

# CONFIRMED MINUTES

## SCHOOL BOARD



At the **School Board** on **27 Mar 2025** these minutes were **confirmed as presented**.

<b>Name:</b>	Wesley College
<b>Date:</b>	Thursday, 27 February 2025
<b>Time:</b>	5:00 pm to 6:15 pm (NZDT)
<b>Location:</b>	Wesley College Meeting Room beside the Dining Room, 801 State Highway 22, Paerata
<b>Board Members:</b>	(Presiding Member) Patisepa Tāla'imanū, (Principal) Brian Evans, (Parent Representative) Apulu Asiata, (Parent Representative) Misty Edmonds, (Student Representative) Moeata Ngataki, (Staff Representative) Jean-Paul Eason, (Parent Representative) Sakeo Buke, (LSM) James Thomas
<b>Attendees:</b>	(School Board Secretary) Barbara Ngataki
<b>Apologies:</b>	(Parent Representative) Fifita Viria, (Parent Representative) Carla Makiha

## 1. CONSTITUTION OF MEETING

### 1.1 Presiding Members Welcome



#### 2025 Welcome

Mrs Tāla'imanū welcomed the board to the new year.

**Decision Date:** 27 Feb 2025

**Outcome:** Approved

## 2. Administration

### 2.1 Apologies



#### Receive Apologies

It was agreed to receive apologies from Carla Makiha and Fifita Viria.

**Decision Date:** 27 Feb 2025

**Mover:** (Presiding Member) Patisepa Tāla'imanū

**Outcome:** Approved

## 2.2 Acknowledgements



### Receive Acknowledgements

The following was acknowledged by the board:

1. Ms Kim Taylor-Cameron: The board acknowledged receipt of Miss Taylor-Cameron's Library report
2. Miss Moeata Ngataki: Ms Tāla'imanū acknowledged the appointment of Miss Ngataki as the 2025 Senior Prefect
3. Mr Semisi Naiqara: The Principal advised the school celebrated a visit from Semisi today. He attended singing practice in Chapel

**Decision Date:** 27 Feb 2025  
**Mover:** (Presiding Member) Patisepa Tāla'imanū  
**Outcome:** Approved



### Miss Taylor-Cameron

A letter of acknowledgement to be sent to Miss Taylor-Cameron.

**Due Date:** 27 Mar 2025  
**Owner:** (School Board Secretary) Barbara Ngataki

## 2.3 Minutes

**School Board Meeting 28 Nov 2024**, the minutes were confirmed as presented.



### Confirm the November Minutes of the Board

It was agreed to confirm the minutes of the meeting held 28 November 2024.

**Decision Date:** 27 Feb 2025  
**Mover:** (Staff Representative) Jean-Paul Eason  
**Second:** (Parent Representative) Sakeo Buke  
**Outcome:** Approved

## 2.4 Action List

Due Date	Action Title	Owner(s)
6 Dec 2024	Mrs Desiree Pole <b>Status:</b> Completed on 2 Dec 2024	(School Board Secretary) Barbara Ngataki
6 Dec 2024	Ms Joanne Ah-Sam <b>Status:</b> Completed on 2 Dec 2024	(School Board Secretary) Barbara Ngataki
27 Feb 2025	2025 Parent and Staff Representative Elections <b>Status:</b> Completed on 2 Dec 2024	(School Board Secretary) Barbara Ngataki
27 Feb 2025	Sub-Committee Meeting Schedule <b>Status:</b> Completed on 28 Feb 2025	(Presiding Member) Patisepa Tāla'imanū

## 2.5 Correspondence



### Receive/Approve Correspondence

Mr Robert Cooper: PPTA Resolution against Charter School Conversion:  
 Following discussions it was agreed that a response be forwarded to Mr Cooper.

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

**Decision Date:** 27 Feb 2025  
**Mover:** (Principal) Brian Evans  
**Seconders:** (Staff Representative) Jean-Paul Eason  
**Outcome:** Approved



### **Mr Robert Cooper - PPTA Resolution**

Board response to Mr Cooper's request re PPTA's Resolution against Charter School Conversion

**Due Date:** 27 Mar 2025  
**Owner:** (Principal) Brian Evans

## **2.6 Delegations**



### **Confirm Delegations**

It was agreed to confirm the delegations as presented.

**Decision Date:** 27 Feb 2025  
**Mover:** (Parent Representative) Sakeo Buke  
**Seconders:** (Staff Representative) Jean-Paul Eason  
**Outcome:** Approved

## **2.7 Sub-committees**



### **Confirm Sub-committees**

Mr Asiata to be added to the Hostel Council.

It was agreed to confirm the sub-committees with amendments.

**Decision Date:** 27 Feb 2025  
**Mover:** (Parent Representative) Sakeo Buke  
**Seconders:** (Staff Representative) Jean-Paul Eason  
**Outcome:** Approved

## **2.8 Interests Register**

## **3. Management Reports**

### **3.1 Student Representative**



#### **Receive the report of the Student Representative**

Miss Ngataki advised the year has started well and has been positive.

The first week was Service of Beginnings it was well attended and students enjoyed the day.

The second week of school all year levels attended school camps.

The Year 13 camp was good it provided an opportunity for the seniors to strengthen friendships and for the Prefects to fit into their leadership roles.

The feedback from all Year levels was they all generally enjoyed their camps.

As the Senior Prefect Miss Ngataki advised she has been working with the Prefect Leadership team and is very proud of the group who are working efficiently and collaboratively together. It is only the beginning but we have all started off strong in our roles.

Miss Ngataki advised that feedback from athletics was everyone enjoyed the day. It wasn't just about competing, who was the strongest and who was the fastest, it was about the students enjoying the day and imbedding school spirit.

Miss Ngataki is excited to see how the rest of the school year progresses.

It was agreed to receive the report of the student representative.

Mrs Tāla'imanū enquired which House won Athletics.

Mr Eason advised it was Simmonds.

The Board acknowledged and thanked Miss Ngataki for her report.

***Miss Ngataki left the meeting at 5.15pm***

**Decision Date:** 27 Feb 2025

## 3.2 Principal's Report



### Receive the Principal's Report

The Principal highlighted items in the report.

The Principal advised at the beginning of the year all staff, whaanau and students were surveyed about 'what five things you love about Wesley'. There were four common themes throughout the responses staff, food, family, the Special Character with Cultural Diversity and students included. It was a great positive response from everyone.

Mr Asiata enquired how many responses were received.

Mrs Ngataki advised that at one stage she was entering 400 plus responses.

The Principal advised the whole staff completed the survey during the start of year full staff PLD day, families were invited to complete the survey at the beginning of the year parent meetings and students were asked to complete during AMs / classes.

Mr Asiata enquired if there were any negative responses.

Mrs Ngataki advised not really, there was only one comment from a student about graffiti.

The school roll is very healthy at 361 with enrolments continuing.

The boarding roll started at 206 but is down to 200 now. With the hostels being closed we were at one point turning boarders away. A discussion is required with the Trust Board around future plans for boarding.

The annual plan is included in the pack, the annual goals are drawn down from the strategic plan.

The strategic plan is due for review later in the year and the team will be looking to work with the board to develop a new plan.

The Annual plan is about limiting change while consolidating what the school is doing and focusing on now ie literacy and numeracy, Maatauranga Maaori, leadership and safeguarding.

NCEA data, the end of year achievement report from Mr Woods is looking really good. We still have a few students working on gaining credits to get over the line. The last day for submissions is tomorrow The targets are looking fairly accurate over 40% for UE, 80% Level 3, 80% Level 2 and close to 80% in Level 1. A great achievement and a reflection of the great work our staff have been doing.

Mr Thomas advised that part of the work he been tasked with is to look at curriculum and achievement. Mr Thomas advised instead of looking at the data in terms of results he looked at 'do we know our students, do we know where they are at, are we tracking them putting supports in place' the response to all three is yes.

Mr Thomas advised the results are not a surprise and they are incredible.

The Principal also advised there is good data from Junior Literacy, there has been some huge gains in Year 9 and 10 Literacy around the reading space. We have the Reading Enhancement Programme where a group from Rotary come and physically sit with the students for reading and there is a digital reading plus platform for students to log on to.

Attendance is very pleasing we have 51% of students attending 90% or higher and another 19% between 80 - 90% attendance which is positive.

Chapel is full every morning.

Mrs Ngataki advised that the board is required to receive a report on International Learner Achievement. This report is included with the Principal's report for Board information.

Mrs Ngataki also advised that the CERP has been renamed the Pastoral and Wellbeing report which includes Suspensions, Stand-downs and Incidents. This is the space where the board will receive follow up on any reinstatement conditions set.

Mr Asiata advised the reports presented are very informative and felt the results should be celebrated externally ie results/data, performance, roll.

The Principal advised has contracted someone to work part time to start promoting the school via social media to get the message out there as too how well we have been doing.

It was agreed to receive the report of the Principal.

**Decision Date:** 27 Feb 2025

**Outcome:** Approved



### Annual Plan

It was agreed to approve the Annual Plan.

**Decision Date:** 27 Feb 2025

**Mover:** (Staff Representative) Jean-Paul Eason

**Seconder:** (Parent Representative) Misty Edmonds

**Outcome:** Approved

## 3.3 Education Outside the Classroom (EOTC) - No applications

## 3.4 Hostel Council has not met

## 3.5 Finance Report



### Receive the Financial Report

Mrs Tāla'imanū reported on the presented draft Annual Accounts to the month end 31 December 2024.

The school received funds from the Ministry of Education for the asset work done which was approximately \$43,500. The school had a deficit of just under \$10,000. With the MOE funds received the net surplus for the year is \$36,786.

Assets \$216,675

Cash and cash flow equivalents \$468.997

#### 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 receive the report of the Finance and Property sub-committee.

**Decision Date:** 27 Feb 2025

**Outcome:** Approved



### **Draft Annual Accounts to 31 December 2024**

It was agreed to approve the draft annual accounts as presented.

**Decision Date:** 27 Feb 2025

**Mover:** (Parent Representative) Sakeo Buke

**Second:** (Parent Representative) Misty Edmonds

**Outcome:** Approved



### **Depreciation Rates**

It was agreed to approve the depreciation rates as presented.

**Decision Date:** 27 Feb 2025

**Mover:** (Parent Representative) Sakeo Buke

**Second:** (Parent Representative) Misty Edmonds

**Outcome:** Approved



### **Statement of Responsibility**

It was agreed to sign the statement of responsibility.

**Decision Date:** 27 Feb 2025

**Mover:** (Parent Representative) Sakeo Buke

**Second:** (Parent Representative) Misty Edmonds

**Outcome:** Approved

## **3.6 Funding Applications**



### **Reaffirm Funding Applications**

It was agreed to reaffirm the following funding applications:

- Akarana Trust: \$10, 210.00, Learner Driver Class Package and Driving Lessons for Restricted Licence - Test/Car
- Freemasons: \$13,250.00, Driving Lessons for Restricted Licence - Test/Car and Student Defensive Driving course

**Decision Date:** 27 Feb 2025

**Mover:** (Staff Representative) Jean-Paul Eason

**Second:** (Parent Representative) Sakeo Buke

**Outcome:** Approved

## **3.7 Compliance Sub-Committee - Policy Review**



### **Approve Policies**

It was agreed to approve the following policy:

- Staff Safeguarding Code of Conduct

**Decision Date:** 27 Feb 2025

**Mover:** (Parent Representative) Misty Edmonds

**Second:** (Parent Representative) Apulu Asiata

**Outcome:** Approved



### **Policy Review - SchoolDocs**

Mrs Ngataki advised in the absence of Mrs Makiha that a discussion has taken place with Mrs Saunders who is seeking guidance from the Board to transfer the board policies to SchoolDocs.

All policies currently need reviewing as some are now too difficult to follow.

The Principal advised he finds SchoolDocs useful.

Mrs Tāla'imanū advised she is familiar with SchoolDocs everything is online with links provided when the Policies need to be reviewed.

Mr Thomas advised that SchoolDocs is a wonderful safeguard as it is compliant, there is a review rotation and the board will be reminded.

Following further discussion it was agreed to ask Mrs Saunders to contact SchoolDocs with a view to commence the process of transferring school policies to SchoolDocs.

**Decision Date:** 27 Feb 2025

**Mover:** (Principal) Brian Evans

**Second:** (Parent Representative) Apulu Asiata

**Outcome:** Approved

## **4. Other Business**

### **4.1 2025 Parent and Staff Representative Elections-Succession Planning**



#### **Approve the Parent, Staff and Student Representative Election Timeline**

It was agreed to approve the Parent, Staff and Student Election Timeline.

**Decision Date:** 27 Feb 2025

**Mover:** (Staff Representative) Jean-Paul Eason

**Second:** (Principal) Brian Evans

**Outcome:** Approved

### **4.2 In-Committee**



#### **It was agreed at 6.06pm the public is excluded from this part of ...**

It was agreed at 6.06pm 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 6.13pm.

**Decision Date:** 27 Feb 2025

**Mover:** (Parent Representative) Misty Edmonds

**Second:** (Parent Representative) Apulu Asiata

**Outcome:** Approved

## **5. Meeting closed**

### **5.1 Close the meeting**

**Next meeting:** School Board - 27 Mar 2025, 5:00 pm

## New Actions raised in this meeting

Item	Action Title	Owner(s)
2.2	Miss Taylor-Cameron <b>Due Date:</b> 27 Mar 2025	(School Board Secretary) Barbara Ngataki
2.5	Mr Robert Cooper - PPTA Resolution <b>Due Date:</b> 27 Mar 2025	(Principal) Brian Evans



(Presiding Member) Patisepa Tāla'imanū  
28 Mar 2025