

1.0 ADMINISTRATION

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

PRESENT: David McGeorge (in the Chair), Sepa Tala'imanu, Gillian Laird, Sifa Pole (5.06pm), Nashua Morrison, Jean-Paul Eason and Chris Bean (Acting Principal)

APOLOGIES: Jeff Johansson, Troy Wigley, Joeli Bogitini, Brian Evans and Nasili Vaka'uta

IN-ATTENDANCE: Barbara Ngataki, Board Secretary

ACKNOWLEDGEMENTS:

- Mr Norman Johnston: 50 years of service dinner for Mr Johnston.
Mrs Ngataki read the email received from Mr Johnston expressing his gratitude to the Board.
- Mrs Lynda McKay: 25 years of service to the Wesley College/Library
- Mrs Doris Reeves: Mrs Reeves continues to deal with a serious health issue

2.0 STRATEGIC DECISIONS/DISCUSSIONS

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

2.5 Re-affirm acceptance of the following resignations received:

Mr Vince Hapi HOD Maori and Mrs Tracy Aramoana Gateway

It was **AGREED** to re-affirm the acceptance of the resignations for Mr Vince Hapi and Mrs Tracy Aramoana
MCGEORGE/TALA'IMANU
AGREED

CHAIRPERSONS COMMENT:

Mr McGeorge advised:

- although the operation/governance of the school is running well, should any members of the Board have concerns with the new Board meeting schedule to please let him know.
- he has contacted NZSTA to discuss PLD options and, also logged on to the online Governance module which he found very informative and simple to navigate.
- the Principal's Appraisal document has been received; it is an outstanding document and reflection of the positive direction the school is heading toward.
The Chairperson will table the document at the next meeting of the Board on the Principal's return.

3.0 MONITORING

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

• Acting Principal's Report

- At the close of Term 1 we acknowledged
 - the retirement of Lynda Mckay. She served as school Librarian for 25 years.
 - the career transition of Matua Vince Hapi to MIT who served 8 years as HOD Maori.

- Student participation in Polynesian festival during the last week of Term 1. Huge commitment by students, staff, families/caregivers.
- Term 2 start Monday 3rd May
- Dr Brian Evans on sick leave. His operation went well and expected return on Tuesday June 8th
- New staff welcomed for Term 2 (Refer to NAG 3)
- Winter sports underway- 4 codes: Basketball (4 teams), Netball (3 teams), Soccer (1 team), Rugby (7 teams)
- Wesley College Careers Expo went very well. Attended by our Year 9 to 13s on Thursday May 6th during Careers week.
- Year 9 Camp went very well. 3 days based at Epworth with school staff in attendance and Year 9s Monday May 10th to Wednesday 13th May.
- School lunch programme going well. Lunches provided for all students during the school days.
- Academic mentoring- Identified staff working to engage with their selected group of students and their families/caregivers around academic progress, attendance, reading programmes, numeracy programmes, general wellbeing in the college.
- Gateway- 20 students underway Tuesday May 25th to Thursday May 27th to complete their theory forklift licence programme. Thursday June 3rd to Friday June 4th the students will complete the practical component.
- **2022 Roll**

2022	Full Roll		Day		Boarding	
	Male	Female	Male	Female	Male	Female
Year 9	8	2	5	2	3	0
Year 10	69	24	11	10	58	14
Year 11	58	23	23	13	35	10
Year 12	67	19	23	10	44	9
Year 13	47	22	15	8	32	14
Sub Total	249	90	77	43	172	47
Total	339		120		219	

International **4** **Applications Pending** **36**
Domestic **335** **Places Available** **25**

Mrs Ngataki advised that there are approximately a mix of 12, Y9 day students and some Y10-13 students which cannot be considered for enrolment in 2022. The 2022, day student roll has already closed, and the Board determined to only enrol Year 9.

The number of spaces available for 2022 means the school only has room to enrol approximately 70 Year 9 students before meeting the cap of 400. In past years we have enrolled approximately 90 Year 9 students.

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

- **Receive the March Roll Return M1 Table**

It was **AGREED** to receive the 1 March Roll Return M1 table.

POLE/LAIRD
AGREED

3.2 NAG 2: Self-Review

The Acting Principal advised:

- The MOE ACCORD training day Thursday 13th May- focused on
 - Mana orite mo te matauranga Maori
 - Literacy and Numeracy
- The Staff PD day Friday 14th May- focused on
 - The school's special character, Kairangi values and new school website
- The elective prep evening activities are going well. Good success having girls and boys sharing in activities as well as the vertical age group mix is another positive. Activities based in the recreation centre are well patronised.

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

3.3 NAG 3: Personnel

The Acting Principal advised of the following appointments and resignations:

Appointments

- Matiaha Martin: HOD Maori
- Mereana Ngataki: Pou Manaaki
- Natasha Jeffery: Gateway
- Kim Taylor Cameron: Library
- Katie Mitchell: LTR for Desiree Pole
- Sue Fryer: Registered Nurse
- Kenny Groenewald: Hostel

Resignations

- Fale Uaine: Guidance Counsellor
- Lynda McKay: Librarian
- Shontelle Samuel: Health Clinic
- Charlie Gabriel: Hostel

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

ATWC Social Worker – deferred to August meeting

3.4 NAG 4: Property and Infrastructure

Hostel Council:

Mrs Tala'imanu advised there was no report for this meeting of the Board noting the Hostel Council will meet in a weeks' time.

- The Acting Principal advised:
 - The railings along the recreation centre are being repaired.
 - Road upgrade of the main entrance to Wesley underway. Side access cut away next to courts to allow traffic flow to/from the front of school.

Finance Report – P&F Sub-Committee

Mr McGeorge reported on the tabled April Finance Report

It was **AGREED** to approve payments totalling \$261,406.23

**POLE/MCGEORGE
AGREED**

Principal's Credit Card

The Principals credit card expenditure was checked. The sub-committee noted a minor item for follow up, however there are no concerns.

2020 Annual Report to the Year Ended 31 December 2020

Mr McGeorge presented the 2020 Annual Report.

It was **AGREED** to receive and approve the 2020 Annual Report as tabled.

**MCGEORGE/POLE
AGREED**

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

**MCGEORGE/POLE
AGREED**

Charity Applications

The Trusts Community Foundation, CNI Travel, \$9280.00

It was **AGREED** to reaffirm the application to the Trusts Community Foundation for CNI Travel.

**MCGEORGE/POLE
AGREED**

Mrs Ngataki advised that unfortunately the two applications made for CNI travel have been declined.

MOE Lunches in Schools Update

The Acting Principal advised the lunches in schools programme is running well. Students are enjoying their lunches and there has been a spin off benefit to day student families who now no longer pay Day Student costs.

The lunches in school programme has been extended for a further 3 years.

3.5 NAG 5: Health and Safety- See Principal's Report

- The Acting Principal advised that at the close of Term 1 a school evacuation drill took place.

The Board adjourned for dinner 6pm

The Board recommenced 6.30pm

3.6 NAG 6: Administration and Compliance

NZQA

The Acting Principal advised that a Managing National Assessment review will take place Tuesday June 17th. Review will be conducted by Jane Griffin from NZQA who our Schools Relationship Manager.

NZSTA PLD:

Continuing discussions from Mr McGeorge's report back the Board **AGREED** that developing an induction pack which included a Governance PLD in June 2022 for newly elected parent representatives would be helpful.

Community Consultation:

Fijian Community Consultation

In the absence of Mr Bogitini, the Fijian Community Consultation was deferred to the August meeting of the Board

Compliance Sub-Committee:

Policies: International Students, Polyfest Competition and Principal's Appraisal Procedure

Mrs Morrison advised that in considering the Polyfest Competition Policy that she would like overnight noho to be reconsidered for Maori.

Mrs Ngataki advised that at the time of writing the Policy the school was having difficulties with the overnight stay organisation/supervision, students were practising too late and as a result sleeping during class time.

The Principal does generally have discretion to consider overnight stays if they are properly organised, supervised and staff have completed the appropriate EOTC documents.

It was **AGREED** to approve on block the International Students, Polyfest Competition and Principal's Appraisal Procedure

**TALA'IMANU/POLE
AGREED**

Procedures: Sponsorship and Fundraising, HIV/AIDS and other airborne viruses, Student Code of Conduct, Student Behaviour Management

It was **AGREED** to receive on block the Sponsorship and Fundraising, HIV/AIDS and other airborne viruses, Student Code of Conduct, Student Behaviour Management International Student: Administration, Attendance, Communications and Complaints procedures

**TALA'IMANU/POLE
AGREED**

- **Trust Board Priority Enrolment Policy**

Following discussions relating to the 'Priority for Non-Preference students' it was **AGREED** that a letter be sent to the Trust Board requesting consideration of a Clause being added to the Policy which gives discretion to the Principal to make the final decision on the order of enrolment of non-preference students.

**TALA'IMANU/LAIRD
AGREED**

It was **AGREED** to receive the Trust Boards Priority Enrolment Policy

Confirm Student Trustee Election timeline

It was **AGREED** to confirm the Student Trustee Election timeline.

**EASON/MORRISON
AGREED**

Appoint Student Trustee Returning Officer

It was **AGREED** to appoint Barbara Ngataki as the Student Trustee Returning Officer.

**EASON/MORRISON
AGREED**

4.0 ADMINISTRATION

4.1 Approve Minutes 25 February 2021

It was **AGREED** to confirm the minutes of the meeting held 25 February 2021, as a correct record.

**MCGEORGE/POLE
AGREED**

4.2 Correspondence

DATE	OUTWARD	REGARDING
05.03	Mrs Tracey Aramoana - Gateway	Acknowledgement of resignation
05.03	Mr Vince Hapi – HOD Maori	Acknowledgement of resignation

DATE	INWARD	REGARDING	SUGGESTED ACTION
07.02	Mrs Tracey Aramoana	Resignation effective 09/03/2021	Receive/Approve
26.02	Aqualab	Drinking water results - Staffroom	Information
03.03	Mr Vince Hapi	Resignation effective 29/04/2021	Receive/Approve
31.03	Aqualab	Drinking water results - Sick Bay	Information
29.04	Aqualab	Drinking water results – Fountain by the Office	Information
20.05	WCOSA	Invitation to nominate BOT representative to executive	Receive/nominate

MATTERS ARISING

WCOSA Invitation: It was **AGREED** to defer the nomination of a BOT representative to the WCOSA executive to the August meeting of the Board.

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

**MORRISON/POLE
AGREED**

IN-COMMITTEE

It was **AGREED** at 6.49pm 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.

**MCGEORGE/POLE
AGREED**

It was **AGREED** that the Board of Trustees return to open meeting at 7.18pm after discussing student discipline and staff matters.

GENERAL BUSINESS

6.1 Identify agenda items for next meeting

- WCOSA Invitation
- Reporting of Incidents Policy and Procedure

6.2 Next board meeting: Thursday, 26 August 2021

The meeting closed at 7.20pm with members sharing the Grace with each other.

Signed as a correct record this 23 September 2021

David McGeorge
CHAIRPERSON