

## **1.0 ADMINISTRATION**

**CONSTITUTION OF MEETING:** Mr Johnston constituted the meeting with prayer.

**PRESENT:** Norman Johnston (in the Chair), Jean Paul Eason, Nashua Morrison (5.37pm), Joeli Bogitini (5.18pm), Gillian Laird, Patisepa Tala'imanu, David McGeorge, Viliami Ngaluafe (5.21pm), Jeff Johansson (6.25pm) and Brian Evans

**APOLOGIES:** Sifa Pole and, Jeff Johansson for lateness

**IN-ATTENDANCE:** Barbara Ngataki, Board Secretary

### **WELCOME**

Mr Johnston welcomed Rev Salesa to the meeting.

### **ACKNOWLEDGMENTS:**

**Whaea Paewhenua Nathan, Chaplain Maori:** the Board acknowledged the sad loss of Whaea Paewhenua Nathan. Whaea Paewhenua served Wesley College loyally for many years and she will be greatly missed.

## **2.0 STRATEGIC DECISIONS/DISCUSSIONS**

**2.1 2019 - 2021 Charter / Transitional Strategic Plan:** No items

**2.2 2020 Annual Plan and Charter:** No items

**2.3 Education Review Office (ERO) 2021 Timeline:** tbc

## **3.0 MONITORING**

### **3.1 NAG 1: Student Learning, engagement, process and achievement**

- **Special Character Presentation, Rev Salesa**

Rev Salesa engaged the Board with a Powerpoint presentation and a quick quiz relating to the College's Special Character and history.

Rev Salesa and members of the Board shared their combined knowledge.

Rev Salesa left the meeting at 5.37pm

- **Student Trustee Report**

Mr Ngaluafe advised the students are happy they are receiving a hot meal twice a week at breakfast but would still like to see milo introduced again.

- **Receive the Principal's Report**

The Principal reported on his report as contained in the Board Information pack.

The Principal advised the school has settled and worked extremely well after returning from lock down. Sport and extra curricula activities are back to life again. Student led conferences with whanau to be held on the last day of Term 2 were postponed to Friday 24<sup>th</sup> July due to the sudden and very sad loss of Whaea Paewhenua. There is optimism for a 75% plus turnout of families.

The Principal reported on the 2021 Projected Student Roll.

2021	Full Roll		Day		Boarding	
	Male	Female	Male	Female	Male	Female
Year 9	13	12	9	8	4	4
Year 10	65	25	25	14	40	11
Year 11	67	23	25	13	42	10
Year 12	51	24	20	7	31	17
Year 13	52	11	19	4	33	7
<b>Sub Total</b>	<b>248</b>	<b>95</b>	<b>98</b>	<b>46</b>	<b>150</b>	<b>49</b>
<b>Total</b>	<b>343</b>		<b>144</b>		<b>199</b>	
<b>International</b>	<b>5</b>	<b>Applications Pending</b>				<b>38</b>
<b>Domestic</b>	<b>338</b>	<b>2021 Places Available</b>				<b>-1</b>

Mr McGeorge noted the Year 9 roll for 2021 was low.

The Principal advised the school is top heavy, which does not leave many spaces for the enrolment of Year 9 students. At this stage, we are not enrolling any further students in 2020 so we can preserve spaces for Year 9 in 2021.

Mrs Ngataki advised previous intakes of Year 9 students has been approximately 90 since the introduction of junior girls.

Mrs Ngataki also advised that due to the school roll cap of 380, the decision to enrol only Year 9 students and the day student roll being full already means there are 28 applications for 2021 that cannot be considered. The applications range from Year 9 day students to a mixture of Year 10 – 13 day and boarding students.

Mr Johnston advised the Trust Board is working toward an application to the Ministry of Education to lift the roll cap hopefully it will be progressed quickly.

The Principal reported on the NCEA Data Analysis 2020 Internals.



The Principal advised that a review of student well-being will be undertaken by the Education Group.

The Principal and Senior Leadership Team wish to carry out an independent review of procedures and practices relating to the wellbeing of students to determine what improvements can be made. The review will be used to support the Principal and Senior Leadership Team to develop an action plan to ensure all wellbeing circumstances involving students are successfully managed and that students continue to be well supported in their learning and engagement as a result.

The review will be conducted between August and December 2020.

The Principal highlighted the methodology for the review, document analysis, reporting, organisation of the review and fees.

It was **AGREED** to receive the report of the Principal.

**JOHNSTON/TALA'IMANU  
AGREED**

- **2020 MOE July 1 Return**

It was **AGREED** to receive the 1 July Return.

**MORRISON/LAIRD  
AGREED**

**MEETING ADJOURNED FOR DINNER 5.58pm  
MEETING RECOMMENCED AT 6.25pm**

### **3.2 NAG 2: Self-Review – As per the Principal's report**

### **3.3 NAG 3: Personnel - As per the Principal's report**

- Reaffirm acceptance of Mr S Pole's resignation as HOD Mathematics

It was **AGREED** to receive with regret the resignation of Mr S Pole.

**EASON/JOHANSSON  
AGREED**

### **3.4 NAG 4: Property and Infrastructure**

- **Hostel Council Minutes:** there were no items for this meeting of the Board
- **Finance Report – P&F Sub-Committee**

Mr McGeorge reported on the tabled Annual Report for the Year Ended 31 December 2019.

It was **AGREED** to adopt the Annual Report for the Year End 31 December 2019.

**LAIRD/MCGEORGE  
AGREED**

Mr McGeorge reported on the tabled 2020 Budget.

Mr Eason enquired of the staffroom could be updated.

Mr McGeorge advised that it had been placed on the cyclical maintenance programme, however the Library was scheduled for an upgrade first.

Mr Mc George advised that there has been a significant increase in Chromebooks available for student use since the lockdown. We have had approximately 40 MOE Chromebooks returned to add to the school resources. The capital expenditure budget also includes classroom computers, switches and internet connectivity upgrades.

It was **AGREED** to approve the 2020 Budget.

**LAIRD/JOHANSSON  
AGREED**

Mr McGeorge reported on the tabled Finance Report to the Month End June 2020.

It was **AGREED** to receive the tabled Finance Report to the Month End June 2020. **MCGEORGE/EASON  
AGREED**

It was **AGREED** to receive the report of Mr McGeorge. **MCGEORGE/EASON  
AGREED**

- **Charity Applications:** There were no items for this meeting of the Board.

**3.5 NAG 5: Health and Safety:** as per the Principal's Report

**3.6 NAG 6: Administration and Compliance**

- **Combined Community / Māori and Pasifika Consultation Plan**

Mrs Morrison advised that a survey link will be emailed to families to complete. The survey will be locked to one response per participant.

- **Compliance Sub-Committee**

Mrs Tala'imanu reported on the Policies and Procedure as contained in the Board pack.

It was **AGREED** to approve and receive on block the following Policies and Procedure.

**TALA'IMANU/MCGEORGE  
AGREED**

**Policies:** Board of Trustees Conflict Resolution, Board of Trustees Code of Conduct, Curriculum Delivery, Education Outside of the Classroom

**Procedure:** Education Outside of the Classroom

- **Student Trustee Election Timeline/Returning Officer**

It was **AGREED** to confirm the 2020 Student Trustee timeline and to appoint Mrs Ngataki as the Returning Officer.

**MCGEORGE/JOHANNSON  
AGREED**

#### **4.0 ADMINISTRATION**

##### **4.1 Approve Minutes, 4 June 2020**

It was **AGREED** to confirm the minutes of the meeting held 4 June 2020, as a correct record.

**TALA'IMANU/JOHANSSON  
AGREED**

##### **4.2 Correspondence**

<b>DATE</b>	<b>OUTWARD</b>	<b>REGARDING</b>
08.06	Wesley College Trust Board	Consideration of school roll cap
16.06	Mr Siosiu Pole	Acknowledgement of resignation

<b>DATE</b>	<b>INWARD</b>	<b>REGARDING</b>	<b>SUGGESTED ACTION</b>
07.06	Mr Siosiu Pole	Resignation effective 25 September 2020	Approve
26.06	Aqualab	Drinking water results	Information
02.07	NZEI	Notification of Paid Union Meetings	Information

It was **AGREED** to receive the inward and approve the outward correspondence.

**LAIRD/TALA'IMANU  
AGREED**

*Mr Ngaluafu left the meeting at 6.45pm.*

## **IN-COMMITTEE**

It was **AGREED** at 6.46pm that in terms of Section 48 of the Local Government and Official Information Act 1987, the public be excluded from this part of the meeting, to discuss matters which, in public would infringe the privacy of a natural person under Section 9(a) of the Official Information Act 1989.

**TALA'IMANU/JOHANSSON  
AGREED**

It was **AGREED** that the Board of Trustees return to open meeting at 7.27pm after discussing student discipline and staff matters.

**JOHANSSON/BOGITINI  
AGREED**

## **GENERAL BUSINESS**

- **MOE Attendance Survey:** Mrs Ngataki advised that the survey has been completed by the Principal.
- **Police Vetting Forms:** Mrs Ngataki will email the forms to Board members to complete.

The meeting closed at 7.30pm with members sharing the Grace with each other.

Signed as a correct record this 27 August 2020

*Norman Johnston*  
**CHAIRPERSON**