

# 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 22 October 2024 at 7.00pm  
Meeting 288**

<b>Opening</b>	Stephen Freymark opened in prayer Carin Erasmus shared devotions.  No Conflicts of Interest with the meeting agenda noted.	
<b>Present</b>	Stephen Freymark (Presiding Member), Richard Hoek, Dirk Hoek, Carin Erasmus (Acting Principal), Changmin Jung, Jacob Ploeg, Lanny Carroll, , Raymond Yeo (Online) Nichole Gillanders (Taking Minutes)	
<b>Apologies</b>	Sandy Jacobs (extended sick leave) Sarah Hartley	
<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>Code of Conduct</b>  (as discussed this new section is where we will highlight one aspect of trustee responsibilities each month)	<b>Code of Conduct #1: I act with integrity</b> I act with high standards of professional and personal integrity, including being honest, open, transparent, and trustworthy.  <b>Code of Conduct #2: I am culturally responsive and fair</b> I do not act or advocate in a way that discriminates against, nor act in a way that unjustifiably favours particular individuals, groups, identities or interests.	
<b>Minutes</b>	Approval of meeting minutes for September's meeting Moved by Richard Hoek, Seconded by Dirk Hoek	<b>IT WAS AGREED</b> that the September's meeting minutes be approved.
<b>Correspondence In</b>	1. Resignation from Nicole Bennett	
<b>Correspondence Out</b>		
<b>General Business</b>	1. <b>Roll Total is 392</b> (Current Maximum: 400) + 1 international short-stay  2. Health and Safety & Proprietors a. Report from Richard Hoek b. Will hold Property Walkthrough Friday  3. Legal Compliance a. Review Policy No 11 - Parental Involvement	<b>ACTION:</b> Look at Rationale

	<ul style="list-style-type: none"> <li>b. Review Policy No 58 - Homework</li> <li>c. Review Policy No 18 - Inclusive Education (this was reviewed earlier this year however we have since changed the title and some phrases)</li> <li>d. Review Policy No 01 - Financial Management</li> </ul> <ul style="list-style-type: none"> <li>4. Finance Report <ul style="list-style-type: none"> <li>a. Finance Committee Report</li> </ul> </li> <li>5. Student Management <ul style="list-style-type: none"> <li>a. Included in Principal Report</li> </ul> </li> <li>6. Staff Management <ul style="list-style-type: none"> <li>a. Principal Report</li> <li>b. CLT Report - Science - Gail Goodwin</li> <li>c. CLT Report - Social Science - Gail Goodwin</li> </ul> </li> <li>7. Other Business <ul style="list-style-type: none"> <li>a. Appoint Returning Officer for Board Elections 2025</li> </ul> </li> </ul>	<p><b>IT WAS AGREED</b> that Policy 58 be accepted</p> <p><b>IT WAS AGREED</b> that Policy 18 be accepted</p> <p><b>IT WAS AGREED</b> that Policy 01 be accepted</p> <p><b>IT WAS AGREED</b> that Richard Hoek be appointed as the Returning Officer for the Board</p>
<b>Significant Events</b>	<b>Significant Events</b> Please refer to Term 4 Calendar	
<b>Next Meeting</b>	The next meeting is proposed for Tuesday, 26 November 2024, at 7pm, in the Staffroom at 31 Westminster Gardens, Unsworth Heights	
	No requests for leave from the November meeting at this stage.	
<b>Meeting Close</b>	Richard Hoek closed in prayer at 8:25pm	

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

Date: 26 November 2024

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