

# Westminster Christian School

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*Educating for Time and Eternity*

**MINUTES for the Board of Trustees Meeting  
in the staffroom at Westminster Christian School  
On Tuesday 20 August 2024 at 7.00pm  
Meeting 286**

<b>Opening</b>	<p>Sandy Jacobs opened in prayer</p> <p>Sandy Jacobs shared devotions</p> <p>Phil 2:3-7 James 1:2-8 1 Cor 10:23 do all for the glory of God Matt 3:1-10, 18:10-14</p> <p>No Conflicts of Interest with the meeting agenda noted.</p>	
<b>Present</b>	<p>Stephen Freymark (Presiding Member), Lanny Carroll, Richard Hoek, Carin Erasmus, Nicole Chen (arrived 7.15 pm), Sandy Jacobs, Sarah Hartley, Dirk Hoek Jacob Ploeg, Raymond Yeo (Online) Nichole Gillanders (Taking Minutes)</p>	
<b>Apologies</b>	<p>Changmin Jung (sick)</p>	
<b>Mission Statement</b>	<p>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></p>	
<b>Minutes</b>	<p>Approval of meeting minutes for July's meeting Moved by Stephen Freymark, Seconded by Richard Hoek</p> <p>Follow-up from June's Meeting: <a href="#">AIS Diversity &amp; Inclusion to be discussed at August meeting with guidelines from Proprietors</a> <a href="#">Proprietors will report back at September meeting</a></p>	<b>IT WAS AGREED</b> that the July's meeting minutes be approved.
<b>Correspondence In</b>	<p>1. Term 2 Attendance Report</p>	
<b>Correspondence Out</b>		
<b>General Business</b>	<p>1. <b>Roll Total is 394</b> (Current Maximum: 400) + 3 international short-stay We have two new entrant students joining in term 4 so far. Nichole will look at waiting list to see who else can be enrolled in term 3/4.</p> <p>2. Health and Safety &amp; Proprietors</p> <ol style="list-style-type: none"> <li>Report from Richard Hoek</li> <li>Review Enrolment Policy to include Preschool students</li> </ol>	

	<p>3. Legal Compliance</p> <ul style="list-style-type: none"> <li>a. Review Policy No 53 - Classroom Release</li> <li>b. Review Policy No 38 - Student Wellbeing</li> </ul> <p>4. Finance Report</p> <ul style="list-style-type: none"> <li>a. Finance Committee Meeting Report - no meeting held. Will report next time</li> </ul> <p>5. Student Management</p> <ul style="list-style-type: none"> <li>a. Open Day held Wednesday 7th August</li> <li>b. Enrolments now closed for 2025. 57 students will not be offered spaces next year and will remain on waiting list. Roll Growth update from Richard. Once we have rooms 24 and 25 in, we can share the updated site plan to meet the 400 cap requirements. To seek further growth we need to have the buildings in place. The challenge is to balance the expense of any mortgage with any increase in the attendance dues.</li> <li>c. Statement of Variance for Mid-Year Results</li> <li>d. PAT Results</li> </ul> <p>6. Staff Management</p> <ul style="list-style-type: none"> <li>a. Principal Report</li> <li>b. CLT Report - Visual Art - Team Leaders</li> <li>c. CLT Report - Performing Arts - Performing Arts Committee</li> <li>d. CLT Report - Mathematics &amp; Statistics - Stacey Govender</li> </ul> <p>7. Other Business</p> <ul style="list-style-type: none"> <li>a. Parent Survey Results - defer to next month</li> </ul>	<p><b>IT WAS AGREED</b> that Policy 53 be accepted with suggested changes</p> <p><b>IT WAS AGREED</b> that Policy 38 be accepted with suggested changes</p> <p><b>ACTION:</b> Add AI guidelines in Digital Devices policy</p>
<b>Significant Events</b>	<b>Significant Events</b> Please refer to <a href="#">PDF z 2024 Calendar Events.pdf</a>	
<b>Next Meeting</b>	The next meeting is proposed for Tuesday, 17 September 2024, at 7pm, in the Staffroom at 31 Westminster Gardens, Unsworth Heights	
<b>Meeting Close</b>	Stephen Freymark closed in prayer at 8:41pm	

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

Date: 17 September 2024

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