

# CONFIRMED MINUTES

## SCHOOL BOARD



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

<b>Name:</b>	Wesley College
<b>Date:</b>	Thursday, 30 October 2025
<b>Time:</b>	5:00 pm to 6:21 pm (NZDT)
<b>Location:</b>	via Zoom, State Highway 22, Paerata
<b>Board Members:</b>	(Presiding Member) Patisepa Tāla'imanū, (Principal) Brian Evans, (Proprietor's Representative) Apulu Asiata, (Parent Representative) Faaolataga Misikopa-Leasi, (Staff Representative) Jean-Paul Eason, (Proprietor's Representative) Gillian Laird
<b>Attendees:</b>	(School Board Secretary) Barbara Ngataki
<b>Apologies:</b>	(Student Representative) Mika Mataka, (Proprietor's Representative) Jeffry Moeakiola, (Parent Representative) Stewart Baker

## 1. CONSTITUTION OF MEETING

### 1.1 Meeting opened with Prayer

## 2. Administration

### 2.1 Apologies



#### Receive Apologies

It was agreed to receive the apologies from Mr Stewart Baker, Mr Mika Mataka, Mr Jeffry Moeakiola

<b>Decision Date:</b>	30 Oct 2025
<b>Mover:</b>	(Presiding Member) Patisepa Tāla'imanū
<b>Seconder:</b>	(Proprietor's Representative) Apulu Asiata
<b>Outcome:</b>	Approved

### 2.2 Acknowledgements



#### Receive Acknowledgements

There were no acknowledgements for this meeting of the Board.

<b>Decision Date:</b>	30 Oct 2025
<b>Outcome:</b>	Approved

## 2.3 Minutes

School Board 28 Aug 2025, the minutes were confirmed as presented.

## 2.4 Action List

Due Date	Action Title	Owner(s)
28 Aug 2025	Wesley College History Book <b>Status:</b> Not Started	(Principal) Brian Evans
18 Sept 2025	Letters of Acknowledgement <b>Status:</b> Completed on 16 Sept 2025	(School Board Secretary) Barbara Ngataki
18 Sept 2025	Mr Andres Montori Montolar <b>Status:</b> Completed on 5 Sept 2025	(School Board Secretary) Barbara Ngataki
18 Sept 2025	Mr M Martin, HOD Māori <b>Status:</b> Completed on 5 Sept 2025	(School Board Secretary) Barbara Ngataki
18 Sept 2025	Human Resouces Sub-Committee <b>Status:</b> Completed on 9 Sept 2025	(School Board Secretary) Barbara Ngataki
18 Sept 2025	Board Feedback to HODs <b>Status:</b> Completed on 12 Sept 2025	(Staff Representative) Jean-Paul Eason
3 Oct 2025	School Board Vacancy <b>Status:</b> Completed on 9 Oct 2025	(School Board Secretary) Barbara Ngataki

## 2.5 Correspondence



### Receive/Approve Correspondence

- Ministry of Education-New Specialist School Consultation: Following discussions it was agreed the provision of a specialist school in Drury school could be of benefit to Wesley College.
- Mrs Tala'imanu noted there was a request seeking interest from people to sit on their establishment board. Any interest to be forwarded to Mrs Tala'imanu. Consultation closes Wednesday, 5 November 2025.
- PPTA: Notification that Mrs Natalie Faitala has been elected to the PPTA National Executive for the 2026-2027 year.
- Miss Katie Mitchell: Impending maternity leave.

**Decision Date:** 30 Oct 2025  
**Mover:** (Proprietor's Representative) Apulu Asiata  
**Seconder:** (Staff Representative) Jean-Paul Eason  
**Outcome:** Approved



### Miss Katie Mitchell - Maternity Leave

A letter of congratulations to be sent.

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



### **Mrs Natalie Faitala-PPTA National Executive for 2026-2027**

Mrs Faitala: letter of acknowledgement to be sent.

**Due Date:** 27 Nov 2025

**Owner:** (School Board Secretary) Barbara Ngataki

## **2.6 Board Code of Conduct**



### **Code of Conduct feedback**

Mrs Ngataki advised most board members have signed the Code of Conduct. She will follow up with the last couple outstanding.

**Decision Date:** 30 Oct 2025

**Outcome:** Approved



### **Code of Conduct**

Mrs Ngataki to follow up outstanding forms.

**Due Date:** 27 Nov 2025

**Owner:** (School Board Secretary) Barbara Ngataki

## **2.7 Delegations**

## **2.8 2025-2026 Sub-committees/Terms of Reference**



### **Sub-Committees**

Mrs Tāla'imanū enquired about the membership of each sub-committee.

Mrs Ngataki advised that following the August meeting of the Board NZSBA confirmed Mr Eason is eligible to sit on the Human Resources sub-committee noting that he must declare all conflicts of interest when appointments are being made.

Mrs Misikopa-Leasi advised she is happy to be part of the Discipline Committee and the Property and Finance sub-committee.

Mrs Tāla'imanū noted how busy Ms Laird has been and enquired if Ms Laird was happy to remain as the convener for the Discipline Committee.

Ms Laird advised she was happy to remain the Convener until the end of the year.

Mrs Ngataki enquired about the Hostel Council membership.

Mrs Tāla'imanū advised at this stage it probably was not required. It was agreed to remove the hostel council from the Sub-Committees.

Mrs Ngataki reminded the Board the Terms of Reference for each sub-committee was required.

Mrs Tāla'imanū advised she would seek a template to she with each of the conveners.

**Decision Date:** 30 Oct 2025

## 2.9 Interests Register

### 3. Management Reports

#### 3.1 Student Representative Report



##### Receive the Student Representative Report

The Board acknowledged the student representative for providing a written report on the Trustee training he attended.

**Decision Date:** 30 Oct 2025

**Outcome:** Approved

#### 3.2 Principal's Report



##### Receive the Principal Report

The Principal briefed the Board on the decision to close of the hostels and the initial conversations with families directly effected. Once the shock passed and families realised the commitment of the Trust Board to provide buses to transport students to and from school safely, home stay for those who live further away and the internationals they calmed and were very supportive. The Principal and the Trust Board are still in discussions with the Ministry of Education.

Mr Asiata enquired how were the teaching staff taking the news.

Mr Eason advised there is a bit of a black cloud over staff but they are trying to stay positive. Teaching staff are concerned for hostel staff who may be losing their jobs at the end of the year.

The Principal will keep the Board updated as information comes available.

The Principal is hoping to be able to open the new outdoor area the morning of Prize Giving 14 November.

The Principal noted the safeguarding report as contained in the information.

The roll is still healthy for 2026 at this stage. The school is looking at some serious marketing to promote the school.

Achievement is tracking well especially Level 2 and 3 which is looking particularly strong, hopeful there is a small increase in UE. Level 1 is hard work now with all the new expectations around it. Students are already starting to take study leave.

At this stage we are starting the new year with a full complement of staff. There will be two new teachers in 2026, Health and PE and Life and Faith.

The Principal noted the Governance information in the Board pack regarding the School Board KPI's. The Principal will consider how best to present these to the Board.

The whole school camps will take place 1st week on February 2026.

The Year 13s all enjoyed their Surfing experience.

**Decision Date:** 30 Oct 2025  
**Mover:** (Proprietor's Representative) Apulu Asiata  
**Seconders:** (Presiding Member) Patisepa Tāla'imanū  
**Outcome:** Approved

### 3.3 Safeguarding



#### Safeguarding Online Training/Safeguarding Presentation

Mrs Ngataki enquired who had commenced/completed their training.

All present had completed. Mrs Ngataki will follow up with the other members of the Board.

The Board noted that Mr Vaili and Mrs Mariner will be presenting at the November meeting of the Board.

**Decision Date:** 30 Oct 2025  
**Outcome:** Approved

### 3.4 Finance Report



#### Receive the Finance Report

Mrs Tāla'imanū advised the committee has not been able to meet however the Finance Report for the month end September 2025 is contained in the Board information pack. Please forward any questions you may have to Mrs Tāla'imanū and she will follow-up with Mrs Bellette.

**Decision Date:** 30 Oct 2025  
**Outcome:** Approved

### 3.5 2026 School Camp Costings



#### 2026 School Camp Costings Approval

It was agreed to reaffirm the email decision to approve the 2026 Camp costings in principle.

All EOTC documentation to be provided to the Board prior to the camps taking place.

**Decision Date:** 30 Oct 2025  
**Mover:** (Parent Representative) Faaolataga Misikopa-Leasi  
**Seconders:** (Proprietor's Representative) Gillian Laird  
**Outcome:** Approved

### 3.6 EOTC Application



#### Year 13 Surf & Beach EOTC Approval

It was agreed to reaffirm the email decision of the Board to approve the Year 13 Surf and Beach experience.

**Decision Date:** 30 Oct 2025  
**Mover:** (Proprietor's Representative) Gillian Laird  
**Seconders:** (Proprietor's Representative) Apulu Asiata  
**Outcome:** Approved

### 3.7 September 1 MOE Return



#### Receive the MOE September 1 Roll Return

It was agreed to receive the MOE September 1 Roll return.

**Decision Date:** 30 Oct 2025  
**Mover:** (Presiding Member) Patisepa Tāla'imanū  
**Seconders:** (Proprietor's Representative) Gillian Laird  
**Outcome:** Approved

## 4. Other Business

### 4.1 Parent Representative Vacancy Selection



#### Receive the outcome of the Parent Consultation

Mrs Ngataki advised at the close of 3 October 2025 she had received no requests to hold a by-election.

The Board may proceed to selection.

**Decision Date:** 30 Oct 2025  
**Mover:** (Principal) Brian Evans  
**Seconders:** (Proprietor's Representative) Apulu Asiata  
**Outcome:** Approved

### 4.2 In-Committee



#### Moved In-Committee

It was agreed at 5.46pm 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 6.21pm.

It was agreed to record in the open section of the Board meeting that two applications had been received. Mr Pauli Moeakiola has been selected as a Parent Representative on the School Board for the 2025-2028 period.

**Decision Date:** 30 Oct 2025  
**Mover:** (Parent Representative) Faaolataga Misikopa-Leasi  
**Seconders:** (Staff Representative) Jean-Paul Eason  
**Outcome:** Approved



**Mr Pauli Moeakiola**

Mrs Ngataki to notify Mr Moeakiola of his selection to the School Board.

**Due Date:** 27 Nov 2025

**Owner:** (School Board Secretary) Barbara Ngataki

5. Meeting closed

5.1 Close the meeting

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

New Actions raised in this meeting

Item	Action Title	Owner(s)
2.5	Miss Katie Mitchell - Maternity Leave <b>Due Date:</b> 27 Nov 2025	(School Board Secretary) Barbara Ngataki
2.5	Mrs Natalie Faitala-PPTA National Executive for 2026-2027 <b>Due Date:</b> 27 Nov 2025	(School Board Secretary) Barbara Ngataki
2.6	Code of Conduct <b>Due Date:</b> 27 Nov 2025	(School Board Secretary) Barbara Ngataki
4.2	Mr Pauli Moeakiola <b>Due Date:</b> 27 Nov 2025	(School Board Secretary) Barbara Ngataki

A handwritten signature in blue ink, appearing to read 'P. Jalaimanu'.

(Presiding Member) Patisepa Tāla'imanū  
11 Dec 2025