

CONFIRMED MINUTES

BOT MEETING - 27 FEBRUARY 2023



At the **BOT Meeting - 27 March 2023** on **27 Mar 2023** these minutes were **confirmed as presented**.

Name:	KingsWay School Board of Trustees
Date:	Monday, 27 February 2023
Time:	6:30 pm to 9:00 pm (NZDT)
Location:	Senior Campus Staff Room , 100 Jelas Road, Red Beach
Board Members:	Paul Claydon (Chair), Amira McMurray, Graeme Budler, Mrs Hayley Cross, James Kimber, Jordan Barley , Raelene Beguely, Karla de Wet , Philip Mark Bradley, Vanessa Gatman , Peter Wilding
Attendees:	Cynthia Venter, Yolind Strydom
Apologies:	Neels van Rensburg , Lisa Lambert , Chris Martin , Colette Budler

1. Opening Meeting

1.1 Devotions

Graeme shared a devotion on "Missing the Point"

He read Luke 14 - where Jesus healed on the sabbath. The Pharisees missed the whole point.

Graeme shared a story about a similar incident that happened on his youth mission trip, when he was young, and the two guitar players had an argument over who will lead the worship, and walked out.

Graeme quoted Allan Bates who says "Christian education is one of the strongest evangelical tools in the country". Therefore we need to ensure we are an effective Christian school. Graeme also referred to the reading enclosed in the Board Pack; Richard Edlin's "Core Beliefs and Values of a Christian Philosophy of Education".

Parents are the first primary educators especially in Christian education.

As a Board and leadership we cannot be swayed by sub-groups who listen to and are dictated to by parents.

Nurture at KingsWay School needs to be a fine balance as we need to allow the children to build resilience through mistakes or struggle.

Biblical World-View = authentically deal with scriptures with humility and teach our students to do the same. Living the Way and being salt and light.

Responsive discipleship = not de-compartmentalising education into boxes. Teacher bring Jesus into the classroom

Graeme opened the meeting in prayer.

1.2 Meeting Admin

BOT Meeting - 28 November 2022 28 Nov 2022, the minutes were confirmed as presented.

Year Start Admin:

Election Board Chair:

The BOT Secretary called for nominations for Board Chair. James Kimber nominated Paul Claydon. Graeme seconded and all trustees were unanimously in favour of re-appointing Paul. Paul accepted the Board Chair appointment.

The re-appointed Chair then called for nominations for Deputy Chair. Amira nominated Raelene Beguely as Deputy Chair. Hayley seconded and all trustees were unanimously in favour of her appointment. Raelene accepted the Deputy Chair appointment.

Conflict of Interest Declarations:

The register was circulated for updating, the changes will be shared at the next meeting.

Delegations of Authority:

The Board agreed for the delegations and sub-committees to continue as is, apart from the change of Chair for the Disciplinary Committee, which moved to Paul Claydon (now that Peter is no longer BOT Chair). Jordan Barley volunteered to be an additional member on the Disciplinary Committee in the event of a trustee not being available at short notice. The updated schedule will be shared at the next meeting.



The Board approved the In-Committee Minutes dated 28 November 2022, as presented

Moved by the Board Chair, all trustees in favour, carried.

Decision Date: 27 Feb 2023
Mover: Paul Claydon
Outcome: Approved

2. Matters Arising

2.1 Action Points from last meeting

Due Date	Action Title	Owner
28 Nov 2022	Student church attendance investigation following the student special character survey Status: In Progress	Colette Budler

3. School/Portfolio Reports

3.1 Confirm 2023 Charter & approve 2022 Annual School Report

The 2022 Annual School Report and 2023 Workplan was circulated as a link inside the Executive Principal's Report.

The Board were happy with both the Annual School Report and the Charter.



The Board approves the 2022 Annual School Report as presented

Moved by Board Chair, all trustees in favour, carried.

Decision Date: 27 Feb 2023
Mover: Paul Claydon
Outcome: Approved

4. Finance Report

4.1 Finance

Finance Report for month ending 31 December 2022 circulated and taken as read

These results will remain in draft form until the MOE finalises KingsWay's final salary adjustments in April 2023. Based on the information available at this time, it is expected that KingsWay will maintain a modest profit for the audited December 2022 results. We have consulted with our auditor on various aspects of the financial statements to ensure that the audited result align with school management's result.

KingsWay's Balance sheet for December 2022 is in line with December 2021 with the exception of \$182 000 LED liability which is included in Total Non Current Liabilities. All governance relating to this liability has been adequately addressed and the correct accounting treatment has been confirmed with the auditor. This is an interest free loan and is payable over 5 years. The remaining variance on other liabilities relates to substantially higher income received in advance from International students.

Once the MOE adjustments are finalised in April 2023 a full set of financial statements will be prepared.

A trustee queried the amount of leave that was required to sustain all the covid isolation. The MOE stopped their funding half way through and it did impact our finances. We managed to utilise all our over-allocated staff to cover classes.

Property - we were fortunate not to sustain much damage from the recent floods. The minor impact we received was mainly due to old, poor guttering and poor drainage in Te Kāinga area.

7:23pm Yolind left the meeting

5. Executive Principal's Report

5.1 Executive Principal's Report

Executive Principal's Report circulated and taken as read

Special Character - update on how we are equipping our teachers.

Roll Numbers - we continue to grow.

ERO update - there is a new way of doing things. They continue to meet with us. Every three months they meet with us and then release reports for each area checked.

PPTA - The Ministry of Education is in negotiation with PPTA members. The PPTA instructed its members not to entertain any relief cover that exceeds their allocated hours. This instruction does not impact KingsWay as we do not use staff in this capacity. The PPTA signalled strike action on 16 March if a resolution is not achieved. This means that KingsWay would need to close for instruction for Years 10-13 but could remain open for the rest of the school.

School closures - the recent forced school closure due to weather discussed. Our heart is to keep the school open, however safety remains our priority.

NCEA results - discussed and how the derived grades affected the excellence results. The learning recognition credits was also the problem.

Proprietor & Infrastructure Update - we are currently awaiting Resource Consent. The ELT has an enrolment plan A, B & C to be adopted based on the timing of building progress and completion dates. A traffic flow assessment was done last week. Graeme asked the Board to please keep praying for this to happen.



The Board approved the 2022 Annual School Report

The Annual School report

Decision Date: 27 Feb 2023
Mover: Paul Claydon
Outcome: Approved

5.2 Personnel

The following appointments are for Board information only:

Fixed term teaching positions:

- Chrissie Vivian – Middle Years teacher
- Victoria Roberts – ESOL teacher
- Permanent, support staff positions:
- Odette Charles – Homestay Co-Ordinator
- Charne Marais – Pathways Administrator
- Emma Wilson – Junior Campus Reception
- Kāren Baird – HR Director
- Mary Faraon – Cleaning Assistant
- Penny-Laine Calitz – Counsellor
- Tania Knowles – SC Nurse

Leave Request by Primary School teacher for 10 days unpaid leave presented to the Board.

7:00pm Board moved to In-Committee

7:09pm Board moved out of In-Committee



The Board approved the following permanent teaching positions (endorsed by proprietor)

- Meghan Jeppe - HOLA and Primary Digital Lead
- Bonnie Shotbolt – Y10 English teacher
- Maire Smith – SS Maths teacher
- Aiden Richards – International Director
- Anika Potgieter - SS Business Studies and Economics
- Angela Hunt - Middle School teacher and Head of Learning
- Maisie Dunning – Middle School Performing Arts teacher
- George Debenham – Middle School teacher y
- Harry Yeh-Grut - Primary School Y4 teacher
- Gary Schneider - Middle Years teacher

Decision Date: 27 Feb 2023
Mover: Jordan Barley
Second: Amira McMurray
Outcome: Approved



The Board approved the leave request for 10 days LWOP

The Executive Principal endorsed this request.

Decision Date: 27 Feb 2023
Mover: Graeme Budler
Second: James Kimber
Outcome: Approved

6. Discussion / Other Items

6.1 Policy Updates

Nothing to report. Recommended updates for Term 1 are being reviewed.

7. Correspondence

7.1 Correspondence for KWS BOT - Important to read

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, 27 March 2023 – 6:30pm
- Next Devotions: Paul Claydon

Signature: _____

Date: _____