

1.0 ADMINISTRATION

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

PRESENT: Norman Johnston (in the Chair), David McGeorge (5.05pm), Sepa Tala'imanu, Gillian Laird, Joeli Bogitini, Sifa Pole, Nashua Morrison, Jeff Johansson, Nasili Vaka'uta, Jean-Paul Eason, Troy Wigley and Brian Evans

APOLOGIES: Nasili Vaka'uta for early departure.

IN-ATTENDANCE: Barbara Ngataki, Board Secretary

ACKNOWLEDGEMENTS:

- Mr Norman Johnston: the board acknowledged Mr Johnston's 50 years of service to Wesley College.
- Mr Pate Fihaki, Teacher: Passing of his mother Mrs Meliame Fihaki
- Mrs Miriam Chainey - Teacher: Passing of her son Mr Bradley Chainey
- Mrs Heather Dempsey - Accounts Administrator: Passing of her father Mr Andrew Walker aged 97.

2.0 STRATEGIC DECISIONS/DISCUSSIONS

2.1 2021 Annual Plan and Charter: no items for this meeting of the Board

2.2 Education Review Office (ERO) 2021 Timeline: still to be confirmed

2.3 Election of Chairperson, Deputy Chairperson, Secretary

Mrs Ngataki assumed the Chair for the Election of Chairperson and called for nominations.

Chairperson:	Jeff Johansson - declined	EASON
	Sifa Pole - declined	MORRISON
	David Mc George - accepted	JOHNSTON/TALA'IMANU

Mrs Ngataki called for further nominations for Chairperson.

There being no further nominations Mrs Ngataki declared Mr McGeorge elected as Chairperson for the ensuing year.

Mr McGeorge assumed the Chair.

Mr McGeorge thanked the members of the Board for their confidence and advised that he will require the support of the Board to fulfil his role as the Chairperson.

Deputy Chairperson:	Jeff Johansson	TALA'IMANU/POLE
----------------------------	----------------	------------------------

There being no further nominations the Chairperson declared Mr Johansson elected as Deputy Chairperson for the ensuing year.

Secretary:	Barbara Ngataki	LAIRD/TALA'IMANU
-------------------	-----------------	-------------------------

There being no further nominations the Chairperson declared Mrs Ngataki elected as Secretary for the ensuing year.

2.4 Confirm sub-committees/delegations

It was **AGREED** to confirm the 2021 Delegations

**LAIRD/TALA’IMANU
AGREED**

It was **AGREED** to confirm the 2021 sub-committees.

**JOHANSSON/TALA’IMANU
AGREED**

2021 Discipline Committee Co-Option

It was **AGREED** to reaffirm the co-option of Mr Rod Gabb to the Discipline Committee.

**JOHANSSON/TALA’IMANU
AGREED**

2.5 It was **AGREED** to re-affirm on block the below recommendations as approved by email following the 3 December 2020 meeting.

**MORRISON/JOHNSTON
AGREED**

- 2021 Annual Plan and Charter Draft: 2021 Theme to be added. Adopted
- Principal’s Sabbatical Coding Notice 27/09/2021 – 19/12/2021. Approved
- 2021 Budget, noting the \$74514 deficit. Approved
- Finance Policy. Adopted
- 2021 Meeting Dates: Change Nov Meeting to 4/11 via Zoom. Approved
- 24 September 2020 Board Minutes and Correspondence. Approved
- 24 September 2020 In-committee Minutes and Correspondence. Approved

3.0 MONITORING

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

- Receive the Principal’s Report, Communications Plan, Charter and annual Plan, Start of Year

The Principal reported the school has had an excellent start to the year with our Service of Beginnings, prefect training, and Year 9 induction and camp. Swimming and Athletics sports have been completed. Students are focused and engaged in the classroom. Sport practices are well underway.

The Principal also advised that following the 1st initial 3-day lockdown, Harding hostel was closed and boarders sent home after a student had disclosed, he had been in contact with a Papatotetoe student. All students have since returned with no complications.

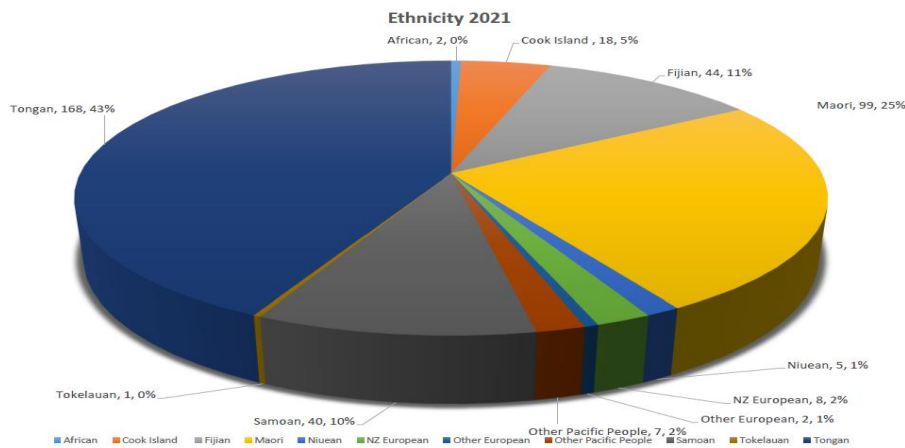
School Roll

2021	Full Roll		Day		Boarding	
	Male	Female	Male	Female	Male	Female
Year 9	68	25	11	10	57	15
Year 10	62	23	23	13	39	10
Year 11	68	20	25	11	43	9
Year 12	46	22	15	6	31	16
Year 13	49	11	14	3	35	8
Sub Total	293	101	88	43	205	58
Total	394		131		263	

International	5	Applications Pending	0
Domestic	389	Places Available	

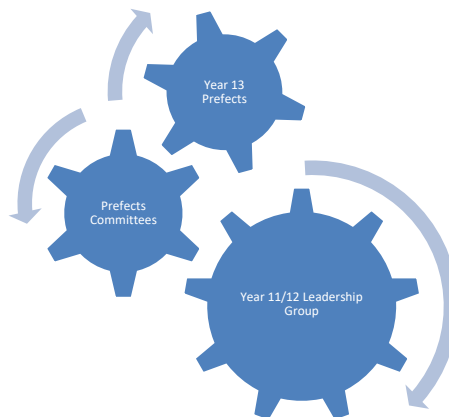
Of interest is there were 20 plus further students on the waiting list before school started at the end of January.

School Ethnicity



Academic Mentoring 2020

Overview: The aim of academic mentoring in 2021 is to provide weekly mentoring for all students so that they may reach their potential and achieve their goals. Academic mentoring will lead to increased engagement in the classroom as students become more aware of their learning needs and take responsibility for their future goals. Academic Mentors are now called ‘Learning Coaches’ in line with the school wide development of mentors/coaches on staff. Each teacher has a smaller group of students to meet with each week.



Year 13 prefects balance school contributions and prefect service.

Prefect committees are led by a staff member and include Year 11/12 students. The committees seek to connect Year 13 leadership to Year 11/12 – the Year 11/12 are taking the opportunity to identify themselves as leaders BEFORE year 13.

In time Yr 9/10 will join the groups.

Year 11/12 leadership group:

- Actively involved in community (or in our case in school?) activities for an hour or two a week.
- Working with community service groups

Wesley College Leadership Service Model

AREAS OF SERVICE COMMITTEE'S

1. Chapel
2. Kairangi and Student Well-being
3. Events and Culture

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

3.2 NAG 2: Self-Review - see Principal's Report

The Principal advised that Diane Pipe has provided a very good REP report which reflects very good results.

Growth Leadership Coaching

This year will see Growth Leadership Coaching further developed at Wesley. We now have 4 trained coaches who are under the guidance of Dr Paul Bennett, an expert in this area. This year all teaching staff will receive one on one coaching every 3 weeks.

Growth Coaching International's is a proven 'relationships to results' methodology for coaching individuals and teams. This very practical programme is designed to introduce participants to leadership coaching so that they can:

- exercise leadership with increased confidence and capability
- address performance management issues constructively
- enhance levels of motivation and commitment
- support the development of others more effectively
- provide difficult feedback while maintaining positive relationships
- facilitate higher standards and results

3.3 NAG 3: Personnel - see Principal's Report

- **Teacher Registration details**

It was **AGREED** to receive the current teacher registration.

New Employees 2021:

Mrs Julie Smith	Teacher Aide
Mrs Jade Kutztze	Teacher Aide
Mr Tu'atalatau Kaivelata	Guidance Counsellor
Mr Brian Mc Donald	Part-time teacher – Term 1
Mrs Jacqueline Hooks	Relievers
Mr Stuart McEwing	Relievers
Mr Timote Fangupo	House Parent

The Principal advised that Mr Tu'atalatau Kaivelata who has been employed as another Counsellor will work until around 6pm in the evenings to provide another layer of pastoral wraparound for students.

A 1st Aide position will also be established in term 2.

Start of Year Powerpoint Slides

The Principal noted the positive decline in stand-downs and suspensions across school and hostel.

The Principal advised some really good significant work across the campus using more Kairangi values and education; trying to get alternatives to using the board structure.

Prep has also worked really well with assistant Deans being available during the evenings.

The feedback from the Jan Hill review which has been happening for the past 6months records some positives and some work ons are required. The review will be completed in the next few weeks.

A Covid 19 plan has been developed but was too late to include with Board information the Principal will provide a copy to the Board.

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

3.4 NAG 4: Property and Infrastructure

The Principal advised major improvements have taken place over the summer. The front entrance way, library, room 12 and room 9 have all been developed to a superb standard.

Hostel Council:

Mr Johansson advised there was a brief walk around the school to view what maintenance has been done in the school and hostels. The school is looking very good.

Mr Johansson also advised the Library is looking very modern.

Mr Pole advised that following the start of year PLD he also viewed some of the recent upgrades and also agreed the Library is looking very good.

Mr Eason also advised the staffroom has also been upgraded.

Finance Report – P&F Sub-Committee

Mr McGeorge advised the sub-committee has not yet met.

A draft copy of the final accounts has been received by Mr McGeorge which is reflecting a surplus of \$165,000.00.

Mr McGeorge will ask Mrs Bellette for the final accounts to be emailed.

DM

Charity Applications

It was **AGREED** that the Board move into a Special meeting at 5.37pm

It was **AGREED** the Board return to Open meeting at 5.45pm

Following the Special meeting it was **AGREED** to approve on block the following funding applications.

**JOHANSSON/MCGEORGE
AGREED**

- Four Winds Foundation, Driver Education \$10,572.00
- Trillian Trust, CNI 1st XV Travel, \$9,280.00
- Tu Manawa Active Aotearoa, Athlete Nation, \$9370.00

School Infrastructure/TB Transition plan/2022 Enrolments

Following discussions:

It was **AGREED** to maintain a school roll of 400.

**MCGEORGE/JOHANSSON
AGREED**

It was **AGREED** any student vacancies incurred during 2021 will be left for the 2022 Year 9 enrolment.

**MCGEORGE/LAIRD
AGREED**

It was **AGREED** that only Year 9 will be considered for enrolment in 2022.

**MCGEORGE/LAIRD
AGREED**

3.5 NAG 5: Health and Safety- no items for this meeting of the Board

3.6 NAG 6: Administration and Compliance

The Principal advised moderation processes for NCEA as prescribed by the NZQA are being carefully monitored to ensure we meet all requirements. The current rate of approval is 79%, which has risen steadily from a very poor rate of over just over 50%. This is an ongoing project and is progressing well under the guidance of Chris Bean.

Other regulatory and compliance issues will be dealt with as a matter of course.

- **Community Consultation:**

Fijian Community Consultation Saturday, 27 February – Postponed

Mr Bogitini advised the consultation was postponed and a new date has not yet been confirmed. The new date is Covid Alert level dependant.

Mr Bogitini will advise the date at a later time.

It was **AGREED** to receive the report of Mr Bogitini.

- **Compliance Sub-Committee:**

- **Timetabling Policy**

It was **AGREED** to adopt the Timetabling Policy

**TALA'IMANU/POLE
AGREED**

- **Timetabling, National Qualifications and Occupational Safety and Health Worksafe Procedures**

It was **AGREED** to receive the Timetabling, National Qualifications and Occupational Safety and Health Worksafe Procedures

**TALA'IMANU/POLE
AGREED**

4.0 ADMINISTRATION

4.1 Approve Minutes 3 December 2020

It was **AGREED** to confirm the minutes of the meeting held 3 December 2020, as a correct record.

**MCGEORGE/JOHANSSON
AGREED**

4.2 Correspondence

Date	OUTWARD	Regarding
	No correspondence	

Date	Inward	Regarding	Suggested Action
21.12.2020	Aqualab	Drinking water results	Information
27.01.2021	Aqualab	Drinking water results	Information

It was **AGREED** to receive the inward correspondence.

**MCGEORGE/JOHANSSON
AGREED**

IN-COMMITTEE

It was **AGREED** at pm 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.

**JOHANSSON/MCGEORGE
AGREED**

It was **AGREED** that the Board of Trustees return to open meeting at 6.30pm after discussing student discipline and staff matters.

GENERAL BUSINESS

Social Worker:

Mr Eason enquired if the employment of a Social Worker is still being considered.

The Principal advised that discussions had been taking place with ATWC but with Covid last year it had stalled. The Principal will follow up again with ATWC.

Mr Johnston also advised that he had raised it with ATWC as well.

NZSTA/Board Governance PD Request:

Mrs Ngataki advised she had followed up the PLD request with NZSTA. If the Board would like to hold its own PLD the request should be made by the Chairperson. NZSTA may or may not approve the PLD. If it does, it would be for 2 hours and would have a cost associated to it.

If the Board were open to inviting other schools who are part of the Kahui Ako cluster the PLD would be automatically approved.

NZSTA did recommend the online modules and/or the PLD scheduled for Pukekohe High School 7 April 2021.

Mr McGeorge enquired if members were still interested in holding a PLD session.

Mrs Morrison advised that she had logged onto the online training and attended some of the scheduled PLD meetings. The objective was to have our own as Board so we could use the picture of how it we encounter governance and personalise the PLD to meet our needs. Mrs Morrison also found the Discipline PLD very interesting and would be of value to the Board.

Mr McGeorge suggested the Board may be able to do an online module together.

Following discussion, it was **AGREED** the Chairperson to follow up and log on to the online training to see if there were any modules of interest to the Board. **DM**

Nasili Vaka'uta left the meeting at 5.55pm

Board Vacancy:

Mrs Ngataki advised that should there be a Parent Representative vacancy on the Board it would have to be declared to its community and an election held to fill the vacancy.

Student Representatives Report:

Mr Wigley introduced himself to the Board. Mr Wigley advised that things from the student's perspective has been going well. Water quality has improved, and students appreciate the upgrade of the Library.

Students would like to see across year level membership for the service/leadership committee groups to enable Y9-12 students the opportunity to participate in forming ideas around the school.

Mr Wigley felt one aspect could be to engage students in developing items like the Kairangi and expectations posters and initiating a Y9-13 student council giving the younger leaders in the school the opportunity to grow.

The Board acknowledged Mr Wigley for his report and recommended that he speak with the Principal.

The Principal advised that some of the initiatives Mr Wigley had suggested had begun last year in the school. This year a couple of staff members will have oversight of the leadership committees. Leadership is the key to making change in the school.

Mrs Morrison advised that she has noticed that the changes are beginning to work.

Mr Wigley left the meeting at 6:05pm

6.1 Identify agenda items for next meeting

- Social Worker ATWC
- MOE Lunches in Schools Update
- PLD report back
- Community Consultation
- Financials

6.2 Next board meeting: Thursday, 27 May 2021

Signed as a correct record this 27 May 2021

David McGeorge
CHAIRPERSON