


# Westminster Christian School est. 1981

*Educating for Time and Eternity*

**MINUTES for the Board of Trustees Meeting  
in the staffroom at Westminster Christian School  
On Tuesday 19 March 2024 at 7.00pm  
Meeting 282**

<b>Opening</b>	Sarah Hartley opened in prayer.  Sandy shared devotions  No Conflicts of Interest with Agenda.	
<b>Present</b>	Stephen Freymark (Presiding Member), Changmin Jung, Richard Hoek, Carin Erasmus, Sandy Jacobs, Dirk Hoek, Raymond Yeo, Sarah Hartley Jacob Ploeg (Online)	
<b>Apologies</b>	Lanny Carroll, Nicole Chen, Nichole Gillanders	
<b>Mission Statement</b>	Presiding Member to read the Mission Statement: <i>“Westminster Christian School, through the Spirit of God, educates the children of Christian parents for time and eternity by providing a Christ-centred academic curriculum founded on a Biblical World View.”</i>	
<b>Minutes</b>	Approval of meeting minutes for February’s meeting: Moved by Richard Hoek, seconded by Sandy Jacobs  Actions from November’s Meeting:  <a href="#">Review the Enrolment Policy to include transfers from other Christian Schools out of town.</a> <b>Done, see Legal Compliance</b>  <a href="#">Check attendance requirements for internationals - Nicole Chen to share information with Nix</a> <b>Received - will be included in international policies when reviewed in June</b>  Follow-up from August’s Meeting:  <a href="#">Survey / Review different areas of the school - Sarah to send suggested questions to Nix</a> <b>Sports Survey Results shared</b> <b>Wellbeing Survey Results shared (please note 2023 survey was done in term 1 when relationships were still being built so this has skewed the data slightly compared to 2022 term3)</b> <b>Other areas yet to be reviewed - Nix to check in with Sarah for suggested questions</b>	<b>IT WAS AGREED</b> that the February’s meeting minutes be approved.
<b>Correspondence In</b>	1. BOT Approval Request - Year 5/6 Camp	<b>IT WAS AGREED</b> that the Year 5/6 Camp be approved

	2. Leave Request - Salosh Pandaram	<b>IT WAS AGREED</b> that Salosh's leave be approved
<b>Correspondence Out</b>	1.	
<b>General Business</b>	<p>1. <b>Roll Total is 383</b> (Current Maximum: 400)</p> <p>Health and Safety &amp; Proprietors</p> <p>a. Report from Richard Hoek</p> <p>2. Legal Compliance</p> <p>a. Lockdown / Evacuation Drill carried out on Thursday 7 March</p> <p>b. Review Policy No. 16 - Child Protection</p> <p>c. Review Policy No. 07 - Curriculum (updated as per MoE)</p> <p>d. Review Policy No. 28 - Use of Digital Devices (updated as per MoE)</p> <p>e. Review Policy No. 18 - Learning Support (merged three policies into one, Special Needs, Gifted &amp; Talented, ESOL)</p> <p>f. Review Policy No. 46 - Privacy (updated to ensure we are covered for counsellor)</p> <p>g. Review Policy No. 15 - Enrolment (updated to include students from other Christian Schools)</p> <p>h. 1 March Roll Return completed</p> <p>3. Staff Management</p> <p>a. Principal Report</p> <p>4. Other Business</p> <p>a. Student Leader photo</p>	<p><b>IT WAS AGREED</b> that Policy No. 16 be accepted</p> <p><b>IT WAS AGREED</b> that Policy No. 07 be accepted</p> <p><b>IT WAS AGREED</b> that Policy No. 28 be accepted</p> <p><b>IT WAS AGREED</b> that Policy No. 18 be accepted</p> <p><b>IT WAS AGREED</b> that Policy No. 46 be accepted</p> <p><b>IT WAS AGREED</b> that Policy No. 15 be accepted</p> <p><a href="#">No finance report?</a>  <a href="#">Nix Reply: I don't think there was that meeting. I was away sick and we hadn't had a finance meeting</a></p>
<b>Significant Events</b>	<p><b>Significant Events (Last Week &amp; Upcoming)</b></p> <p> Significant Events.pdf</p>	
<b>Next Meeting</b>	The next meeting is proposed for Tuesday, 21 May 2024, at 7:00pm in the Staffroom at 31 Westminster Gardens, Unsworth Heights	
<b>Meeting Close</b>	Stephen Freymark closed in prayer at 8:42pm	

**IT WAS AGREED** that the March meeting minutes be approved.

Date: 21 May 2024

Signed: \_\_\_\_\_