWay School Board of Trustees
Date:	Monday, 28 June 2021
Time:	6:30 pm to 9:00 pm
Location:	Senior Campus Staff Room , 100 Jelas Road, Red Beach
Board Members:	Amira McMurray, Bevan Beattie, Cushla Shepherd, Graeme Budler, James Kimber, Macy Taylor, Peter Wilding , Pierre Barnard, Raelene Beguely, Ursula Elisara, Warren Peat
Attendees:	Allan Bates, Colette Budler , Cynthia Venter, Gina Schutte, Jonathan Price
Apologies:	Chris Martin
Guests/Notes:	Matt Harris, Colin Thomson

1. Opening Meeting

1.1 Devotions

Pierre Barnard shared from 'God is One God' by Rod Thompson – how God wants us to live in community.

From Ephesians Paul speaks to Christians praising God and praying for them.

The author reflects on how we apply this to 21st Century educators. How we are responsible for teaching and assisting communities/students to develop spiritual disciplines, face challenges, solve problems and see opportunities to lead. How they should not fit into the world but lead and become the power of the gospel of Jesus Christ.

Paul's petition and prayer draws attention to 5 features:

- 1) Foundation of thanksgiving
- 2) Dependency on God
- 3) Transformation of heart
- 4) Content of knowledge
- 5) Foundation of the gospel.

The significance of prayer and the understanding that knowledge cannot be reduced to the mere acquisition of facts and skills – knowledge brings responsibility and call to obey the Word of the Lord.

Final story of the WWII reporter in 1945 witnessing one village in Okinawa that stood out as a beacon of hope.

A Christian missionary arrived there 30 years before the war and led 2 elderly townsfolk to Christ and left them with a Japanese Bible. This transformed the entire village – no despair, hope, smiles

and proud dignified people. They were happy to show off their diamond, in the midst of the despair in Japan.

1.2 Meeting Admin

BOT Meeting 24 May 2021 24 May 2021, the minutes were confirmed as presented.

Conflict of Interest: James Kimber has joined the KingsWay Trust.

Other news: Allan shared that he will be resigning from the KingsWay School Board. Allan is the Chair of the KWT, and on the Jireh Board.

Warren has two eligible candidates willing to replace him. Allan intends to still attend the Board meetings as a parent visitor, as and when his schedule permits.



The Board approved the In-Committee Meeting Minutes dated 24 May 2021

The Board agrees that the In-Committee Meeting Minutes are a true and fair reflection.

Decision Date: 28 Jun 2021
Mover: Bevan Beattie
Seconder: Amira McMurray
Outcome: Approved

2. Matters Arising

2.1 Action Points from last meeting

Due Date	Action Title	Owner
21 Sep 2020	The A&RC are to update the BOT Policy and include the above motions Status: In Progress	Ursula Elisara
29 Mar 2021	Create policy to review all major capital works projects Status: In Progress	James Kimber
31 May 2021	Audit Report - FAPC to advise the Board the outcome of the Fixed Asset Register action point Status: Completed on 22 Jun 2021	James Kimber
31 May 2021	BOT self-evaluation Status: In Progress	Ursula Elisara
22 Jun 2021	Graeme and Peter to write a proposal on a Maori representative for the Board to consider. Status: Completed on 22 Jun 2021	Peter Wilding
28 Jun 2021	Respond to Jan Porter's letter Status: Completed on 1 Jun 2021	Peter Wilding

3. Curriculum Reports (NAG 1)

3.1 Senior School Annual NEG Report & NCEA Results

Senior School Annual NEG Report circulated and taken as read. Colin Thomson & Matt Harris (Assistant Heads of Senior School) are in attendance to answer any questions. Apologies from Daniel Bennett (Head of Senior School).

Whilst there was significant strain and stress as a result of Covid-19, overall, students and staff were very resilient, and we saw the strongest NCEA results ever recorded. We believe one of the main reasons for our outstanding results was the delivery of online learning. We were extremely

fortunate to be adequately prepared for lockdown from a technological point of view and although this necessitated many adapted plans and programmes, the results speak for themselves.

Teachers did exceptionally well staying connected with students and staff.

Questions from the Board:

- Regarding a point in "Weaknesses" - Staffing expertise for certain roles/positions relying on one staff member, for example when a staff member leaves the knowledge that goes with them. Is there a strategy? Colette together with HOSs are aware and started moving teachers to save their work in a central place on sharepoint to make sure all work is visible. This has helped collaborative teaching and done away with previous silos.
- Noticed an increase in Gateway students - what is the reason? It is a good option for struggling students to help them get across the line. Some students have identified that there are easier pathways to gain credits. But mostly it is ideal for students who want to go into trades but still complete Year 13. Positive employment outcomes noted for many who have completed Gateway.
- It was suggested we survey alumni to get feedback on how to better prepare them for Uni. We have been trying to tap into some past students and had a visitor speaker last week.

Peter thanked the ELT for such a glowing Special Character review feedback.

Amira prayed for the Senior School Leadership Team and Senior School staff.

6:55pm Colin & Matt left the meeting

4. Finance Report (NAG 4)

4.1 Finance

Finance Report and Final Audit Report circulated and taken as read. Gina Schutte is in attendance to answer any questions.

Results: The financial results as at end of May 2021 are within expectation. The entire budget will be reviewed at the end of June.

Fixed Asset Register: Action point is now closed. All IT equip (over \$1000) to be itemised

10YPP: Annual walk around of the property is on 5th Aug and report to follow.

New item: Request to get some painting done during the holidays - cost \$17,400 (incl GST) - so that the school looks good for 35th Anniversary in September. The FAPC have checked and asked for some assurances. We will be able to maintain our \$500 working capital threshold per student. The Budget review in July will result in some extra income. It's a release from future use funds.

Board accepts the Financial Report.

7:01pm Gina left the meeting.



The Board approves the request to advance \$17,500 from the 10YPP accrual for painting to buildings

The FAPC endorse this motion

Decision Date:	28 Jun 2021
Mover:	Bevan Beattie
Seconded:	James Kimber
Outcome:	Approved

5. Executive Principal's Report

5.1 Executive Principal's Report

Executive Principal's Report circulated and taken as read. NCEA Comparative Data Report circulated and taken as read.

- RSE paper has been deferred while KWT consult and work out a common position for all schools within the Trust.
- NCEA Comparative Data Report - no further comments from Colette, because the updates are negligible as it was updated by the MOE earlier than normal meaning the prior report was almost exact.
- Staffing - one teacher resignation in June.
- Policies & Procedures: The revised SchoolDocs policies are now published on the KingsWay website and open for consultation. The consultation phase will run for a month.
- Kumeū Christian School: Warren advised that the MOE do not want us to use the word 'school' because it does not have a school number, and is a satellite of ours. We can say "campus".
- New Website: The revamp of the KingsWay website is complete. Kumeu Christian School now features. The KCS page has a few accents missing from the word whānau. Cynthia to advise Louise. A Board member passed on a compliment from another school that we had "the most outstanding school website on the North Shore"
- Junior Secondary: We are at consultation stage with parents and wider community in Term 3.



Make community aware of Policies on the website in next Newsletter

New SchoolDocs policies are on our website and open to community consultation

Due Date: 9 Jul 2021
Owner: Graeme Budler



Peter and Graeme to look into solutions to the MOEs request not to use the word "school" for KCS

Peter and Graeme to look into solutions to the MOEs request not to use the word "school" for Kumeu Christian School

Due Date: 2 Aug 2021
Owner: Peter Wilding



Fix Accent typos on KCS page

KCS page has a few accents missing from the word whānau. Cynthia to advise Louise.

Due Date: 26 Jul 2021
Owner: Cynthia Venter

5.2 Personnel

Refer to Personnel section in Executive Principal's Report

No Permanent teaching positions for ratifying.

Numerous fixed-term teacher appointments and support staff appointments for info purposes only as per report circulated.

6. Discussion / Other Items

6.1 Timetable

New Timetable Report and video circulated and taken as read/watched. Jonathan Price in attendance to present.

Since 2011 there have been a number of investigations into how KingsWay could improve its timetable to better cater for student learning. The timetable presented had been constructed and considered by students and staff through an in-depth iterative process and has been built to allow flexibility to run a quality Christian education programme. There are no issues with MOE compliance.

Board feedback:

- School leadership congratulated for tackling a complex structure for improved student outcomes
- Communicate well to parents
- Board advised that the earlier finish on a Friday is **only** when we have a long weekend as is done currently.
- We have been able to claw back time by having longer periods of time/blocks. Which also allow for being able to do more in depth lessons without loss of time moving between classes.
- The Board Staff Rep relayed that the staff are looking forward to it.
- The new timetable also creates greater alignment between MS, JS and SS.

7:09pm Jonathan left the meeting

6.2 External Evaluation: English

English Evaluation Summary Report circulated and taken as read. Colette Budler in attendance to answer any questions.

The purpose of this review was to co-construct an evaluation of the current state of the English curriculum area, build internal capability in terms of robust school review, and to make recommendations for the future direction of English curriculum design and delivery. English faculty is a very high achieving faculty.

Colette Feedback to Board questions:

- Student voice - "negative attitude towards English" - this is largely because English is very assessment driven and not as much fun as some other subjects, so we are looking at how to keep it more interested. This includes wider choice of texts, choices in what and how they represent their learning, collaboration, assessment for learning, in order to be active and visible participants in their learning.
- Need to encourage students to engage in reading to help with their writing.
- External reviewers are asked to nit pick and be critical. The reviewer advised that there is not one school on the North Shore that is fully thriving in this area of the curriculum at senior level.
- The feedback from Alumni is that English at KWS equips them well to write essays and is therefore good preparation for uni.

6.3 Relationships and Sexuality update

Email from KingsWay Trust circulated and taken as read.

The KWT will formulate, on behalf of and in consultation with all of our schools, a document to address this issue.

The advantage is it forms a single position on the subject. There will be a similar process followed as was done with the Theological Framework development.

It will help Principals, Boards and teachers to explain where we sit on the topic.

6.4 Special Character Review Report

DRAFT Special Character Evaluation Report circulated and taken as read.

It is still in draft report to allow Board feedback. This is a glowing report, and the Board are incredibly pleased.

The Board passed the resolution that they had no further feedback for the review team and accepted the draft report.

The board will acknowledge the outcome and communicate our thankfulness to staff once a finalised version is released by the NZCPT.

6.5 Considering a Maori perspective in our Governance

Briefing Paper: Enabling a Maori Perspective in Governance, circulated and taken as read.

The Board discussed correspondence from Jan Porter at our May 2020 meeting regarding the input of Maori perspective at a board level. The board requested that the Executive Principal and Board Chair develop a proposal for the board to consider how this might be occur.

The Board discussed the various options.

- Jan Porter has an educational input and understand our Special Character as well bringing a Tikanga Māori perspective.
- Kirama Nathan is our contact from our local Marae as their Kaumatua.
- Our expectation is that Jan could bring a Maori perspective for KingsWay School governance rather than just KCS.

- It was agreed that Jan should be invited as a Maori advisor to all regular board meetings and be given speaking rights for bringing a Maori perspective. As the role is not a Proprietor appointment nor a parent elected position, this advisor role would not include voting privileges.
- It was agreed that she should receive a kōhā equivalent to other Board members.



Enabling a Maori Perspective in Governance

That the board agrees to inviting Jan Porter to permanently attend all Board meetings with automatic speaking rights, bringing a Tikanga Māori perspective on key matters of governance.

Decision Date:	28 Jun 2021
Mover:	Peter Wilding
Seconder:	Allan Bates
Outcome:	Approved

6.6 Minister's announcement of funding for intergrated schools

Correspondence from NZCEO APIS June Update circulated and taken as read.

APIS = Associated Proprietors of Integrated State Schools.

APIS lobbied for state integrated schools to receive the same funding as state schools for maintenance. Resulting in the budget announcement that state integrated schools would receive a one-off funding package for maintenance and upgrades totalling \$52.8 million dollars. These funds will be delivered in two tranches of \$26.4 million dollars. On face value, this funding package would appear to be equivalent to the funding package given to state schools in 2020 which is as important as the funds themselves. There is an expectation that all funds must be used within two years from the date of the budget. With that urgency in mind, we are asking our schools to start considering suitable capital maintenance projects and upgrades with their proprietor. The equivalent SIP funding delivered to the state schools was based on \$693 per student. You can use the 2020 July roll schools to calculate an approximate funding amount for your school – with a minimum payment of \$50,000 and a maximum payment of \$400,000. Note APIS has not yet had a meeting with the Ministry of Education nor signed any final agreement so we provide these details as a guide not an absolute.

This funding only applies for schools being in existence from 2015 and will be in place for the next five years, so unfortunately Jireh does not qualify.

This could be our opportunity to upgrade the astro turf.

Bigger picture is that rights for the State Integrated schools is to be the same as State schools.

6.7 In-Committee Item

8:01pm moved to In-Committee

8:07pm moved out of In-Committee

6.8 School Policies

Policies & Procedures: The revised SchoolDocs policies are now published on the KingsWay website and open for consultation. The consultation phase will run for a month.

The Board thanked Raelene and Ursula for all their hard work and commitment to seeing this through.

6.9 Returning Officer appoint -



Board approves the appointment of Claire Pearce as BOT Returning Officer

For the student representative elections in September 2021

Decision Date:	28 Jun 2021
Mover:	Warren Peat
Seconder:	Graeme Budler
Outcome:	Approved

Board Chair nominates Claire Pearce as Returning Officer for BOT Student Representative elections to be held September 2021.

7. Correspondence

7.1 Correspondence for KWS BOT - Important to read

Peter advised the Board that we have received a letter from a parent re Covid vaccinations in school, this was too late for this meeting and will be circulated and discussed at next meeting.

7.2 General Correspondence to all Boards

8. Close meeting

8.1 Close the meeting

Next meeting: No date for the next meeting has been set.

- Next meeting on Monday, 2 August 2021 – 6:30pm
- Next Devotions: Macy Taylor

Signature: _____

Date: _____