

CONFIRMED MINUTES

KINGSWAY SCHOOL BOARD MEETING - 27 MAY 2024



At the **KWS Board Meeting - 1 July 2024** on **1 Jul 2024** these minutes were **confirmed as presented**.

Name:	KingsWay School Board of Trustees
Date:	Monday, 27 May 2024
Time:	6:30 pm to 9:00 pm (NZST)
Location:	Senior Campus Staff Room , 100 Jelas Road, Red Beach
Board Members:	Amira McMurray, Graeme Budler, Hayley Cross, Jordan Barley , Matthew McMurray, Paul Claydon, Philip Mark Bradley, Raelene Beguely, Vanessa Gatman
Attendees:	Chris Martin , Colette Budler , Cynthia Venter, Lisa Lambert
Apologies:	Nicholas Bradley , Neels van Rensburg , James Kimber
Guests/Notes:	Assistant Director of Finance

1. Opening Meeting

1.1 Devotions

Lisa Lambert opened the meeting in prayer.

Raelene shared a devotion called *More than Meets the Eye*.

Thinking about the story of Ruth. After her husband died, she stayed with Naomi and travelled back to Judah with her. Orpah was faced with the same decision but chose to remain in Moab. Naomi had insisted to both women that they should stay behind and return to their families. Same place, different decisions, very different outcomes.

Read more [here](#).

In conclusion Raelene shared a Charles Spurgeon quote: "Discernment is not simply telling the difference between right and wrong; it is telling the difference between right and almost right."

Sometimes, making a "good" decision is the enemy of making the "right" or "best" decision so we must always be open to seeing the unseen, to what God can see.

Raelene prayed for the Board members, teachers, families and this meeting.

1.2 Meeting Admin

KWS Board Meeting - 8 April 2024 8 Apr 2024, the minutes were confirmed as presented.

Extra-Ordinary (In-Committee) Board Meeting 6 May 2024, the minutes were confirmed as presented.

Apologies: Nick Bradley, James Kimber & Neels Janse van Rensburg

Conflicts of Interest: None



The Board approved the In-Committee Minutes dated 8 April 2024, as a true and fair reflection.

Moved by the Presiding Member. All Board members were in favour.

Decision Date: 27 May 2024
Mover: Paul Claydon
Outcome: Approved



The Board approved the In-Committee Minutes dated 6 May 2024, as a true and fair reflection.

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Decision Date: 27 May 2024
Mover: Paul Claydon
Outcome: Approved

2. Matters Arising

2.1 Action Points from last meeting

Due Date	Action Title	Owner
27 May 2024	A&RC to update Enrolment Criteria Policy according to the Board recommendations Status: Completed on 21 May 2024	Raelene Beguely

3. School/Portfolio Reports

3.1 Annual PAT Report

All PAT Year Group Progress Report 2024 / 2023 circulated and taken as read. Lisa Lambert was in attendance to answer any questions from the Board.

Lisa thanked the Board for reading the lengthily report. This year New Zealand schools began using some new revised Progressive Achievement Tests which were more diverse in the use of cultural contexts and had a variety of Te Reo and Pasifika languages within the texts. In all aspects of the Progressive Achievement Tests (PATs), all cohorts of KingsWay students are attaining scores above the National Reference Group (NRG). We can see the positive impacts of our staff following through and applying the strategies they identified in the 2023 PAT Year Group Progress Report. We continue to develop Listening Comprehension.

Questions from the Board

A board member asked whether school still has SSR (Sustained Silent Reading) in the timetable. This varies in different parts of the school with other reading times including library time and home reading challenges.

The number of ESOL students in Y9 was queried, as it seems low. Lisa confirmed that the ESOL figures are accurate, but only a small number are tracked because they need to have completed Year 8 PAT's at KingsWay to get the comparative data. There are more ESOL learners in Year 9 currently.

A board member asked what Te Mātaiaho means. Lisa explained is the new curriculum from the Ministry. The drivers are different, structures are different, and it has phases instead of curriculum levels. However, we have been adding more progress steps in order to make it more robust. Aotearoa Histories is being embedded. Maths and English are implemented at the beginning of

next year. Our key driver will always be our special character and this will be reflected in our own KingsWay curriculum, currently being written.

4. Finance Report

4.1 Finance

Finance Report for period ending April 2024 circulated and taken as read. Sam Bandara (Assistant Director of Finance) was present and to answer any questions.

Sam Bandara provided assurance to the board that the finances are accurate and she is comfortable with the figures in the report.

Additional information to the Finance Report was submitted on Monday, 27 May, however this missed the Board Pack cut-off and therefore will be reviewed and considered by the FAPC at their next meeting.

Capex update

The EP has authority to authorise urgent or unforeseen repairs in order to ensure the school can continue to operate. He then brings it to the Proprietor's attention. The EP reminded the board that he also has the delegation to approve amounts up to \$5k.

7:09pm Sam 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 Donations: **Special Character Donations letter circulated and taken as read.**

The FAPC queried whether we send it out now mid-year or wait till next year. The budget was built around this income so we will show a deficit if we do not follow through and implement the increase. Board discussed. It was suggested that Finance Department continue to focus on recovery of SCD donations. The Proprietor raised his concern over the phrasing in the letter.

Health & Safety: The faulty alarm and PA system has been brought to the Proprietor's attention. The last quote was conducted today. This matter is in hand, but it will be expensive to remedy because the entire system will need replacing due to the age and incompatibility of the existing system.

Property: The request to reallocate funds can be ignored because it has just come to light that at the previous meeting the Board had resolved this matter.

Evaluations: **EOTC Self-Audit Report circulated and taken as read.** The EP requested this audit in light of a recent event on a EOTC trip at Whangarei Boys school that resulted in a fatality. Note that actions have been put in place for areas where we can improve.

2030 Capital Resourcing: We did not hold an Open Day on the Senior Campus because we have no spaces. We have arranged special tour days for families who indicated interest in the SC.



The Board affirmed the previous motion to increase the SCD and implement it immediately with the first payment being 1 July.

The first motion was made on 30 October 2023.

Decision Date: 27 May 2024
Mover: Graeme Budler
Seconder: Jordan Barley
Outcome: Approved



Proprietor and EP to discuss the phrasing of the Special Character Donation increase letter

and in future the branding of the donation.

Due Date: 30 May 2024
Owner: Philip Mark Bradley

5.2 Personnel

Permanent Teaching Positions to be ratified: None

For Board Information Only:

Fixed Term Teacher Positions:

- Tayla-Jay Bassett, 0.2 Middle School Teacher, T.2-4
- Jordan Fowler, 0.1 Itinerant Music Teacher, T.2-4

Support Staff Positions:

- Joy Skinner, Specialist Learning Assistant

Internal Staff Movements: None

Resignations:

- Courtney Frankland, Learning Assistant
- Charlene van Vuuren, Learning Assistant (remaining as PMP Co-Ordinator)

6. Discussion / Other Items

6.1 2030 SGDP Resourcing Update

Philip Mark shared that the KingsWay Trust have worked through numerous scenarios to support roll growth by putting a budget aside for a \$4m Arts Centre for building during 2025 with an opening in Term 1, 2026. It has taken some time as the Trust has been seriously exploring options to increase that project budget, but things remain capped at \$4m.

The proposal to provide a KingsWay School Arts Centre has KWT Chair and KWT A&R Chair support, and a process is underway to lock that in with the full Trust and get confirmation from bankers. They expect that in the next month or so.

KWT have advanced the project by giving Instructions to Indesco, the design and to lock in contractors, to commence with the design and continue to produce resource consent documentation.

On the Stage 2 and COLA the Trust is looking at accelerating this and is currently negotiating with their bank and will know in about six weeks.

The concrete pathway at the Junior Campus is underway.

The EP explained that the Policy One money needs to be prioritised for the refurb and re-allocation of classes required prior and after the completion of the new Arts Block.

The Youngman roof will undergo an independent engineer's assessment.

The Board agreed that enrolment decisions need to wait until we hear back from Trust in 4-6 weeks.

6.2 Portfolio Presentations

Colette Budler shared a PowerPoint presentation overview of both Arts and Missions.

Missions:

- Colette shared the vision for missions at KingsWay.
- Our students are so passionate and committed. Colette shared initiatives that Mission Councils, Yeah-the-Boys and Rise Girls are delivering.
- MY has local and domestic Missions.
- SS has local, domestic and overseas missions trips - please pray for the upcoming Philippines trip.
- All fund raising is either for PTA or for Missions.

Arts:

- Colette shared the vision for why we do co-curricular and extra-curricular Arts at KingsWay- to allow students to use their creative gifts to glorify God.
- We are one of the leaders in Arts amongst Christian schooling in NZ. Colette shared some of the Arts initiatives across the school eg Primary Arts programme and all the extra-curricular initiatives eg. we are holding an Arts Festival showcasing all 3 schools this year.
- The Arts have passionate and highly capable teachers. Music is a recent area of growth-shared SWOT (e.g. we have 10 worship teams Y7-13, lack of spaces for itinerant music, etc).

7:23pm Colette left the meeting

6.3 Policy Updates & Enrolment Policy C/F

Raelene shared that the Board received one feedback recommendation after community consultation.

The A&RC will move this sentence "The applicants accept that they will be required to pay attendance dues as set by the Proprietor and these are not voluntary" into the policy in the top paragraph and change it to read "all applicants"



The Enrolment Policy be adopted with the above agreed amendment

All in agreement

Decision Date:	27 May 2024
Mover:	Raelene Beguely
Seconder:	Philip Mark Bradley
Outcome:	Approved

6.4 In-Committee (as needed basis)

8:22pm The Board moved to In-Committee.

8:46pm The Board moved out of In-Committee.

7. Correspondence

7.1 General Correspondence

8. Close meeting

8.1 Close the meeting

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

- Next meeting on Monday, 1 July 2024 – 6:30pm
- Next Devotions: Paul Claydon

Signature: _____

Date: _____