

CONFIRMED MINUTES

SCHOOL BOARD MEETING



At the **School Board Meeting** on **23 May 2024** these minutes were **confirmed as presented**.

Name:	Wesley College
Date:	Thursday, 4 April 2024
Time:	5:00 pm to 6:10 pm (NZDT)
Location:	Wesley College Meeting Room beside the Dining Room, 801 State Highway 22, Paerata
Board Members:	(Presiding member) David McGeorge (Chair), (Principal) Brian Evans, (Proprietor's Representative) Gillian Laird, (Parent Representative) Sakeo Buke, (Parent Representative) Carla Makiha, (Staff Representative) Jean-Paul Eason, (Parent Representative) Kuli Fisiiahi, (Proprietor's Representative) Patisepa Tala'imanu
Attendees:	(School Board Secretary) Barbara Ngataki, Chris France
Apologies:	(Parent Representative) Fifita Viria, Dr Shane Edwards

1. CONSTITUTION OF MEETING

1.1 NZSTA Training



Reporting to the Board

Mr France proceeded with the scheduled training for board members.

Decision Date: 4 Apr 2024

Outcome: Approved

1.2 Apologies



Receive apologies

It was agreed to receive the apologies.

Decision Date: 4 Apr 2024

Outcome: Approved

1.3 Meeting Quorum



Quorum

Due to apologies and technology failure the Board was unable to form a quorum for the meeting therefore to enable business to continue the Board members who were present Mr David McGeorge (Presiding Member), Dr Brian Evans (Principal), Mr Jean-Paul Eason (Staff Representative), Mrs Sepa Tala'imanu

(Proprietors Representative), Ms Gillian Laird (Proprietor's Representative) requested the following agenda items be approved and/or received as read/information via email.

The agenda items are contained in the board meeting packs.
Minutes to reflect board members responses in the attendees.

Approval Required:

1. Minutes of the meeting held 29 February 2024
2. Correspondence
3. Annual Plan (to be submitted to the Ministry of Education)
4. Strategic Plan (to be submitted to the Ministry of Education)
5. Professional Learning and Development Plan
6. Policies: Curriculum, Health and Safety, Pastoral Committee, Polyfest, Safe School and Timetable
7. Finance: Depreciation Rates, 2024 Budget, Finance Report, Reaffirm funding applications
8. March 1 MOE Roll Return

Receive as read/information:

1. Principal's Report
2. 2023 End of Year Achievement Report
3. 2024 Culture and Environment Responsiveness Plan
4. Health and Safety Report
5. Complaints Report
6. Pastoral Report
7. SENCo Report
8. Wesley College Building Project Plans
9. Departmental Reports to Board: Life and Faith, Maaori, Science, Mathematics, Music, English, Visual Arts, Health and PE, Social Sciences
10. Hostel Council Minutes
11. 2024 School Board Work Plan

Decision Date: 4 Apr 2024
Mover: (Presiding member) David McGeorge
Second: (Principal) Brian Evans
Outcome: Approved



Board Agenda Items

Email to be sent to Board members requesting approval/receipt of agenda items.

Due Date: 5 Apr 2024
Owner: (School Board Secretary) Barbara Ngataki

1.4 Interests Register

1.5 Delegations and Sub-Committees



Receive Delegations and Sub-committees

It was agreed to receive the delegations and sub-committees as information.

Decision Date: 4 Apr 2024

Outcome: Approved

1.6 Acknowledgements



Receive Acknowledgements

There were no acknowledgements for this meeting of the Board.

Decision Date: 4 Apr 2024

Outcome: Approved

1.7 Minutes

School Board Meeting 29 Feb 2024, the minutes were confirmed as presented.



Confirmation of Minutes

It was agreed to confirm the minutes of the meeting held 29 February 2024 as a correct record.

Decision Date: 4 Apr 2024

Mover: (Presiding member) David McGeorge

Seconder: (Parent Representative) Kuli Fisiiahi

Outcome: Approved

1.8 Action Sheet



Receive the Action Sheet

It was agreed to receive the Action sheet noting the status of the outstanding actions as information.

Decision Date: 4 Apr 2024

Outcome: Approved

1.9 Correspondence



Receive Correspondence

It was agreed to approve the outward correspondence and receive the inward correspondence.

Decision Date: 4 Apr 2024

Mover: (Presiding member) David McGeorge

Seconder: (Proprietor's Representative) Gillian Laird

Outcome: Approved

2. Management Reports

2.1 Principal's Report



Receive the Principal's Report

It was agreed to approve the Professional Learning and Development Plan.

It was agreed to approve the 2024 Annual Plan.

It was agreed to approve the 2024-2025 Strategic Plan.

It was agreed to receive the 2023 Achievement Report as read.

It was agreed to receive the Culture Educational Responsive Plan as read.
It was agreed to receive the Health and Safety Report as read.
It was agreed to receive the Complaints Report as read.

It was agreed to receive the school roll as information.
It was agreed to receive the Stand-downs and Suspensions report as information
It was agreed to receive the Pastoral Report as information.
It was agreed to receive the SENCO Report as information
It was agreed to receive the Property - School Building Programme as information

It was agreed to receive the Principal's report as read.

Decision Date: 4 Apr 2024
Mover: (Presiding member) David McGeorge
Seconder: (Proprietor's Representative) Gillian Laird
Outcome: Approved

2.2 Department Reports



Receive Departmental Reports

It was agreed to receive the Life and Faith, Maaori, Science, Mathematics, Music, English, Visual Arts, Health and PE, Social Sciences Life and Faith, Maaori, Science, departmental reports as read.

Decision Date: 4 Apr 2024
Mover: (Presiding member) David McGeorge
Seconder: (Parent Representative) Carla Makiha
Outcome: Approved

2.3 Hostel Council



Receive the Minutes of the Draft Hostel Council

It was agreed to receive the draft Minutes of the Hostel Council meeting held 21 March 2024 as read.

Decision Date: 4 Apr 2024
Mover: (Presiding member) David McGeorge
Seconder: (Proprietor's Representative) Gillian Laird
Outcome: Approved

2.4 Finance Report



Receive the Finance Report

2024 Budget:

It was agreed to approve the 2024 Budget.

Depreciation Rates:

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

It was agreed to approve the Depreciation Rates.

It was agreed to receive the Finance Report for the month ending February 2024.

Decision Date: 4 Apr 2024
Mover: (Presiding member) David McGeorge
Seconder: (Proprietor's Representative) Gillian Laird
Outcome: Approved

2.5 March 1 Return



Approve the 1 March MOE Roll Return

It was agreed to approve the 1 March MOE roll return.

Decision Date: 4 Apr 2024
Mover: (Presiding member) David McGeorge
Seconder: (Proprietor's Representative) Gillian Laird
Outcome: Approved

2.6 Funding Application Approval



Approve Funding Applications

It was agreed to reaffirm the email decision of the board to approve the funding applications for new Music equipment as read.

Decision Date: 4 Apr 2024
Mover: (Presiding member) David McGeorge
Seconder: (Proprietor's Representative) Patisepa Tala'imanu
Outcome: Approved

2.7 Policy Sub-Committee (PSC) Report



Approve Policies

It was agreed to adopt on block the Curriculum, Health and Safety, Pastoral Committee, Polyfest, Safe School and Timetable Policies.

Decision Date: 4 Apr 2024
Mover: (Proprietor's Representative) Patisepa Tala'imanu
Seconder: (Presiding member) David McGeorge
Outcome: Approved

2.8 2024 Board Work Plan



Receive the Board Work Plan

It was agreed to receive as information the Board work as read.

Decision Date: 4 Apr 2024

Outcome: Approved

3. Other Business

4. Meeting closed

4.1 Close the meeting

Next meeting: School Board Meeting - 23 May 2024, 5:00 pm

New Actions raised in this meeting

Item	Action Title	Owner
1.3	Board Agenda Items Due Date: 5 Apr 2024	(School Board Secretary) Barbara Ngataki

Signature: _____

Date: _____