

1.0 ADMINISTRATION

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

PRESENT: David McGeorge (in the Chair), Gillian Laird, Kuli Fisi'iahi, Fifita Viria, Sakeo Buke (5.50pm), Andrea Sikuea, Jean Paul Eason and Chris Wood (5.10pm) (Acting Principal)

APOLOGIES: Brian Evans, Lauraly Taia and Te Aroha Rountree

IN-ATTENDANCE: Barbara Ngataki, Board Secretary

ACKNOWLEDGEMENTS:

The Board acknowledged:
Passing of old student Mr Ian Buckley Fyers # 568 (1955)

STRATEGIC DECISIONS/DISCUSSIONS

- **Bank Account Signing Authority**

It was **AGREED** to reaffirm the email decision of the Board to appoint/approve Mr Chris Wood as a signing authority on the Bank Accounts.

**VIRIA/SIKUEA
AGREED**

- **2023 Delegations**

It was **AGREED** to confirm the 2023 delegations pending confirmation of the Laboratory Manager.

**FISI'IAHI/VIRIA
AGREED**

- **New Agenda Format: NELPs – National Education and Learning Priorities**

The Chairperson enquired if the Board was comfortable with the change of the agenda format. The Education Act implements a range of changes that are intended to strengthen school governance and refocus schools on what matters most for learners and their whānau, as well as to encourage the more active involvement of students, parents, families and whānau in education decisions affecting them.

It was **AGREED** to confirm the new agenda format.

**FISI'IAHI/MCGEORGE
AGREED**

- **2023 Strategic and Annual Plan:**

The Acting Principal advised the aim is to create a more user-friendly document which binds the work we do vertically through the college. The plan puts our special character and the work of John Wesley at the forefront and uses our school motto as a learning framework for all the work we do. The aim is to use the document whenever discussing strategic items and always bring us back to our vision and mission.

The annual plan sits underneath the strategic plan as a working document for just 2023 and contains the annual targets with key actions against each. Teams across the school will use both documents to plan their annual goals

It was **AGREED** to approve the 2023 Strategic and Annual Plan as presented. **FISI'IAHI/MCGEORGE
AGREED**

NELPS - NATIONAL EDUCATION AND LEARNING PRIORITIES

OBJECTIVE 1: Learners at the centre: Learners with their whanau are at the centre of education

1. Student Wellbeing: Creating a safe and inclusive environment

The Acting Principal advised despite hoping for a 'normal' year. Unfortunately, we lost 3 learning days due to the storms. It was a difficult decision as always to close the school however the health and safety of our staff and students had to be the priority. Once the storm died, teachers were on site preparing last Wednesday for students to recommence learning last Thursday. Some students remained on site during the storm. They were well looked after by hostel and teaching staff.

It was exciting to have the service of beginnings back on after 3 years. This is as always, a positive experience for all involved and good to be back together celebrating the new academic year. We look forward to year level camps, athletics day and polyfest.

- **Receive the Student Trustee Report:** there was no report for this meeting of Board.
- **Hostel Council Report:** Receive the report of the Trustees who attended

Ms Laird advised that she is aware that the Council met at the end of January and completed a health and safety site walk however, she didn't attend the meeting.

Mr McGeorge advised the Mr Telford, the Chairperson of Hostel Council has been unwell which may have delayed the meetings getting underway. Mr McGeorge requested a report be sent out to the Board. **BN**

Mr Eason enquired if an update relating to the hostel licence, ERO, MOE would be provided.

Mr McGeorge advised that at the end of the year ERO visited the school to view the hostel which he felt was driven by the response from the Royal Commission. Mrs Bellette had completed a lot of work getting together information ERO required, ERO left verbally advising everything was OK. However, a few days later the school was visited by the Hostel Licencing team from MOE who then removed the hostel licence. The main reason was the lack of overnight supervision in the hostel and other adjustments required to the hostel setup.

Mr McGeorge advised a huge amount of work was undertaken over the Christmas holiday period by staff which included the decision to employ overnight supervision. The Hostel Licencing team, on their return was impressed with the changes that had been made in a very short time and the hostel licence was returned a few days before school reopened.

Mr McGeorge advised that unlike other boarding schools our licence to operate is based on having boarders therefore, the closure of the hostels could have closed the school.

Mr Eason enquired if there is going to be permanent staff available to fill the overnight supervision roles.

Mr McGeorge advised the roles are currently being filled by school staff while Mrs Bellette works towards employing permanent staff.

Mr Wood advised that school staff are filling the gaps and it has been a game changer. Students are sleeping, feeling a lot safer juniors are reporting they are loving their sleep and their food.

Mrs Sikuea advised that she recalled having night and weekend matrons on during her time in Te Paea. There was someone on duty all night in the office, if anyone was mucking around or needing assistance during the night that person would take care of it, and it wasn't dependant on the house parents.

Mr George advised most of the problems in the Abuse in Care did go back to the 1990s.

Mrs Sikuea enquired what the criteria was to become an overnight staff member.

Mrs Ngataki advised that Mrs Bellette has already advertised and is currently waiting on vetting to come back as soon as it is received our staff will move back to their normal school roles.

Mrs Ngataki advised that all of the Principals in her time have made changes which they did for the betterment of the school but there have been flaws; all have made corrections to make things safer and better. It's been about progressing the school forward.

Rev Fisi'iahi advised that from a parent's perspective it means a lot to know there are staff on at night and our children are safe.

Ms Laird advised the school lost its licence on 20 December, giving Mrs Bellette and staff less than 6 weeks to get everything up to an acceptable standard to regain the Licence.

It was **AGREED** to acknowledge Mrs Bellette and the school staff who worked through the Christmas period to bring the hostel up to an acceptable code enabling the hostels to regain its licence.

**WOOD/FISI'IAHI
AGREED**

- **Health and Safety Report:** there was no report for this meeting of the Board.
- 2. Community Partnership/Consultation: Having high aspirations for every learner**
- **Community Consultation Report:** Acting Principals Report

Mrs Ngataki advised a meeting was held with all parents and caregivers of students at the beginning of the year to discuss a pledge against bullying.

Mr Wood advised the meeting was about engaging the parents post Commission to play a role in improving the culture at the school. A pledge was created for parents and students to sign around bullying not being acceptable and speaking out. It was well attended.

Mrs Ngataki advised that parents were given a feedback sheet which has been collated and is with Dr Evans now. Dr Evans is considering how best to share and respond to the information received.

OBJECTIVE 2: Barrier Free Access:

Great education opportunities and outcomes are within reach for every learner

3. Reducing Barriers to Education: Funding and learning support

- **Finance Report: P&F Sub-Committee**

Mr McGeorge reported on the draft annual accounts, a full set of audit accounts will be available for the May meeting of the Board.

It was **AGREED** to receive the draft annual accounts.

**EASON/FISI'IAHI
AGREED**

Mr McGeorge enquired if Mrs Bellette could come to the full Board meeting to address finance matters.

Mr McGeorge advised that Mrs Bellette is available to attend the May Board meeting and will decide after the meeting whether it is better if the sub-committee meets first or going straight to the Board works better.

Mr Eason requested that the Board meet more regularly.

Mr McGeorge advised that the reason the meeting dates were changed was to cut down on the work of school staff and Covid changed the way we meet.

Mrs Ngataki advised that one of the reasons the Board changed its dates was to allow the sub-committees to meet and complete the work required to report at the full Board making those meetings more efficient however the sub-committees aren't meeting. It is the convener's responsibility to call the meetings.

Mr Buke advised that he agrees the Board should meet but it doesn't matter if we meet in person or via zoom as long as we are prepared for the meeting.

Mrs Sikuea advised that she is committed to attending the meetings but felt every month is too much. She would also like face to face.

Mrs Ngataki reminded the Board it has agreed to have their meetings aligned with the Hostel Council and Trust Board so we all meet on the same day which is what is proposed for the May meeting.

Ms Laird raised concern that it may be too hard having the meetings all aligned. Ms Laird advised that she is happy to have the finance meeting and although there could have been a zoom meeting for finances there hasn't been yet. Ms Laird also advised traffic/travel to meetings can be difficult.

Rev Fisi'iahi advised that he is OK to meet but he too has other meetings that he must attend however whatever is best for the Board he will be happy with.

Mrs Viria advised as she has other committee meetings as well and once a term meeting with a face to face in May is ok for her.

Mr Wood advised may be twice a term might be an option.

Mr Eason felt the Board should hear what the Commission has advised and that the two Boards should be in contact with each other.

Mr McGeorge advised that most of the issues that was before the Commission was about the Hostels. The purview of that information related to the Trust Board. The school itself has been doing very well.

The Trust Board and Board of Trustees are relatively close, and our intercommunication is going well. Mr McGeorge advised that we could consider meeting as required.

Mrs Ngataki advised the next 3 meetings are face to face. Mrs Ngataki also advised the thought behind the Boards aligning dates was so the information came directly to each Board on the same day. As the 1st alignment meeting is in May we would have to wait and see if it will work in practice.

Ms Laird agreed it could be effective or not we have to wait and see.

Mr Wood advised it comes down to the quality of reporting and if you are satisfied with the reporting then once a term probably works.

Mr McGeorge advised there are 3 meetings face to face, May, July and August and then we will review after to see if more meetings are required.

Mrs Ngataki enquired if all the new board members have registered to NZSTA for professional development and are getting information from them.

The members of the Board advised they have.

- **Depreciation Schedule**

Mr McGeorge advised the estimated useful lives of the assets are:

Audio Visual	10 years
Plant and Machinery	10 years
Furniture and equipment	10 years
Information and communication technology	2-5 years
Leased assets	3-5 years
Motor vehicles	10 years
Textbooks	3 years
Library resources	12.5% Diminishing value

Rev Fisi'iahi left the meeting at 6.10pm

4. Every Learner Gains a Sound Foundation: Providing high quality education

- **PLD, Technology, Learning Support, Literacy and Numeracy**

OBJECTIVE 3: Quality Teaching and Leadership:

Quality teaching and leadership make the difference for learners and their whanau

Annual Review:

Currently teams across the school are reviewing and finalising 2022 NZQA information in departments and individually via their Professional Growth Cycle. Departments are developing strategic team goals negotiated with SLT and individuals have goals developed with their Growth Leadership Coach.

Key commentary:

- University Entrance (UE) has dropped again. The reasons for this are unclear at this stage however we believe there is a subtle shift in students priorities given the current climate. For example 14% of year 12s and 13s opted to leave education into full time employment during the year, other reasons could be that tertiary requirements require just a Level 3 pass.
- Levels of achievement remain largely unchanged at Level 1, 2 and 3. These results will increase over the coming weeks (as NCEA runs Feb to Feb and 2022 results are still being added)

Wesley College in Auckland										
	<u>2018</u>		<u>2019</u>		<u>2020</u>		<u>2021</u>		<u>2022</u>	
	Qty.	Rate	Qty.	Rate	Qty.	Rate	Qty.	Rate	Qty.	Rate
NCEA (Level 1)										
Year 11	54	85.7	44	61.1	51	68.9	58	69.9	51	68.9
Year 12	66	98.5	58	96.7	55	91.7	59	86.8	69	92.0
Year 13	48	100.0	58	100.0	52	100.0	57	98.3	57	96.6
NCEA (Level 2)										
Year 11	1	1.6								
Year 12	62	92.5	50	83.3	49	81.7	45	66.2	49	65.3
Year 13	48	100.0	58	100.0	51	98.1	55	94.8	51	86.4
NCEA (Level 3)										
Year 12									1	1.3
Year 13	41	85.4	49	84.5	47	90.4	41	70.7	34	57.6
University Entrance										
Year 13	20	41.7	27	46.6	30	57.7	18	31.0	14	23.7

5. Incorporating te reo Māori and tikanga Māori into everyday life:

- **Māori Advisory/Whanau/MOE Initiative**

Mrs Ngataki advised a group of 15 senior students, Y11-13 have been selected for the pilot vertical AM class.

There is still a group of Year 9 and 10 students who will also be invited to join the class although the HOD and Pou Manaaki are not restricting any of the students from being a part of the class should they wish to be a part of the pilot.

Students have been advised the Runanga is available during interval and lunchtimes. They all have all been advised the rule is respect the whare and each other.

The Pou Manaaki also held a meeting with all Māori students to introduce them to the senior Māori prefects and to give them an opportunity to meet and greet each other. Students were advised they are all here to support and help each other and to feel they can go to Matua or herself at any time for support and advice.

Mr Woods also advised there is a te Reo Māori class for staff occurring every second week.

Mrs Sikuea enquired about the haka competition and when it is.

Mr Wood advised the competition is in term 2 with Choral. Mr Wood advised that he is trying to reinvent the competition a little to align with tikanga.

Mrs Sikuea enquired if the haka competition is going to be led by other Māori students or by Māori as she felt the mana of the haka has been stripped by students with their way of disciplining other students.

Mrs Ngataki advised the HOD Māori is taking a very big role in haka, last year students learned haka powhiri and he is talking to students about the appropriateness of different haka that are being done. Students seem to think aggressive is the way it is, it is not. We don't haka like that. The HOD is trying to get that point across to students, so it is done correctly. The HOD is currently at Matatini hopefully performing with Manutaki and the Pou Manaaki also has an interest in Kapa Haka. A work in progress.

6. Develop staff to strengthen teaching and leadership:

- **Personnel:** New appointments as per the information contained in the Board packs

The Acting Principal advised there were several resignations before and after Christmas which made the hiring of new staff difficult due to the time of year, however the Wesley College staff have been strengthened by several fantastic new appointments.

The new appointments will lift the quality of teaching and learning, and we are proud to offer some new courses such as hospitality, English as a second language (ESOL), Maori Performing Arts and Classical studies. The year 11 timetable has been modified to create more choice, for example students will now operate a 2-semester model whereby they will have 4 options instead of 2, thus exposing them to a broader range of subjects. Te Reo Maori is being timetabled as a compulsory subject at year 11 also to further expand tikanga across the school.

Professional Learning Goals

The Acting Principal advised the main professional learning goals for staff are linked to the Strategic Plan.

Mana ōrite mō te mātauranga Māori - begins with a with whole day Tiriti o Waitangi workshop 6 April everyone welcome.

Mana ōrite mō te mātauranga Māori - for Maori students to navigate NCEA in a way that sustains Te Tiriti o Waitangi. Currently this involves the use of a framework for mātauranga Maori that staff are using to plan and frame their learning programmes.

The Acting Principal advised NCEA is changing the first year of this change will be implemented in 2024 and is a big shift. This year, planning is underway to incorporate the new Year 11 standards.

Literacy and numeracy - These new standards will sit parallel to the new NCEA standards.

Students will have to sit a literacy and numeracy test on top of getting credits meaning students will have to get 60 credits at level 1 and then get 20 numeracy and literacy credits in a test which will be a pass or fail situation.

The Acting Principal advised that Growth Leadership coaching continues, there is a team of 5 Growth Leadership coaches who are each assigned to 3 or 4 teachers to help with their personal goals.

Mr McGeorge enquired if the 15 student leaders were the students who went on the leadership course and the same who were presented at the Service of Beginnings.

Mr Wood advised that a lot of the students were the student leaders presented.

Mr McGeorge enquired if the teacher Growth Leadership coaches were from across the teaching staff or from senior leadership.

Mr Wood advised they were from senior leadership, middle leaders, HODs, and teachers, anyone who had the greatest growth mindset. They undertook 4 days training.

It was **AGREED** to receive the 2023 new appointments as presented.

- **2023 Teacher Registration:** as per the information contained in the Board packs

It was **AGREED** to receive the 2023 teacher registration as presented.

- **Tauira Rangatira**

The Acting Principal advised Tauira Rangatira is the Wesley College Leadership framework. It is built on the foundation of family, the students, the teacher, and their faith. These elements heavily influence student outcomes. The model aims to teach leadership skills to all students at Wesley College. Secondly, to provide a variety of opportunities to develop students and staff leadership skills to serve our families, the school, and the community (Service/Action Model). Thirdly, the need to develop a leadership framework specific and unique to Wesley college due to its special character of Faith.

The Acting Principal advised there are 4 areas where students can become leaders Wairua-Chapel Committee, Kairangi-Kairangi Committee, te Arataki-Extra-curricular and Kaiwhakaako-students coaching students

We have invested in a system where students are trained as coaches; there are approximately 15, Year 13 students trained as coaches giving them the skill to coach the Year 9s with the aim of making better conversations and helping Year 9s on a developmental level; nurturing them with their schoolwork/life all toward making a better environment. There are also 11 teachers trained in growth coaching who will continue to develop other students each year to become coaches.

It was **AGREED** to receive the Tauira Rangatira as presented.

- **ERO:** receive an update from the Principal

The Acting Principal advised that we haven't heard from ERO as to when they are visiting next.

Mr Eason requested if feedback could be given to staff.

Mrs Ngataki advised that ERO has a different process which we are all aware of they are here for 24 months coming and going looking at different things after which time we will receive a report.

Mr Eason advised that staff weren't aware of that.

Mrs Ngataki advised that Dr. Evans announced EROs timeline at 2 staff briefings.

Mr McGeorge advised that ERO did meet with them initially.

Mr Wood advised they spent a couple of days at the school, and he hasn't heard anything since.

OBJECTIVE 4: Future of Learning and Work:

Learning that is relevant to the lives of New Zealander's today and throughout their lives

7. **Collaborating with industries and employers:** there were no items for this meeting of the Board.

BOARD COMPLIANCE

- **Board Resignation:** Selection or By-election per NZSTA flowchart

Following discussions, it was **AGREED** to advertise the casual vacancy to the community. Should more than 10% request an election and election will be held.

**EASON/VIRIA
AGREED**

It was also **AGREED** that should an election be required the Board appoint Mrs Janet Wheatley the returning officer.

**EASON/VIRIA
AGREED**

- **2023 Meeting Schedule:** May/August meeting dates tbc

Mrs Ngataki advised that the Principal is working towards aligning the meeting schedules of the Hostel Council, Trust Board and Board Trustees. The date will be shared with the Board as soon as it is confirmed.

- **Timetabling Procedure**

It was **AGREED** to receive the Timetabling Procedure as presented.

**MCGEORGE/VIRIA
AGREED**

ADMINISTRATION

- **Approve Minutes 10 November 2022**

It was **AGREED** to confirm the minutes of the meeting held 10 November 2022, as a correct record.

**BUKE/VIRIA
AGREED**

- **Correspondence**

date	OUTWARD	Regarding
15.11	Ms Tara Tautari, General Secretary Methodist Church	Acknowledgement
15.11	Mr Chris Bean	Acknowledgement of resignation and service
15.11	Mr Colin Telford, Chairperson Hostel Council	Hostel Council attendance request - Miss Lauraly Taia

Date	Inward	Regarding	Suggested Action
23.11	Aqualab	Drinking water results – Staffroom	Information
28.11	Miss Nikki Bhana	Resignation	Receive/Acknowledge
01.12	Mr Samuela Siliasau	Resignation	Receive/Acknowledge
03.12	COL New Appointments Panel	Appointment of Ms Joanna Ah-Sam to COL	Receive
19.12	Aqualab	Drinking water results – Office Kitchen	Information
10.01	Mrs Rita Fatialofa	Resignation	Receive/Acknowledge
23.01	Mr Roland Olago	Resignation from BOT	Receive/Acknowledge
23.01	Aqualab	Drinking water results – Office Kitchen	Information
17.02	Aqualab	Drinking water results – Staffroom	Information

Matters Arising:

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

**EASON/LAIRD
AGREED**

5.0 GENERAL BUSINESS

IN-COMMITTEE

It was **AGREED** at 6.30pm 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.

It was **AGREED** that the Board of Trustees return to open meeting at 6.45pm after discussing student discipline and staff matters.

**MCGEORGE/SIKUEA
AGREED**

NEW BUSINESS

Q and A programme:

Ms Indira Stewart coming in on Monday to interview for the Q and A programme.

Questions are post Commission and about how the school is going around anti bullying. She has sent some questions which Mr Wood and Dr. Evans will go through prior to the interview.

Mrs Ngataki advised that she is doing a programme on Sekope Kepu.

Chaplaincy Committee:

Mr McGeorge will have a conversation with the Chaplain to organise a Chaplaincy meeting.

Mrs Ngataki advised that Rev. Salesa is one of the staff who has been helping with the night shifts. The night shifts are taking its toll and to be aware staff are tired.

Next board meeting: 25 May 2023, onsite tbc

The meeting closed at 6.50pm in prayer.

Signed as a correct record this 26 April 2023

David McGeorge
CHAIRPERSON