

CONFIRMED MINUTES

SCHOOL BOARD MEETING



At the **School Board Meeting** on **4 Apr 2024** these minutes were **confirmed as presented**.

Name:	Wesley College
Date:	Thursday, 29 February 2024
Time:	5:00 pm to 6:20 pm (NZDT)
Location:	Wesley College Meeting Room beside the Dining Room, 801 State Highway 22, Paerata
Board Members:	(Principal) Brian Evans, (Presiding member) David McGeorge (Chair), (Parent Representative) Kuli Fisiiahi, (Parent Representative) Fifita Viria, (Parent Representative) Carla Makiha, (Proprietor's Representative) Gillian Laird, (Parent Representative) Sakeo Buke
Attendees:	(School Board Secretary) Barbara Ngataki
Apologies:	(Staff Representative) Jean-Paul Eason, (Limited Statutory Manager) Shane Edwards, (Proprietor's Representative) Patisepa Tala'imanu

1. CONSTITUTION OF MEETING

1.1 Apologies



Receive Apologies

It was agreed to receive the apologies as tabled.

Decision Date: 22 Feb 2024

Outcome: Approved

1.2 Interests Register

1.3 2024 Presiding Member and Secretary



Election of Presiding Member and Secretary

Presiding Member:

Mrs Ngataki took the Chair and called for nominations.

Nominated: Mr David McGeorge Evans/Makiha

Mrs Ngataki called for further nominations.

There being no further nominations Mr David McGeorge is declared the Presiding Member for 2024.

Mr McGeorge took the Chair.

Mr McGeorge advised he is aware there is possibly one meeting he will not be available to preside over.

Mr McGeorge enquired if there are any members of the Board willing to preside over the meeting should he not be available.

Rev Kuli nominated Ms Laird.

Following discussions Ms Laird advised she would be available if required.

Secretary:

Mr McGeorge called for nominations for the Secretary

Nominated: Mrs Barbara Ngataki Laird/Makiha

There being no further nominations Mrs Ngataki is declared the Secretary for 2024.

Decision Date: 22 Feb 2024
Mover: (Presiding member) David McGeorge
Seconder: (Parent Representative) Carla Makiha
Outcome: Approved

1.4 2024 Board Delegations and Subcommittees



Confirmation of the 2024 Board Delegations and Sub-Committees

2024 Delegations: It was agreed to approve the 2024 Delegations as presented.

2024 Sub-Committees: Mrs Ngataki read out each of the sub-committee memberships.

Mrs Ngataki advised Mrs Bellette has requested those on the Property and Finance Sub-committee attend the meetings.

Mr McGeorge advised the dates and times of the meetings need to be consistent so members can be available.

Ms Laird enquired which sub-committee needs more membership.

Mrs Ngataki advised it is likely the Discipline Committee requires more membership.

Rev Kuli to be added to the Discipline Committee.

Mrs Ngataki to send the amended sub-committee membership to all board members.

Should a member wish to be added to/removed from a sub-committee to notify Mrs Ngataki.

It was agreed with amendments to sub-committee membership that the 2024 sub-committees be approved.

Decision Date: 22 Feb 2024
Mover: (Presiding member) David McGeorge
Seconder: (Parent Representative) Kuli Fisiiahi
Outcome: Approved

1.5 Acknowledgements



Receive Acknowledgements

- New Year Honours: Sir Ian Mune [1955-1957] Knight companion of New Zealand Order of Merit, for services to film, television and theatre.

It was agreed that a letter of acknowledgement be sent to Sir Ian Mune.

- Service of Beginnings: Mrs Makiha acknowledged Matua Martin (HOD Maaori) and students for the Powhiri undertaken at the beginning of the Service of Beginnings. Great to see Matua supported by the school.

Decision Date: 22 Feb 2024
Mover: (Presiding member) David McGeorge
Seconder: (Principal) Brian Evans
Outcome: Approved



Sir Ian Mune

A letter of acknowledgement to be sent to Sir Ian Mune.

Due Date: 4 Apr 2024
Owner: (School Board Secretary) Barbara Ngataki

1.6 Minutes

School Board 23 Nov 2023, the minutes were confirmed as presented.



Confirm the November minutes of the Board

It was agreed to confirm the minutes of the meeting held 23 November 2023 as a correct record.

Decision Date: 22 Feb 2024
Mover: (Presiding member) David McGeorge
Seconder: (Parent Representative) Sakeo Buke
Outcome: Approved

1.7 Action Sheet



Receive the February action sheet

Paerata Rise Community Spirit:

Mr McGeorge advised he has raised the community spirit venture at the Grafton Downs Board.

Mr McGeorge advised that Mr Chris Johnston is on the community board for Paerata Rise and could take the lead in establishing a stronger link between the school and the community.

Mrs Ngataki advised that our students have already supported a couple of community events.

The Principal advised our students have also supported Paerata School.

Professional Learning Plan:

The Principal advised the plan has been completed.

Staff Policy Training:

The Principal advised an updated policy training schedule is included in the Board information.

Local Haapu Engagement:

Mr McGeorge advised that he and the Principal have been discussing other occasions where the Haapu could be invited.

It was agreed to receive the action sheet follow up.

Decision Date: 22 Feb 2024

Outcome: Approved



Local Haapu Engagement

To leave as an action item.

Due Date: 4 Apr 2024

Owner: (Presiding member) David McGeorge

1.8 Correspondence



Receive Correspondence

Dr Das: The Board received with regret the resignation of Dr Das. It was agreed that a letter of acknowledgement be sent to Dr Das. It was agreed to receive the inward correspondence.

Decision Date: 22 Feb 2024

Mover: (Presiding member) David McGeorge

Seconder: (Proprietor's Representative) Gillian Laird

Outcome: Approved



Dr Das

A letter of acknowledgement to be sent to Dr Das.

Due Date: 4 Apr 2024

Owner: (School Board Secretary) Barbara Ngataki

2. Management Reports

2.1 Principal's Report



Receive Principal's Report

Dr Evans advised he will take the report as read.

The 2023 Reading Enhancement Programme report is outstanding with amazing results.

The start of the year has been busy with the school roll sitting at 366.

The Year 9 intake is sitting at 88 which is great considering all the media coverage last year.

The school athletics day is tomorrow and attendance is at its best since 2019.

The Senior Prefect is a female this year; only the 2nd female to ever be appointed.

2023 Year 9/10/11 Dux were all Maaori.

Mr McGeorge advised he enquired with the Principal based on the information reported by the media about the Literacy and Numeracy results around the country had Wesley College done the test in the lead up to NCEA exams.

The Principal advised Literacy and Numeracy is a focus in every school this year as it is Ministry driven.

The Principal advised swimming sports was great, the tone and culture was really well organised by the student leaders.

Mrs Makiha enquired in considering no weather events happened this year, having a more settled beginning to the year with camps and the big hostel weekend in has it contributed to students settling quickly.

Dr Evans advised it definitely did, in the past 3-4 years students have had to deal with covid, lock-downs, teacher strikes, negative media coverage and an Education Review Office Special review. Our students are as proud of their school as we are and no one has really understood the impact of the non stop disruption has had to their lives.

This year with less disruptions the students seem to be a lot more settled.

It was agreed to receive the report of the Principal.

Decision Date: 29 Feb 2024
Mover: (Presiding member) David McGeorge
Seconder: (Parent Representative) Sakeo Buke
Outcome: Approved



Reading Enhancement Programme

A letter of acknowledgement to be sent.

Due Date: 4 Apr 2024
Owner: (School Board Secretary) Barbara Ngataki



2023 Year 9/10/11 Dux

Letters of acknowledgement to be sent.

Due Date: 4 Apr 2024
Owner: (School Board Secretary) Barbara Ngataki

2.2 Hostel Council



Receive the Hostel Council Report

Mrs Makiha apologised she had missed the meeting.

The Principal advised the first meeting of the Council is usually to walk the site.

Decision Date: 29 Feb 2024
Outcome: Approved

2.3 Finance Report



Receive the Finance Report

Mr McGeorge advised the Finance committee has not yet met.

The Principal advised the draft accounts have been submitted to the Auditors.

Mr McGeorge advised the financial accounts will be sent out via email as soon as they are received.

Decision Date: 22 Feb 2024
Mover: (Presiding member) David McGeorge
Seconder: (Principal) Brian Evans
Outcome: Approved

2.4 Policy Sub-Committee (PSC) Report



Receive the report of the Policy Sub-committee

Mrs Ngataki advised in the absence of Dr Edwards, he has met with Mrs Saunders and herself to discuss the hand over of the Policy sub-committee. Mrs Saunders will co-convene with Mrs Tala'imanu. The next lot of policies will be reviewed by the sub-committee ready for tabling at the April meeting of the Board.

Decision Date: 29 Feb 2024
Outcome: Approved

2.5 2024 Board Work Plan



Receive the Board Work Plan

Mrs Ngataki advised the workplan was there for information and included the next scheduled policies for review.

Decision Date: 29 Feb 2024
Outcome: Approved

2.6 2024 Camp



2024 Camp Approval

The Principal advised the RAMs documentation was completed in full and are available.

It was agreed to reaffirm the email decision of the Board approving the 2024 Camps.

Mr McGeorge advised he attended an Epworth Board meeting where there was a note in the Camp Manager's report advising how students were so well behaved and the camp was run well by the leaders. One of the best camps they had seen.

Decision Date: 29 Feb 2024
Mover: (Parent Representative) Sakeo Buke
Seconder: (Parent Representative) Kuli Fisiiahi
Outcome: Approved

3. Other Business

3.1 2023 Achievement



Receive the 2023 Achievement Reports

In the absence of Dr Edwards the Principal advised the final results will be presented at the April meeting of the Board.

Mr McGeorge advised students still have an opportunity to submit work to gain credits in the new year which staff and students have been working on.

Decision Date: 29 Feb 2024
Outcome: Approved

3.2 Education Review Office (ERO)



Education Review Office Update

In the absence of Dr Edwards the Principal advised that ERO will be visiting the school again this term.

Decision Date: 29 Feb 2024
Outcome: Approved

3.3 March School Board Meeting



School Board Meeting Reschedule

Mrs Ngataki advised at the time of setting the 2024 meeting dates she wasn't aware Easter had been moved forward.

The scheduled March date is immediately prior to Easter weekend and enquired if the board would like to reschedule to April 4.

It was agreed to reschedule the meeting to April 4 at 5pm.

Ms Laird will zoom in.

Decision Date: 29 Feb 2024
Mover: (Presiding member) David McGeorge
Second: (Parent Representative) Fifita Viria
Outcome: Approved

3.4 NZSTA Training



NZSTA Training Update

Mrs Ngataki advised that Mr France, NZSTA is likely to attend the April meeting of the Board to complete his training sessions.

Mrs Ngataki will advise him of the new date.

Decision Date: 29 Feb 2024
Outcome: Approved

3.5 School Building Programme



School Building Programme Update

Mr McGeorge asked if the Principal could give an update of progress to date.

The Principal advised that due to a Police vetting concern the project has slowed down as a key asbestos specialist cannot be onsite.

The building is now not expected to be down until May.

The Principal advised he has requested the contractors to provide a full site scope of the project including costings which could be presented to the boards.

The Principal to follow up with the contractors.

Decision Date: 29 Feb 2024
Outcome: Approved



School Building Full Site Scope

Contact the contractors to follow up full site scope of project for presentation to the Boards.

Due Date: 4 Apr 2024
Owner: (Principal) Brian Evans

3.6 In-Committee Section



In-Committee

It was agreed at 5.53pm the public is excluded from this part of the meeting, to discuss matters which, in public would infringe the privacy of a natural person under Section 9(2) (a) of the Official Information Act 1982. The Board moved out of in-committee at 6.05pm

Decision Date: 29 Feb 2024
Mover: (Presiding member) David McGeorge
Seconded: (Parent Representative) Kuli Fisiiahi
Outcome: Approved

3.7 Hostel Process



Hostel Process Concern

Mrs Fifita advised parents had contacted her regarding a hostel concern. The Principal advised the concern is for the Trust Board and not a matter for the School Board however he can report the process has been reviewed and the parents contacted.

Decision Date: 29 Feb 2024
Outcome: Approved

3.8 Student Phone Ban



No Phone Policy

Mr Buke enquired when is the school commencing the no phone policy. The Principal advised it will be implemented in Term 2. The Principal also advised he wanted to be inclusive gaining student voice before implementing the no phones to hopefully make the transition easier. Ms Laird enquired what does the ban mean for the usage of the Stymie App and confidentiality. The Principal advised students will still have their phones after school and could use their laptops.

Decision Date: 29 Feb 2024
Outcome: Approved

4. Meeting closed

4.1 Close the meeting

Next meeting: School Board Meeting - 4 Apr 2024, 5:00 pm

New Actions raised in this meeting

Item	Action Title	Owner
1.5	Sir Ian Mune Due Date: 4 Apr 2024	(School Board Secretary) Barbara Ngataki
1.7	Local Haapu Engagement Due Date: 4 Apr 2024	(Presiding member) David McGeorge
1.8	Dr Das Due Date: 4 Apr 2024	(School Board Secretary) Barbara Ngataki
2.1	Reading Enhancement Programme Due Date: 4 Apr 2024	(School Board Secretary) Barbara Ngataki
2.1	2023 Year 9/10/11 Dux Due Date: 4 Apr 2024	(School Board Secretary) Barbara Ngataki

Item	Action Title	Owner
3.5	School Building Full Site Scope Due Date: 4 Apr 2024	(Principal) Brian Evans

Signature: _____

Date: _____