

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, Nashua Morrison, Jean-Paul Eason, Nasili Vaka'uta, Jeff Johansson, Te Aroha Rountree and Brian Evans

APOLOGIES: No apologies received

IN-ATTENDANCE: Barbara Ngataki, Board Secretary

ACKNOWLEDGEMENTS:

- The Board acknowledged the passing of the following Trust Board, past staff, family and community members of Wesley College:
 - Mrs Doris Reeves, past staff member and Friends of Wesley
 - Mr Ernie Lepper, Old student and Companion
 - Mr John (Jack) McCoskrie, Trust Board Member
 - Mr Johansson, brother of Mr Jeff Johansson
 - Mr Fata Leiataua Aumua, father to Mrs Pereira (DP)
 - Mrs L Vaike-Amoa, mother to Ms Vaike (HOD Science)
 - Mrs Hausia, grandmother of current students
 - Mr Tu'ifua, father of current student
- College Staff: the Board recorded its appreciation of staff and their continued support of students and families through this lockdown via direct communication and online distance learning.
- Prime Ministers Award Presentation: the Board acknowledged the work of Mr Faitala, supporting staff and students on being nominated for the Prime Ministers Award.

Declaration of Interest – Declared at Point of Interest:

STRATEGIC DECISIONS/DISCUSSIONS

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

2.2 Re-affirm acceptance of Mr Fale Uaine's resignation.

It was **AGREED** to reaffirm the electronic decision of the Board to accept Mr Uaine's resignation.

**JOHANSSON/POLE
AGREED**

2.3 Re-affirm approval of the Smoke-Free and Regulated Products Policy

It was **AGREED** to reaffirm the electronic approval of the Smoke-Free and Regulated Products Policy.

**JOHANSSON/POLE
AGREED**

INTRODUCTION:

Mr McGeorge introduced Mrs Te Aroha Rountree.

Mrs Rountree is a Te Taha Maori appointee to the Trust Board and has been appointed by the Trust Board as a Proprietor's Representative on the Board of Trustees.

Mr McGeorge welcomed Mrs Rountree to her first meeting of the Board of Trustees.

Dr Vaka'uta left the meeting at 4:15pm

3.0 MONITORING

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

- **Student Trustees Report:** deferred by NZSTA due to lockdown/election
- **Principal's Report:**

The Principal advised an excellent start to Term 3 with a focused and enthusiastic student body. Work on the Health and Safety review continues and has taken on even more significance given the Royal Commission focus on Abuse in Care.

Lockdown:

- transitioned to Level 4 Lockdown smoothly on August 14th
- No boarders remain on site
- Devices were delivered to homes by SLT over the first week
- Engagement at home has not been as steady as previous lockdowns
- Engagement might be measured at around 50% on a bad day upwards to 70% on a better day
- Schooling is a mixture of zoom lessons and google classrooms
- Regular contact with students and their whanau is attempted by Learning Coaches
- MOE have granted the LRC (Learning recognition Credits) again for 2021
- NCEA exams have been pushed out and will start 2 weeks later and finish later in December
- It could be unlikely we return at all in Term 3 given the time frames
- A 'Return to school Plan' is being put together by SLT, focus will be on student health and safety measures, wellbeing, an audit of academic progress and ensuring in particular Year 13 have what they need to leave
- Katie Mitchell will be kept on for term 4 to add some hours to release some pressure, her focus will largely be on Year 13 achievement (Katie had been covering maternity leave)

Some highlights:

- Another very successful two 'full' staff days with all campus staff, on first half day staff worked on what a great Wesley staff member looked like and also what are the protocols around student advocacy
- The next day and half saw teaching staff developing the new NCEA programme and all other campus staff developing their appraisal process together
- Recent attendance drive, every student given a clear message about their performance
- Several Kairangi focus weeks on student awareness – punctuality, preparedness
- Blue Light programme running Tuesday and Thursday mornings for Year 11 students
- 'Love Me Not' programme (focus on healthy relationships) run recently with all Year 12's
- Senior Netball team won their competition
- Under 15 White rugby team on track to win title
- A group of Year 10 students attended a mentoring camp on Great Barrier Island
- The school is a finalist in the Prime Ministers awards in 2 categories, Well-being and Engagement
- Feedback is that there seems to be a definite tone of engagement and embracing Kairangi values and the push to excellence

Alert Level 3-College Reopening/Term 4 Restart

The Principal advised following parental feedback to students returning in level 3 it was determined that it wouldn't serve the wellbeing of 3-4 Year 9 students to reopen the College hostel/school. The families were contacted to discuss the requirements of their children returning and to assure them there would still be continued support for their children to learn online at home. The school will remain closed for the rest of this term.

The Principal also advised that most students have devices now for online distance learning and hard copy work is being provided to those few who have requested it. There have been some real positives with direct contact with students and families which has been uplifting, most staff have undertaken direct contact via phone, zoom etc outside of their normal online distance learning programmes.

Planning continues for the return of students in term 4, pastorally and academically it will be a huge term for students as time will be short.

Mr Eason advised that he has contacted approximately 80 families by phone to have conversations with students and parents individually. Mr Eason feels the results for his department would be comparative to last year's results. Students are working well.

Mr Johansson enquired if staff are doing OK at home, is there risk of burnout?

Mr Johansson also suggested a special acknowledgement could be made in the form of a lunch on return to recognise the work of staff during this lockdown.

The Principal advised that the timing of this lockdown by comparison to the 2020, term 1 lockdown has been particularly hard for staff as they continue to provide online distance learning while managing their own household bubbles. There has been more stress placed on staff.

The Principal also advised that a small gift has been delivered to college staff in recognition and appreciation of their continued work and support of students.

Mr Eason also advised that this lockdown has been particularly hard, especially with being self-isolated following a reported Covid case at the Pukekohe High.

Mr Pole agreed that this lockdown has been much harder than the previous lockdown and he appreciates everyone's efforts to keep engaged with students and families.

Mr Pole noted that the students tend to start slow and quicken their pace later in the year. With the threat of Covid lockdowns is there a need for the school to plan to get students engaged quicker at the beginning of the year considering all the other added distractions of sport, polyfest and other term 1 extra-curricular activities included.

Mr Eason advised that a lot of the problem is authentication/moderation of student work throughout the year. Schools are reliant on the goodwill of other teachers from other schools to moderate work which slows the process of issuing student Credits. However, by end of the year students have their Credits issued.

The Principal agreed that the school does need to find a way to impress upon students the urgency of taking their learning seriously earlier in the year. Setting term 1 targets for students can work.

Mr McGeorge agreed that there may be a need to try and get students engaged earlier but it is part of the culture of the school sports, polyfest and other extracurricular activities happening in term 1 which is not unique to just Wesley College.

Mr Pole left the meeting at 4:20pm

Mrs Morrison advised from a parent's perspective she has been very impressed with the level of engagement by staff. She has been receiving an email at the end of each week advising what work her son has or hasn't done from his goggle classroom. You can see all the work staff are doing behind the scenes providing distance learning.

The Principal acknowledged Mrs Morrison's feedback and will pass it on to staff.

Ms Laird enquired if there have been any comparative studies as to how students will learn if Covid lockdowns were to continue again during next year.

The Principal advised as a school we have already experienced a 1st term lockdown in 2020. There have been some learnings from that lockdown and changes were implemented.

There will also be another review following this lockdown where some different models used by other schools may be considered. We will keep impressing on the students the need to get started earlier, find the tools to use so they can get a lot more done in term 1.

The school will continue to do its best to get students engaged and moving quickly.

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

• **Receive the June/July/Sept 1 Roll Return Tables**

It was **AGREED** to receive the 1 June, E3 table, 1July J3 table and the S3 table

**JOHANSSON/LAIRD
AGREED**

2022	Full Roll		Day		Boarding	
	Male	Female	Male	Female	Male	Female
Year 9	58	20	6	8	52	12
Year 10	64	24	12	11	52	13
Year 11	55	23	21	12	34	11
Year 12	64	18	23	9	41	9
Year 13	46	21	14	8	32	13
Sub Total	287	106	76	48	211	58
Total	393		124		269	

International 4 Applications Pending 3
Domestic 389 Places Available 4

Mrs Ngataki advised that 2021 roll retention of students has been very good. The 2022 roll is also healthy even with the lockdown. The 2022 roll has four spaces left and then will close off at 400 students.

3.2 NAG 2: Self-Review

The Principal reported the review data slides from the full staff day PLD as presented in his report to the Board.

Growth Leadership Coaching

The Principal advised the Growth Leadership Coaching continues to be developed at Wesley. We now have 4 trained coaches who are under the guidance of Dr Paul Bennett, an expert in this area. Teaching staff continue 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

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

3.3 NAG 3: Personnel

New Employees 2021

Hostel Staff

Gapper: Tyrelle West
Hostel Parent: Kenny Groenewald
Laundry: Chance Hemopo

School Staff

ATWC Social Worker: Debbie Chan
Counsellor: Janice Collins-Evans
Teacher Aide: Leeanne Tilaka

The Principal advised after a long period without an ATWC Social Worker Debbie Chan was appointed for the start of Term 3. She has proved to be an excellent appointment, very professional and empathetic. Her progress has been slowed a little with the lockdown.

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

3.4 NAG 4: Property and Infrastructure

The Principal advised that Work continues on general maintenance and taking opportunities to improve the site.

Hostel Council:

Mr Johansson advised that the Hostel Council met via Zoom on the 16th of September.

Mr Johansson advised that during the meeting the Director of Boarding reported that Hostel continues to monitor students who may be at risk of bullying in the Hostel. Hostel PLD and the promotion of the school Kairangi values continue. There was only 1 stand-down in the July – August period.

A report was also received from the Director of Hostel Services relating to school infrastructure.

Ms Laird advised that as the Grafton Downs development moves up Puhitahi Hill Road part of Pakeke Hostel will be removed. The Council is considering what can be put in to replace those boarding spaces. New architects have been contracted.

Mr Eason enquired with the time delay in the move for the school is there is going to be more emphasis on maintenance of the current school site.

Mr McGeorge advised the current site is where the school is now and, it is expected that the site will continue to be maintained to ensure students receive the best quality hostel and education we can provide.

The Principal advised that the site that was selected for the new school is now not suitable, and a hui has been scheduled to discuss other options one of which is that the school remain on the current site and redevelop here.

It was **AGREED** to receive the report of the representatives who attend Hostel Council.

Finance Report – P&F Sub-Committee

Mr McGeorge advised that the end of July Finance report was sent out with the Board information.

Mrs Ngataki advised Mrs Bellette will send out an updated report.

RSM Audit Costs

2021 - \$10530

2022 - \$11020

2023 - \$11360

The increase is 11.3% for 2021 (slightly lower than a lot of other schools at between 15 – 20%) and 3% per annum.

The Auditor General and MOE have approved the increases up to 20% due to the shortage of junior auditors (no overseas staff available)

It was **AGREED** to approve the RSM Audit 2021-2023 costs

**JOHANSSON/LAIRD
AGREED**

Mr McGeorge advised that the Property and Finance will meet as soon as practical.

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

Charity Applications: there were no applications

3.5 NAG 5: Health and Safety:

Health and Safety Minutes as reported in the Principal's Report

Mr McGeorge advised that cars travelling around the school continues to be an issue hopefully with the new design for the school this will be addressed.

The Principal advised with the use of 365 reporting it is a helpful tool in keeping on top of issues.

3.6 NAG 6: Administration and Compliance

- **Community Consultation:** no item for this meeting of the Board.
- **Fijian Community Consultation:** tbc
- **Compliance Sub-Committee:**

Following discussion, it was **AGREED** to approve on block the following policies.

**TALA'IMANU/JOHANSSON
AGREED**

Food and Nutrition, Strategic Planning, Student Discipline

It was **AGREED** to receive on block the following procedures:

**TALA'IMANU/JOHANSSON
AGREED**

Health Clinic Communication and Complaints, Cross Cultural Awareness, Parenting/Guardianship Orders, School Uniform, Ultraviolet Radiation Protection, Collection, Storage, Access and Disposal of Personal Information

It was **AGREED** to receive the report of the Compliance Sub-committee.

2021/2022 Student Trustee Elections: Paused per email from NZSTA

2022 Parent Representative Election: Succession Planning

Mrs Ngataki advised this should remain an Agenda item with the Parent Representative election scheduled for 2022. Further information will come out from NZSTA as the year progresses.

4.0 ADMINISTRATION

4.1 Approve Minutes 27 May 2021

It was **AGREED** to confirm the minutes of the meeting held 27 May 2021, as a correct record.

**MCGEORGE/TALA'IMANU
AGREED**

4.2 Correspondence

DATE	OUTWARD	REGARDING
01.06	Mr Chris Johnston, General Secretary TB	Priority in Enrolment Policy
01.06	Mr Jeff Johansson	Wesley Rugby Concern
30.06	Mr Fale Uaine	Acknowledgement of Resignation
27.07	School Community	Royal Commission Hearing

DATE	INWARD	REGARDING	SUGGESTED ACTION
26.05	Aqualab	Drinking water results – Kitchen	Information
21.06	Mr Fereti Neemia	Music Video in the Chapel	Information
26.06	Mr Fale Uaine	Resignation effective 23.07.2021	Receive/Approve
28.06	Aqualab	Drinking water results – Gym Kitchen	Information
21.07	Aqualab	Drinking water results – Office Kitchen	Information
30.08	NZSTA	Student Trustee Election	Receive
31.08	Aqualab	Drinking water results – Drinking fountain by office	Information
31.08	Hon Jan Tinetti	Sexual Harassment Survey findings	Information
13.09	Mr Chris Johnston, General Secretary TB	Proprietors Representatives	Receive
17.09	Mr Chris Johnston- Hostel Council	Priority in Enrolment Policy response	Receive

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

**MCGEORGE/JOHANSSON
AGREED**

IN-COMMITTEE

It was **AGREED** at 3.45pm 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/LAIRD
AGREED**

It was **AGREED** that the Board of Trustees return to open meeting at 4.20pm after discussing student discipline and staff matters.

5.0 GENERAL BUSINESS

- **Combined Boards/Dinner:**

It was **AGREED** that the Board would still like to continue with the Combined Boards meeting/dinner if possible.

- **Prize Giving**

The Principal advised that considering the Alert Levels he is considering this year's Prize Giving arrangements, options could be live streaming or recipient parents only.

The Principal will notify the Board when a decision has been made.

- **Te Wiki o te Reo Maori**

Mrs Ngataki advised that some students and staff created a virtual item which has been placed on the website. It's a very good clip acknowledging te Wiki o te Reo Maori and was led by Reon Bidmead one of the senior students.

6.1 IDENTIFY AGENDA ITEMS FOR NEXT MEETING

6.2 Next board meeting: Thursday, 11 November 2021, via Zoom

The meeting closed at 4.30pm with members sharing the Grace with each other.

Signed as a correct record 11 November 2021


CHAIRPERSON