

CONFIRMED MINUTES

KWS BOARD MEETING - 26 JUNE 2023



At the **Board of Trustees Meeting - 7 August 2023** on **7 Aug 2023** these minutes were confirmed as presented.

Name:	KingsWay School Board of Trustees
Date:	Monday, 26 June 2023
Time:	6:30 pm to 8:50 pm (NZST)
Location:	Senior Campus Staff Room , 100 Jelas Road, Red Beach
Board Members:	Paul Claydon (Chair), Amira McMurray, Hayley Cross, James Kimber, Jordan Barley , Karla de Wet , Neels van Rensburg , Nicholas Bradley , Philip Mark Bradley, Raelene Beguely, Graeme Budler, Vanessa Gatman
Attendees:	Chris Martin , Cynthia Venter, Yolind Strydom
Apologies:	Colette Budler , Jonathan Price, Lisa Lambert
Guests/Notes:	Daniel Bennett (has speaking rights)

1. Opening Meeting

1.1 Devotions

Graeme opened the meeting in prayer.

Hayley Cross shared a devotion called 'God is not afraid of our questions' – Habakkuk vs1-3.

Hayley outlined what we know about this prophet:

1. He was from Judah, a contemporary of Zephaniah and Jeremiah
2. His name means “one who embraces”.
3. He was the last pre-exile prophet to Judah.
4. He probably lived during the time of King Josiah (2Chronicles 34) when Judah experienced a spiritual revival.

Habakkuk was confused and perplexed by God's seeming silence and inaction to Judah's growing corruption. Habakkuk commendably takes these questions to God. Habakkuk's questions took him on a journey from confusion and frustration - to remembering God's character – to boldly asking the hard questions – to actively listening and waiting on God's response – resulting in a deeper understanding of His God – a heart bowed in submission to God's wisdom and sovereignty – and finally to a heart bubbling over with Praise!

We can learn from this is to trust God - as our short-sighted evaluation of the situation cannot understand all that God is doing. The way God works often seems strange to us, however, in the end God's wisdom and ways can be trusted God is not afraid of our questions. Trust Him to take you on this journey today.

1.2 Meeting Admin

BOT Meeting - 22 May 2023 22 May 2023, the minutes were confirmed with the following changes:

The Board agrees to a PD budget of \$15k, based on accumulated, unclaimed and unspent PD funds from previous years, to be claimed by the Executive Principal before the end of 2023.

2. Matters Arising

2.1 Action Points from last meeting

3. School/Portfolio Reports

3.1 NCEA Comparative Report

NCEA Comparative Report 2023 circulated and taken as read. Daniel Bennett, Head of Senior School, was in attendance to answer any questions.

Results for NCEA in 2022 were strong both in terms of comparison to other schools and in terms of learner progress overall. We had anticipated our overall results to be lower than past years and this has been the case both nationally and at KingsWay.

This brief report gives a general overview of summarised trends in each individual subject. A few of the impacts on these results were discussed by the Board, such as staffing, student wellbeing and practical subjects. The Head of Senior School assured the Board that staffing has now been resolved and the faculty is doing really well.

Teachers are being responsive and continue regular monitoring of Priority Learners and At-Risk students, putting GET Courses and other Gateway courses in place for literacy and numeracy, using the MOE Loss of Learning Initiative

The use of Flexi Study to teach study skills and numeracy was explained; helping students with extra tutorials and a UE literacy program for identified Y13 students and catchup assessments. Staff continue to adapt and refine programs to meet the needs of individual students and where they are at with their learning progress.

The increased anxiety of students was discussed and the fact that we will continue to see different levels of ongoing anxiety, because there will always be new triggers that arise. Data is monitored and analysed every 3 months.

Chris thanked Daniel.

4. Finance Report

4.1 Finance

Finance Report ending May 2023, circulated and taken as read. Yolind Strydom, Executive Officer, was in attendance to answer any questions.

Revenue is tracking ahead of budget due to a combination of several items including an increase in MOE grants. We are currently 4% above previous years at this time. Most of the variances are due to timing issues.

The pay equity accounted for a jump in salaries.

Locally raised funds were explained in response to a Trustees' question. This is all of our income, not just Special Character Donations. Each revenue area is tracked and is making a profit.

8:00pm Yolind left the meeting

5. Executive Principal's Report

5.1 Executive Principal's Report

The Acting Executive Principal's Update circulated and taken as read. Chris Martin, Acting EP, was in attendance to present his report and answer any questions.

Roll Numbers are healthy

Student Wellbeing - attendance numbers discussed. Teacher wellbeing queried and overall it is good. The leaders ensure things are done to support, encourage and look-out for each other. Worship time and prayer time together really fills the tank.

ERO will be visiting onsite and observing teaching in Term 3.

Industrial Action - we pray we are through the worst now. In answer to a trustees' question the staff rep shared that the teachers have overall been positive throughout.

ESOL Verification Report - great report.

World Vision - the student rep shared that the proceeds raised is now looking like it could reach close to \$30k.

Property - currently NZCPT is performing a conditional site assessment against the 10Y Property Plan to re-evaluate Property priorities. This is due to be complete early Term 3 and shared with FAPC on July 31.

Vanessa honoured and thanked Chris for his leadership as Acting Executive Principal.

5.2 People & Culture

The following appointments are for Board information only, and do not require ratifying:

Fixed term teaching positions:

- Jonathan Price – Middle School Teacher, Term 3 & 4 2023
- Lorraine Price – Senior School Teacher, Start 19 June 2023
- Fiona Lysaght – Primary School Teacher (0.8), Term 3 & 4 2023
- Rachel Greening – Primary School Teacher (0.2), Term 3 & 4 2023
- Helene Robinson - Primary School Teacher (0.2), Term 3 & 4 2023
- Raelene Beguely – Primary School Teacher (0.3), Term 3 2023
- Monique Jansen van Rensburg – Primary School (0.7), Term 3 2023

Permanent, support staff positions:

- Summer McNair – Library Support, Part Time – Start date 22 May 2023
- Tracey Skinner-Brown – ESOL Teacher Aide, Part Time - Start date 22 May 2023

Also for the Board's information is the retirement of a long standing support staff member:

- Trish Nilsson – Uniform Shop Manager. The acting EP recognised her long service.



The Board approved the following permanent teaching positions:

- James Debenham – HOF Health & PE Starts 28 January 2023
- Jaimee Bond - Primary School Teacher – delayed to start on 9 October (employed in Nov 2022)

Decision Date: 26 Jun 2023
Mover: Chris Martin
Seconder: Neels van Rensburg
Outcome: Approved

6. Discussion / Other Items

6.1 NCEA Level 1

A Briefing Paper circulated in hard copy in the meeting due to the confidential nature of the topic. The Executive Principal and Head of Senior School were in attendance to add value to the discussions.

6:58pm - the Board moved to In-committee

7:28pm - the Board moved out of In-committee

The briefing paper will form part of the In-committee minutes. The Board agreed to have an extraordinary online meeting on Thursday 13 July at 6:30pm, following the consultation process.

7:31pm Graeme and Daniel left the meeting.



The Board supports the ELT to consult the community on the viability of NCEA Level 1 in 2024

Following this the Board will meet to receive the feedback.

Decision Date:	26 Jun 2023
Mover:	James Kimber
Second:	Amira McMurray
Outcome:	Approved

6.2 Policy Updates

Policy Update document from the A&RC circulated and taken as read.

Raelene explained her findings regarding the suggested changes to the Code of Conduct Policy for Board members. The Board agreed to add and adopt the two statements - see decision below.

The A&RC advised the Board that there have been updates to the Physical Constraint Policy and the Concerns and Complaints Policy on SchoolDocs.



The Board moves to include the following standard to the Trustees' Code of Conduct Policy:

General statement: "I understand the values and goals of the School, and undertake to protect its Special Christian Character"

Specific statement: "I read and familiarise myself with key documents such as the Charter and KingsWay Trust Theological Framework, Our Faith, and Special Character Guidelines.

Decision Date:	26 Jun 2023
Mover:	Raelene Beguely
Second:	Philip Mark Bradley
Outcome:	Approved

6.3 NZCPT Report

Diagram of Relations, Responsibilities & Transactions circulated and taken as read.

Philip Mark shared and explained the structure.

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: Extra-Ordinary BOT Meeting - 13 Jul 2023, 6:30 pm

- Next Devotions: Vanessa Gatman

Signature:_____

Date:_____