



## Operational Policy 5 Financial Planning & Property Management

### National Administration Guideline 4

According to legislation on financial and property matters, each School Board is also required in particular to:

- i. allocate funds to reflect the school's priorities as stated in the charter;
- ii. monitor and control school expenditure, and ensure that annual accounts are prepared and audited as required by the Public Finance Act 1989 and The Education Act 1989;
- iii. comply with the negotiated conditions of any current asset management agreement and implement a maintenance programme to ensure that the school's buildings and facilities provide a safe, healthy learning environment for students.

### Our Commitment

The Miramar Christian School Board will ensure the school's financial and property resources are prudently managed to effectively support our teaching and learning programmes, while providing a healthy and safe environment for our students and staff.

### 1. Finance

- 1.1 The School Board will ensure Miramar Christian School's documented financial management procedures are actively followed and monitored for compliance.
- 1.2 The School Board will allocate funds in a way that gives effect to the priorities stated in the Miramar Christian School Charter and Strategic Plan.
- 1.3 The School Board will ensure that the school's annual operating objectives and budget reflect the School Board's priorities and obligations.
- 1.4 The School Board will meet the relevant legislative requirements for the preparation, audit, and publication of annual accounts.

### 2. Property

- 2.1 The School Board will work with the Proprietor, NZCPT, and Peniel Land Trust to establish and maintain a strategic property management plan aligned to the future needs of Miramar Christian School.
- 2.2 In conjunction with the Proprietor, NZCPT, and Peniel Land Trust the School Board will ensure Miramar Christian School's physical resources, including buildings, furniture, furnishings, equipment, and other facilities, are maintained to provide a healthy and safe environment for students and staff.

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

*Andrew Green*

On behalf of, and with the authority of the School Board on

Date: \_\_\_\_\_

*8-5-23*

Presiding Member:  
(Name)

*Andrew Green*

Next review date: March 2025