

Introduction of a School Board

Board Meeting minutes – First Board Meeting

30/10/23 at AMS Boardroom

Time: 6.30pm

Attendance: Bruce Adin (Commissioner), Asin Ali (Principal), **Ministry Appointed Parents Representative (MAPR):** Ahlam Jemjoumi, Ashwat Khan, Imraan Mohammed, **Proprietor Representative (PR):** Mohammed Muzzammil Kuddus and Mohammed Faiaz.

MOE representatives: Louise Stickland & Corrine Peters.

Apologies: Nazish Zaman-Khan & Rehana Sher

Minute Taker: Farook Ali (School Executive Officer)

Meeting began at 6.30pm with a recitation of the Holy Qur'aan by Principal of the school Asin Ali.

Principal welcomed all the members of the Board. All members introduced themselves to the Board including the MOE visitors. Louise Stickland & Corrine Peters briefly spoke on the statutory intervention and handing over the school to the Board. Bruce spoke on the history of State Integration of school in NZ and the background of his intervention at AMS. He acknowledged the positive progress of the school since his involvement at AMS through the Management by the Principal and his team. MOE clarified the roles of the Board is to Govern and the school Principal to manage and pointed out that this board is a Ministerial Appointed Alternative Constitutional Board (MAACB).

Recruitment of the members by MOE

MOE reps highlighted the measures they have taken to recruit the members. Out of 21 strong candidates they have selected 5 best candidates. The members selected are Ahlam Jemjoumi, Ashwat Khan, Imraan Mohammed, Nazish Zaman-Khan & Rehana Sher. Other members representing the Proprietor (IED Trust) are Muzzammil Kuddus & Mohammed Faiaz. Bruce will be the Specialist Advisor of the Board selected by MOE. Presiding Member (PM) and Bruce must sign an appointment document which has been prepared by MOE. All the members are highly educated with special skills and attributes in various fields and well-mannered personalities.

Ministry reps left after their briefing.

Presiding Member appointment

A motion was moved by brother Faiaz Mohammed that Ashwat Khan is a suitable candidate for the Presiding member that was seconded by brother Muzzammil Kuddus. It was suggested that this decision should be shared with the other two members who did not attend the meeting. Finally, it was agreed that Ashwat Khan be the **interim** Presiding member until confirmed in next meeting.

Bruce indicated that the following allowance will be paid to Board member if they attended the board meetings:

Members fee

- \$70 per meeting for the Presiding Member
- \$50 per meeting for the board meeting

Meeting Dates

Members discussed possible meeting dates. All members agreed on the last Monday of the month at 6.30pm at AMS Boardroom. By this time AMS accounts are normally available to be presented. Next meeting will be on 27/11/23. Future meeting dates will be as follows:

2023

Only if needed on Monday 11 December 2023

2024

26 Feb, 25 March, 29 April, 27 May, 24 June, 26 Aug, 23 September, 28 October, 25 November, if needed 9 December TBC

School background

Principal Asin Ali spoke about the background of the school and its establishment. He mentioned the challenges he met and faced being one of the founders of the school. He spoke briefly on the forensic audit and MOE intervention.

Conflict of interest/Related parties

Sister Ahlam suggested that all members declare their possible conflict of interest. It was said by a member that children of the members at AMS is not regarded as a conflict of interest.

Challenges to the new Board

MOE mentioned that the new Board will be facing challenges like maximum roll approval, uplifting the literacy and numeracy standards of new entrants in year 1 etc.

Board training

MOE suggested that Board members can contact NZSTA for more information and training on the governance of the school.

Introduction Pack

All members were handed a bulk of information about the school. Pack included: School website link, school policies link, agenda of last meeting on 27 Oct, Principals Report of Oct meeting, minutes of Sept meeting, financial accounts of Sept, School Prospectus, Accounts Procedure Manual, International Students Handbook, Integration Deed of Agreement, Staff Handbook, Code of Conduct for State School Board members and School Charter.

Action Item

1. Create board email.
2. PM and Bruce to sign the specialist advisor's appointment letter

Meeting ended at 8.10pm with prayers by the Principal

Meal was given to the members of the Board.

Next Meeting will be on Mon 27th Nov at 6.30pm.