

# CONFIRMED MINUTES

## BOT MEETING - 27 MARCH 2023



<b>Name:</b>	KingsWay School Board of Trustees
<b>Date:</b>	Monday, 27 March 2023
<b>Time:</b>	6:30 pm to 8:11 pm (NZDT)
<b>Location:</b>	Senior Campus Staff Room , 100 Jelas Road, Red Beach
<b>Board Members:</b>	Paul Claydon (Chair), Amira McMurray, Graeme Budler, Hayley Cross, Jordan Barley , Karla de Wet , Neels van Rensburg , Philip Mark Bradley, Raelene Beguely, Vanessa Gatman
<b>Attendees:</b>	Colette Budler , Cynthia Venter, Yolind Strydom
<b>Apologies:</b>	Chris Martin , Lisa Lambert , James Kimber, Peter Wilding
<b>Guests/Notes:</b>	Ann Bailey; Nikki Clark

### 1. Opening Meeting

#### 1.1 Devotions

Paul Claydon shared a devotion on the book of Job

Job is usually portrayed as a book of suffering but Paul interprets the book as a book of redemption.

Job lost all his material things, family and home but he never turned against God. He had a realisation that the things were not his in the first instance, they were from God. After he had nothing then came the whispers from the enemy (via friends and wife) to try turn him against God. A Christian school teaches students to listen to the correct voices and not the whispers of the enemy. God will always provide with just what you need for the situation (no matter how good or bad). At the end there is always redemption, he got back everything he lost.

Neels opened the meeting in prayer.

#### 1.2 Meeting Admin

**BOT Meeting - 27 February 2023 27 Feb 2023**, the minutes were confirmed as presented.

Apologies: James Kimber

## 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 <b>Status:</b> Completed on 28 Mar 2023	Colette Budler

## 3. School/Portfolio Reports

### 3.1 Kahui Ako Annual Report

**Annual Kahui Ako Report circulated and taken as read.** Ann Bailey and Nikki Clark (Across School Leaders) were in attendance to present to the Board. They introduced themselves.

Questions from the Board:

The meaning of WSL is Within School Leader

The report states that high levels of stress and anxiety are being reported amongst young people. A Trustee asked what is the main sources of this stress and anxiety. Options to mitigate workload pressures for students was discussed. Hope has been identified as a topic that needs to be more fully addressed. This was identified from the results of our 2022 Student Wellbeing survey, which identified some of the causes, hence Kāhui Ako (KA) is working towards the implementation of student wellbeing strategies in teaching programmes. There are a lot of variables contributing to this stress and anxiety. KA works with the Counselling team to catch students early. We are front loading different teachers with PD which is offered at each TOD, at staff meetings and KA afternoons.

A Trustee asked how the Board can help. Parent partnership is the most important focus, to equip the parents with skills and offering workshops, so funding those nights would be helpful. There are so many government initiatives that schools are being asked to implement, our biggest threat is trying to safeguard the work of KA. The MOE has been generous with its financial support, but time constraints are our biggest threat.

The Student Rep confirmed that the message of hope is coming through strongly from teachers.

Paul thanked Ann and Nikki.

6:54pm - Ann & Nikki left the meeting

## 4. Finance Report

### 4.1 Finance

**Finance Report for the month ending Feb 2023 circulated and taken as read.** Yolind Strydom (Executive Officer) was in attendance to present to the Board.

The report is brief. February's results and expenses have lagged because usual spending patterns were delayed due to storm related school closures. March's expenditure is expected to make up for lost time as normal school activities are back in full swing.

On 1 March we submitted a roll return to MOE of 1692 (Includes 35 Internationals). The MOE had only budgeted for 1620, so the MOE will revise our funding and provide additional funding. The Proprietor notified the Board that KWS' roll cap is 1700 (excluding International students), so an application to increase sooner will be made. This was discussed in the FAPC.

The Executive Principal is feeling comfortable about where the financial numbers will land.

7:00 pm Yolind left the meeting

## 5. Executive Principal's Report

### 5.1 Executive Principal's Report

**Executive Principal's Update to the Board circulated and taken as read.**

#### **Strike Action**

Is going ahead on Wednesday. We will be able to remain open for Y1-10. The PPTA plan to ramp it up in Term 2 if the government do not negotiate. Graeme assured the Board he will map out the various scenarios for the APs acting up while he is on sabbatical in Term 2. As a Board our responsibility is to keep the school open for learning, we are engaged by the MOE to keep open, however the Board is sympathetic to the teachers cause.

#### **Missions**

We are re-instating our mission trips now that the borders are open. Tonga in July and Cambodia in December. The school would like to attract more boys to missions and proposed a Philippines trip as a 'sporty' team alternative. These trips have a lasting impact for the students who attend, and are often pivotal in a students faith journey. Our mission partner mitigates risk and the approval means that the Board sanctions the trip with a proviso that there are effective health and safety measures and if a situation changes in the host country and a travel advisory is issued. The Board continues to have a right to cancel or postpone the trip.

Other overseas trips discussed; arts, business, Chile. The Global Christian School's Summit was discussed and whether KWS should join. Unfortunately it is over the October holidays and our derived grade exams are the first week after these holidays. The idea of taking Year 10 students was suggested.

7:29 pm Colette left the meeting

#### **Student Pastoral Care & Wellbeing**

EP advised the Board that there are another two suspensions coming to the Disciplinary Sub-Committee on Thursday.

#### **ERO**

ERO requires the Board to complete part of school improvement framework. The EP recommended that the board delegates the Audit and Review Committee this role. The Board agreed.

#### **Emergent Evaluation**

The purpose of this evaluation was to determine levels of student engagement in church and to ascertain how the school and BOT could support this. Barna produces relevant data related to youth engagement with faith and church. This data is especially relevant with respect to the emergent Evaluation on Student Church Attendance Report. Regular church attendance is considered to be once a week. We had a good sample size of over 1000 students and 88.3% of students that responded (Y5-13) indicated that they do attend church. Colette intends to alter the Senior School Special Character survey and extend it to Y7-9. We could also compare and share with other sister schools. A Trustee suggested sharing the findings and key themes with parents, to advocate to improve. Discussion continued about introducing an alumni survey in the future.

#### **Proprietor & infrastructure Update**

A photo was shared of the site shed. A soil turning ceremony is being arranged for next week or as soon as possible. We have applied for four consents and received three, just waiting for one more.

Partnership with Council - the shortage of field space was raised with the CEO of the Proprietor. More work will follow when the EP returns from sabbatical.



### **The Board approves in principle the Mission Trip to the Philippines.**

All Trustees were in favour.

Philip mark moves

Jordan second

<b>Decision Date:</b>	27 Mar 2023
<b>Mover:</b>	Philip Mark Bradley
<b>Seconder:</b>	Jordan Barley
<b>Outcome:</b>	Approved

## **5.2 People & Culture**

### **Appointments**

**Permanent teaching positions:** Nil

**Fixed term teaching positions, FYI only**

- Min Park – Specialist ESOL Teacher Aide

**Permanent, support staff positions, FYI only**

- Aimée Walker – Human Resource Co-Ordinator
- Abbie Cooper – Payroll & Administration Assistant

**Resignations:**

- Sam Hagen – Drama Teacher (leaves at the end of Term 2)

### **Proposal for an additional SS AHOS**

The EP referred to the Staffing Structure presented to the Board two years ago and this was looked at and explained. The EP explained the reason for an additional AHOS. The benefit of overstaffing is to cover relieving but also maternity cover. We are still within the quota of seven overstaffed teachers. Vanessa as Deputy Principal explained the benefit of when MY went to three assistant heads of school.

### **Sabbatical for Graeme and Colette**

Lisa Lambert is acting EP for the first 5 weeks and Chris Martin is acting EP for the last 5 weeks.

Paul asked the Board to consider contributing towards the EP sabbatical.

Graeme left the meeting.

The Board had a discussion, however they needed more information and clarity on the financial ramifications. It was decided that Paul will liaise with the FAPC and EO to gather the information to present to the Board via email.

Graeme returned to the meeting.



### **The Board agrees to support the introduction of a third Assistant Head of Senior School**

All trustees were in favour.

<b>Decision Date:</b>	27 Mar 2023
<b>Mover:</b>	Graeme Budler
<b>Seconder:</b>	Paul Claydon
<b>Outcome:</b>	Approved

## 6. Discussion / Other Items

### 6.1 Policy Updates

Amira, Jordan and Raelene navigate the updates and changes to ensure we remain compliant.

## 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, 22 May 2023 – 6:30pm
- Next Devotions: James Kimber

Signature: \_\_\_\_\_

Date: \_\_\_\_\_