

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 20 May 2025 at 7.00pm
Meeting 293**

Opening	Jacob Ploeg opened in prayer Carin Erasmus shared devotions based on Proverbs and Relationships. No Conflicts of Interest with the meeting agenda noted.	
Present	Stephen Freymark (Presiding Member), Dirk Hoek, Carin Erasmus (Acting Principal), Changmin Jung, Lanny Carroll, Raymond Yeo, Richard Hoek Jacob Ploeg (Online) Nichole Gillanders (Taking Minutes) Jonathan Ward in attendance	
Apologies	Sandy Jacobs (extended sick leave), Nicole Chen	
Mission Statement	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>	
Code of Conduct	Code of Conduct #11: I use my position responsibly I maintain confidentiality when I receive non-public information gained in the course of my duties and use it only for its intended purpose. I publicly represent the school in a positive manner and do not publicly disclose information that may be harmful to the school. I do not pursue my own interests at the expense of the school or community's interests. Code of Conduct #12: I do not seek gifts or favours I follow our board policy procedures in relation to any offers of gifts or hospitality. I never seek gifts, hospitality or favours for myself, members of my family or other close associates.	
Minutes	Approval of meeting minutes for April's meeting. Moved by Raymond Yeo, Seconded by Stephen Freymark. No actions from the April meeting.	IT WAS AGREED that the April's meeting minutes be approved.
Correspondence In	1. EOTC Proposal - Intermediate Sports Camp 2. Term One Everyday Matters - Ministry of Education 3. NZEI Paid Union Meeting (emailed to Board 20 May)	IT WAS AGREED that the Sports Camp be approved for Week 3 Term 3.
Correspondence Out		

General Business	1. Roll Total is 369 (Current Maximum: 400) + 1 international long-term student 5 new students joining Room 7 in Mid-Term 2 (26 May) 2. Health and Safety & Proprietors a. Report from Richard Hoek b. Property Walk Through 3. Legal Compliance a. Review Policy No 62 - Safe Worksite 4. Finance Report a. Finance Committee Report 5. Student Management a. Principal Report 6. Staff Management a. Included in Principal Report b. Curriculum Lead Teacher Report - Mathematics 7. Other Business	IT WAS AGREED that Policy 62 be accepted
Significant Events	Significant Events Please refer to 2025 Calendar	
Next Meeting	The next meeting is proposed for Tuesday, 24 June 2025, at 7pm, in the Staffroom at 31 Westminster Gardens, Unsworth Heights No requests for leave from the June meeting at this stage, other than Sandy.	
Meeting	Richard Hoek closed in prayer at 8:10pm	

IT WAS AGREED that the April meeting minutes be approved.

Date: 24 June 2025

Signed: _____