

# CONFIRMED MINUTES

## SCHOOL BOARD



At the **School Board** on **26 Mar 2026** these minutes were **confirmed as presented**.

<b>Name:</b>	Wesley College
<b>Date:</b>	Thursday, 26 February 2026
<b>Time:</b>	5:00 pm to 9:31 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, (Proprietor's Representative) Jeffry Moeakiola, (Parent Representative) Faaolataga Misikopa-Leasi, (Staff Representative) Jean-Paul Eason, (Parent Representative) Savanna Ermias, (Parent Representative) Lindsey Hatch, (Proprietor's Representative) Maungarongo Tito, (Proprietor's Representative) Sonia Pope, (Student Representative) Mika Mataka
<b>Attendees:</b>	(Acting Principal) Charlotte Saunders, (Limited Statutory Manager) Kevin Bush, (School Board Secretary) Barbara Ngataki
<b>Apologies:</b>	(Principal) Brian Evans, (Parent Representative) Stewart Baker, (Parent Representative) Pauli Moeakiola
<b>Notes:</b>	Dr. Evans, Term 1 Principal's Sabbatical Leave, Mrs Misikopa-Leasi and Mr Tito will join via zoom

## 1. CONSTITUTION OF MEETING

### 1.1 Meeting Opened



#### Meeting Opened with Prayer

Mr Moeakiola opened the meeting with Prayer.

**Decision Date:** 26 Feb 2026

**Outcome:** Approved

## 2. Administration

### 2.1 Apologies



#### Receive Apologies

It was agreed to receive apologies from Dr Evans, Mr P Moeakiola and Mr Baker.

**Decision Date:** 26 Feb 2026

**Outcome:** Approved

## 2.2 Interests Register

## 2.3 Welcome



### Mr Kevin Bush, Limited Statutory Manager (LSM)

Mrs Tālai'manū welcomed Mr Bush to the first meeting of the School Board for 2026.

Mr Bush advised he started this year as an Limited Statutory Manager (LSM), he had previously served many years as a Principal in schools with the last Principalship being at Te Hihi School. Mr Bush was then employed by the Ministry of Education as a Leadership Advisor supporting Principal's from Mangere to Te Paina, across Awhitu to Kaiaua and up to Ormiston approximately 180 schools in the catchment area. This year he commenced as an LSM for Wesley College and Pukekohe North School. It is a pleasure to be at Wesley College; the role at this stage is to just undertake a scoping exercise to see how the school is operating. Mr Bush advised the media that occurred last year is what precipitated his appointment at Wesley College more than anything else. The Ministry of Education wants to make sure everything is in good heart in the school and can go from strength to strength.

Board members introduced themselves.

**Decision Date:** 26 Feb 2026

**Outcome:** Approved

## 2.4 Presiding Member Nominate/Appoint



### 2026 Presiding Member Nominations

Mrs Saunders took the Chair.

Mrs Saunders called for nominations for the Presiding Member.

Nominated: Mrs Tāla'imanū **EASON/MISIKOPA-LEASI**

Mrs Tāla'imanū accepted the nomination.

Mrs Saunders called for further nominations. There were no further nominations.

It was agreed to appoint Mrs Tāla'imanū as the 2026 Presiding Member of the School Board.

**Decision Date:** 26 Feb 2026

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

**Seconder:** (Parent Representative) Faaolataga Misikopa-Leasi

**Outcome:** Approved

## 2.5 Nominate/Appoint Board Secretary



### 2026 Board Secretary Nominations

The Presiding Member called for nominations for the Board Secretary.

Nominated: Mrs Ngataki **ERMIAS/MOEAKIOLA**

Mrs Ngataki accepted the nomination.

Mrs Tāla'manū called for further nominations. There were no further nominations.

It was agreed Mrs Ngataki be appointed the 2026 Board Secretary.

**Decision Date:** 26 Feb 2026

**Mover:** (Parent Representative) Savanna Ermias

**Seconder:** (Proprietor's Representative) Jeffry Moeakiola

**Outcome:** Approved

## 2.6 Code of Conduct



### 2026 Board Code of Conduct

Mrs Tāla'imanu advised all board members are required to sign the School Board Code of Conduct, Mrs Tāla'imanū highlighted the following sections of the Code for information.

- .01 I act with integrity
- .10 I come prepared
- .14 I meet statutory and administrative requirements
- .15 I identify and manage conflicts of interest

**Decision Date:** 26 Feb 2026

**Outcome:** Approved

## 2.7 Acknowledgements



### Receive Acknowledgements

The Board acknowledged the following:

- The passing of Mr Leon Ducker past woodwork teacher 1964-1993.
- The Academic Achievement Dinner for Year 11-13 students who attained a Merit or Excellence in their end of year NCEA examinations 2025. It was a wonderful evening of celebration.

**Decision Date:** 26 Feb 2026

**Outcome:** Approved

## 2.8 Minutes

School Board 27 Nov 2025, the minutes were confirmed as presented.

## 2.9 Action List

Due Date	Action Title	Owner(s)
28 Aug 2025	Wesley College History Book <b>Status:</b> Not Started	(Principal) Brian Evans
27 Nov 2025	Code of Conduct <b>Status:</b> Completed on 19 Feb 2026	(School Board Secretary) Barbara Ngataki
28 Nov 2025	School Board Vacancy <b>Status:</b> Completed on 19 Jan 2026	(School Board Secretary) Barbara Ngataki
26 Feb 2026	Mr Divnesh Singh <b>Status:</b> Completed on 1 Dec 2025	(School Board Secretary) Barbara Ngataki
26 Feb 2026	Ms Misty Edmonds <b>Status:</b> Completed on 1 Dec 2025	(School Board Secretary) Barbara Ngataki
26 Feb 2026	October Finance Report <b>Status:</b> Completed on 1 Dec 2025	(School Board Secretary) Barbara Ngataki
26 Feb 2026	2026 Draft Budget <b>Status:</b> Completed on 1 Dec 2025	(School Board Secretary) Barbara Ngataki

Due Date	Action Title	Owner(s)
26 Feb 2026	School Camps / Polyfest Status: Not Started	(Principal) Brian Evans

## 2.10 Correspondence



### Receive/Approve Correspondence

#### Outward Correspondence:

Ms Rountree, Trust Board Chairperson - Staffing Contribution: Mrs Tāla'imanū advised that she has not had a response to the Boards request.

Following discussions about staffing it was agreed that Mrs Tāla'imanu follow up with the Trust Board.

#### Inward Correspondence:

Mr Gavin Sheppard: The Board received with regret the resignation of Mr Gavin Sheppard

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

**Decision Date:** 26 Feb 2026  
**Mover:** (Proprietor's Representative) Jeffry Moeakiola  
**Seconder:** (Parent Representative) Savanna Ermias  
**Outcome:** Approved



### Trust Board Staffing Funding Request

Follow up request for staffing funding support.

**Due Date:** 26 Mar 2026  
**Owner:** (Presiding Member) Patisepa Tāla'imanū

## 2.11 Delegations



### Confirm 2026 Delegations

**MEDIA SPOKESPERSON:** The Limited Statutory Manager has the delegated authority for all media responses relating to Governance and the day to day management of the school.

It was agreed to approve the 2026 Delegations with amendments.

**Decision Date:** 26 Feb 2026  
**Mover:** (Proprietor's Representative) Sonia Pope  
**Seconder:** (Staff Representative) Jean-Paul Eason  
**Outcome:** Approved

## 2.12 Sub-Committees



### Confirm 2026 Sub-Committees

It was agreed to approve the 2026 sub-committees with the following amendments/additions.

- Discipline Committee Membership Substitutes: Miss Sonia Pope and Mr Maungarongo Tito
- Human Resources Membership: Mr Kevin Bush
- Property and Finance: Convener Mr Lindsey Hatch

**Decision Date:** 26 Feb 2026  
**Mover:** (Parent Representative) Lindsey Hatch

**Seconded:** (Proprietor's Representative) Jeffry Moeakiola  
**Outcome:** Approved

## 2.13 2025-2026 Sub-committees/Terms of Reference Reminder



### 2026 Sub-Committees Terms of Reference.

Mrs Tāla'imanū advised last year the Board discussed the need for the sub-committees to have a Terms of Reference.

Mrs Tāla'imanū has provided a template for each of the sub-committees to work with and personalise.

It was agreed the conveners call a meeting with their membership to work through the terms of reference ready for tabling at the March meeting of the Board.

Mrs Ngataki to forward a copy of the sub-committee membership to the conveners with contact email addresses.

**Decision Date:** 26 Feb 2026  
**Mover:** (Proprietor's Representative) Jeffry Moeakiola  
**Seconded:** (Proprietor's Representative) Sonia Pope  
**Outcome:** Approved



### Sub-committee Membership and Contact Email Addresses

Forward a copy of the sub-committee membership to the conveners with contact email addresses.

**Due Date:** 6 Mar 2026  
**Owner:** (School Board Secretary) Barbara Ngataki

## 2.14 2026 Term 1 Board Task Checklist



### NZSBA T1 Board Task Checklist

Mrs Tāla'imanū presented the tabled Term 1 Board Task Checklist as received from NZSBA.

The checklist links to the Delegations, the Board assurance calendar and could be used as the framework for sub-committees to review areas like stand-downs and suspensions, budgets, attendance etc.

Mrs Ngataki advised there is a lot of work already in motion and/or completed by the board per the start of this meeting in appointing the Presiding member, code of conduct, board delegations, the Annual Plan is in motion and will come to the March meeting of the Board.

Mrs Saunders advised the Strategic plan needs to be a work on, if the Board wished it could bring in an organisation group to facilitate the process which might include putting out a survey to the community and staff to gather their voice and spending a strategic planning day with the Board in order to start putting a draft document together. There would be a cost associated with the work but they do a very good job.

Mr Bush advised when the changes to the Act came out in 2023 it was one of the first pieces of work the leadership advisers did with Principal's around the country. The strategic plan needs to be about what your community wants for the school and it should be written in a way they understand.

Mr Bush also advised he would be looking at the Policies as part of his scope of work.

Mrs Tāla'imanu noted the Strategic Plan is work that needs to commence.

Mr Bush advised the Board work plan notes community consultation, the Board has a whole year where it can seek community consultation ready for the development of a Strategic plan for 2027.

Mrs Ngataki advised previous Boards had undertaken a wide range of individual community consultations via surveys, face to face, cultural communities ie Tongan, Maaori, day student and boarding families, Church visits, during events like Fiafia night, student led conference evenings. The Board had approximately five questions ie what are we doing well, what can we do better. Mrs Ngataki will seek the questions and share with the Board.

Mrs Ermias advised she found it very useful having someone to scribe and capture conversations while they were happening.

Mrs Tāla'imanu advised the Board workplan example would be a useful tool for the year ahead.

Mr Bush advised the presented Board workplan template is quite a generic workplan it would be good to record what is being reported each month so everyone knows what is coming up making it is easy to follow.

Mr Bush will share a copy of a template he used as a Principal.

Mrs Saunders enquired if the Board has agreed how the Heads of Departments will be reporting to the Board this year.

Mrs Tāla'imanu advised that last year a special meeting was called by the Board for all HODs to present their annual reports on one night however, it was not well attended by the Board so it was cancelled.

Following discussions it was agreed to seek HOD voice about how they want to present their annual reports.

**Decision Date:** 26 Feb 2026



### **Strategic Planning-Community Consultation**

Share a copy of the questions used by previous boards for community consultation.

**Due Date:** 13 Mar 2026

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



### **School Board Work Plan**

Share a copy of a School Board work plan

**Due Date:** 26 Mar 2026

**Owner:** (Limited Statutory Manager) Kevin Bush



### **HOD Annual Report to Board**

Seek HOD voice about how they would like to share/present their annual reports to the Board.

**Due Date:** 26 Mar 2026

**Owner:** (Acting Principal) Charlotte Saunders

## **3. Management Reports**

### **3.1 Student Representative Report**



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

The Student Representative read his report to the Board.

Mr Mataka advised the school has commenced in a positive and encouraging way. There is a strong sense of energy around the school and students seem

motivated and happy at this stage. The Year 9 students have adapted well to being at high school. They are forming strong friendships within their year levels and building respectful relationships with senior students. It has been pleasing to see the senior students guiding the younger students. This shows the strength of our school and the positive culture the school is building.

Academically students are working hard to improve, completing classwork and preparing for assessments. Students are asking more questions and actively participating in discussions, teachers have been supportive and encouraging. Many students are realising that Excellence is not just about getting high marks it is also about putting in consistent effort.

Chapel continues to be an important part of student life. The new Chaplain is very dedicated to serving our school community. Chapel messages are meaningful and often relate to situations we face as students such as friendship, respect and making wise choices. The Chaplain is a very talented singer and is encouraging students to learn new Hymns. Chapel has been full every morning.

Mr Mataka advised feedback from the hostel closure is some students feel the school doesn't feel the same without dorm life, some feel they have been wronged and cheated because they were not part of the negative things that occurred around the school but they understand that it is, what it is, you can't change what the media has written all we can do as a whole school, as a family, is to look toward the future and not the past which fits with our school theme this year, new horizons. Whatever the outcome and challenges, difficulties we face as students all we can do is make our school better than what it was before.

With Polyfest, its about culture, pride and representing the school. Before students could stay in the dorms and it was easy to get to practice but now some students are saying they can't be apart of Polyfest because transport is too hard travelling back and forward.

The Board congratulated Mika on his well written report.

Mrs Tala'imanū noted that even though things have happened all the students are all in this together and staying strong.

Miss Pope acknowledged Mr Mataka for being articulate and bringing forward student voice even though it was a little bit negative. It can be overwhelming being a lone student at the meeting.

Miss Pope advised in terms of safeguarding Mr Mataka if the Board has considered bringing forward another student to support Mr Mataka during the Board meeting. Miss Pope asked Mr Mataka if he would be happy to have another student sit beside him at the meeting as support.

Mr Mataka advised he would be appreciative if another student was able to attend.

Mrs Ngataki advised their can only be one elected student representative however there is no reason why another student couldn't attend during the open section of the meeting. It may be something Mr Mataka could discuss with Mrs Saunders/Student Council.

Mr Bush advised that a second student could attend, however Mr Mataka was the elected Student Representative and should the Board go in-committee the second student would have to leave the room.

Mrs Saunders will raise the possibility of another student attending with the Student Council.

It was agreed to receive the report of the Student Representative.

**Decision Date:** 26 Feb 2026  
**Outcome:** Approved



### **Student Council-School Board Student Representative**

Seek interest from the Student Council to attend the School Board meeting in support of Mr Mataka

**Due Date:** 26 Mar 2026

**Owner:** (Acting Principal) Charlotte Saunders

## **3.2 Acting Principal's Report**



### **Receive the Acting Principal's Report**

Mrs Saunders highlighted the following sections of her report:

#### **Section 1: Acting Principal's Comment**

The 2026 school year has started extremely positively with students and staff both enjoying the new recreational and dining space and reconnecting with one another. Chapel has been reinvigorated under the leadership of Rev. Ieremia Amani Amituana'i, who has made a wonderful start in his new role.

Our theme for the year, 'New Horizons', encourages us to see 2026 as an opportunity for growth, using our collective experiences as a springboard to build a brighter and stronger Wesley College. As Dr. Evans has said, it is time to stop talking about what happened in our school and start talking about what is happening in our school.

Students have adapted well to the new bus system, and being a day school. The slightly later start and the provision of breakfast appear to be positively supporting students to get to school on time. Attendance data combined with student and whaanau surveys toward the end of term will provide useful insights and allow us to make changes where necessary and practicable. The organisation of the buses has been a significant endeavour and I would like to acknowledge the ongoing work of the administration team.

Whilst the school roll is lower than we had hoped, it is not altogether surprising during this time of transition. The Year 9 numbers are strong and this bodes well for next year; however, we need to utilise all our resources, particularly our word-of-mouth networks.

Our provisional NCEA data currently looks promising, particularly at Level 2, but with clear areas for improvement including University Entrance. We are currently supporting a number of students to achieve additional credits to allow them to complete their respective NCEA qualifications. These must be completed by the end of this month and a full report on NCEA achievement data will be included in the next Board report.

Since taking up the position of Acting Principal, my message to staff and students has been about accountable practice at all levels of our College. At the Service of Beginnings, President Te Aroha spoke powerfully about servant leadership, a core foundation of who we are and what we do at a College that bears the name of John Wesley.

The school community has been steadfast in its support of the College.

On the year 9 camp, our Bible verse was taken from Joshua 1:9: "Have I not commanded you? Be strong and courageous. Do not be afraid; do not be discouraged, for the Lord your God will be with you wherever you go". It is with a sense of hope and renewed determination that we face our new horizon and all the joy and challenges that it will bring.

#### **Section 2: Child Safety Report**

This year we have revamped our Child Safety Improvement Plan to provide a term-by-term set of achievement goals. Whilst we continue to make strong

progress in the safeguarding space, there have been challenges that have slowed our progress. We would like to consider going for a child safety accreditation at the end of this year as an acknowledgement of how far the College has come and to provide our community with confidence that we are a safe school for our children and staff.

The safeguarding committee met on Wednesday, 25 February, the meeting was positive and was used as a reset, to think about what our goals are for the committee, what safeguarding actually means. There will be some changes around the child safety and safeguarding space as we continue to assess.

The Child safety improvement plan summary recommendations record three recommendations met, four recommendations in progress and two recommendations outstanding.

It is a good opportunity to review the improvement plan and ensure it is fit for purpose in terms of what the school is trying to achieve. The committee also spoke about the possibility of trying to get a child safety accreditation with an organisation like ACF which is an Australian group. There are still no NZ accreditations available yet. The committee is considering if this is something the school wants to work towards, weighing up the benefits against the financial costs and the workload to the school. It is a work in progress.

There have been three complaints received to date. two have been resolved and one is in progress awaiting a restorative meeting.

### ***6.15pm Mr Mataka left the meeting***

Child safety incidents are the reports via Stymie, all have been resolved.

Following those reports the Chaplain has spoken with students at Chapel and at Levels about respect and family to reframe student thinking around that space.

Mr Eason enquired who was receiving the Stymie Reports.

Mrs Saunders advised, the safeguarding officer, Te Manu Arataki Maaori - SLT and herself receives the reports.

Miss Pope enquired at what point does an incident/student escalate to the Guidance Counsellor.

Mrs Saunders advised if the name of the student is known it is automatically referred to the Counsellor.

### **Section 3: Attendance**

The Attendance Procedure has been updated to align with MoE expectations and definitions. The school is now judged on the number of individual students with regular attendance (over 90%) rather than schoolwide average attendance. This method of reporting encourages schools to scrutinise the individual attendance of students which directly affects their academic achievement and their wellbeing. The termly Every Day Matters report data will be summarised for the Board in the first meeting of each new school term. A mid-year and end of year report will provide a more in-depth analysis of attendance trends and patterns, e.g. by ethnicity, gender, year level and department

Mrs Saunders advised a more achievable attendance target would be:

2026 - 55%, 2027 - 60%, 2028 - 66%, 2029 - 73%, 2030 - 80%+

During term 4, 2025 data indicated a significant increase in chronic absenteeism compared with term 3. Following further investigation and detailed discussions with a senior data analyst from the Ministry of Education's "Everyday Matters" team in Wellington, it became clear that term 4 attendance figures were influenced by the Ministry's calculation methodology during NCEA study leave period for senior students.

While the school appropriately coded study leave as “X,” instances where students returned to school for extra tutorials, workshops and other school-related activities required their attendance status to be amended from study leave to present. This practice aligns with our Health & Safety policy, ensuring accurate records of all students onsite.

### **Section 5: Student Achievement**

A review of the 2025 achievement data will follow in the March report. Currently, we are working through the February NCEA catch-up credits with selected students.

There are a lot of changes happening in the Curriculum area, a lot of staff PLD happening.

### **Section 6: Student Wellbeing and Behaviour Support**

Mrs Saunders advised there have been two stand-downs and one suspension this year.

The school operates a zero tolerance to behaviours which means there is always a response to any child safety issues.

The two stand-downs are undertaking mentoring with New Foundations Trust as part of their return to school contracts. The discipline committee for the suspension met today.

Miss Pope enquired if the majority of the issues are non compliance and behavioural issues.

Mrs Saunders advised many of the issues that reach this space is more about child safety. The school has always dealt with students who arrive at low levels of literacy, numeracy, many years of finding school challenging and difficulty accessing the curriculum. Whilst generally behaviours in the classroom are quite good there is that level of work avoidance which is managed at department level using your pedagogy, your teacher strategy to uplift, upskill to try and get students re-engaged.

Mr Eason enquired about providing support for new teachers who are struggling with classroom behaviours.

Mrs Tala'imanū enquired would more PLD be helpful to support teachers.

Mr Moeakiola advised it may be that teachers require more PLD around de-escalation techniques and strategies and how to manage it before the behaviour goes too far.

Miss Pope advised the Ministry of Education provides a free UBRS (Understanding Behaviour, Responding Safely) training which may be useful for teachers. UBRS is the training for de-escalation, it is MOE hosted which would be completed before any physical restraint training.

### **Section 7: EOTC**

Mrs Saunders advised the EOTC Lead is undertaking a review of the school camps which will be provided to the March meeting of the Board.

Mrs Saunders advised a request has been received from the Kapa Haka Roopu for permission to hold and attend overnight Wananga at Wesley College 27/2 - 1/3 and 13/3- 15/3 and at Nga Tai e Rua Marae 20/3- 22/3 and 30/2-2/4 tbc - the EOTC is presented by link.

Mr Bush advised the school is a day school and the request is in line with any other school.

Following discussions about the media, closure of hostels and alignment with Trust Board decisions Mr Bush advised he would be like to review the EOTC documentation to ensure there is an appropriate level of supervision during downtime and overnight.

### **Communication between the Trust Board/School Board**

The Board noted the need to strengthen communications between the two boards.

Mr Tito advised that working through the two Chairpersons he and Miss Pope could work on a communication strategy where a more formative report back can be made to both Boards around decisions that are being made at each of the Board meetings.

Following discussions about strengthening communications between the two boards Mr Bush advised it is also part of his role to assist the boards. Mr Bush would be happy to be included in the development of a communications strategy plan.

It was agreed to receive the report of the Acting Principal.

### **CNI Proposal**

The Board discussed the CNI proposal as presented.

Following discussions relating to Police Vetting and Intellectual Property it was agreed to approve the CNI Proposal.

### **Year 9 Camp / Polyfest Feedback**

Mrs Saunders advised that feedback has been received regarding the Year 9 Camp and Polyfest.

Mr Bush enquired what would be the impact on the schools standing if it was to attend Polyfest every second year.

Mrs Tāla'imanū advised other schools attend every second year and on return win the competition.

Mrs Ermias enquired if the school had considered just the senior students going on camp and Polyfest.

Mrs Saunders advised she would prefer the Year 9 camp remained as it gives the opportunity to shape values, build relationships and sets the tone for Year 9 to continue their journey at Wesley.

Mr Moeakiola advised his daughter went on the Year 9 camp and it did set the values for her, Methodist Ethos and connecting with other Year 9s new to the school, she thoroughly enjoyed it.

Miss Pope advised it would be good if there was student voice around Polyfest and the camps, perhaps the Student Council could take the lead and advise the Board.

Mrs Saunders also advised it would be good to have staff voice as well.

It was agreed that Mrs Saunders raise Polyfest/Camps with the Student Council and staff for feedback.

### **2025 Junior Prize Giving Feedback**

Ms Saunders read the feedback received.

Mr Moeakiola advised that he too was very disappointed with the Prize Giving. He felt it was well below what was expected. It did need more organisation.

Mrs Saunders advised she did reply and apologise to the writer; the school fell well below our normal standard.

Miss Pope enquired if there is an opportunity to combine the Senior and Junior Prize Giving's.

Mrs Saunders advised if it were to be combined the Senior Prize Giving would have to be delayed to the end of year.

Mrs Ngataki advised it was separated to give both the Seniors and the Juniors their own special occasion however clearly the 2025 Prize Giving wasn't its best. Juniors do attend the Senior Prize Giving though.

It was agreed to receive the report of the Acting Principal.

**Decision Date:** 26 Feb 2026

**Outcome:** Approved



### **Attendance Management Plan**

It was agreed to approve the Attendance Management Plan as presented.

**Decision Date:** 26 Feb 2026

**Mover:** (Proprietor's Representative) Jeffry Moeakiola

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

**Outcome:** Approved



### **Kapa Haka Overnight EOTC**

It was **AGREED** to approve in principle the Kapa Haka Roopu's EOTC pending Mr Bush's review of the downtime/overnight supervision arrangements.

**Decision Date:** 26 Feb 2026

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

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

**Outcome:** Approved



### **School Board/Trust Board Communication Strategy**

It was agreed that Mr Tito, Miss Pope and Mr Bush develop a communications strategy for the board.

**Decision Date:** 26 Feb 2026

**Mover:** (Proprietor's Representative) Sonia Pope

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

**Outcome:** Approved



### **School Board/Trust Board Communication Strategy**

Develop a communications plan for the boards.

**Due Date:** 26 Mar 2026

**Owners:** (Limited Statutory Manager) Kevin Bush, (Proprietor's Representative) Maungarongo Tito, Sonia Pope



### **CNI Proposal**

It was agreed to approve the CNI Proposal as presented.

**Decision Date:** 26 Feb 2026

**Mover:** (Parent Representative) Savanna Ermias

**Seconded:** (Parent Representative) Lindsey Hatch

**Outcome:** Approved



### **School Camps/Polyfest**

Seek student voice from the Student Council

**Due Date:** 26 Mar 2026

**Owner:** (Acting Principal) Charlotte Saunders

### 3.3 State Integration Agreement



#### Receive the State Integration Agreement

Mrs Tāla'imanu advised it was strongly recommended by the Ministry of Education that all Board members read the agreement to enable a good understanding of the relationship the Board has with the Trust Board and the Ministry.

Mr Bush advised the Ministry of Education has the original copy including the 2010 amendments. The document will need to be revised going forward which the Ministry will work on.

Mrs Tāla'imanū enquired if the Trust Board is aware there will be a revision.

Mr Bush advised he was not sure as the Ministry doesn't normally work with the Trust Board other than the Hostels which is now closed and property. Mr Bush advised members to become fully aware of the document as it is the document the School lives by.

Mrs Ngataki advised that both Boards would need to be engaged with any revision though.

Mr Bush agreed both Boards and the Ministry would be engaged.

**Decision Date:** 26 Feb 2026

**Outcome:** Approved

### 3.4 MOE Standdown and Suspension Guideline



#### Receive the MOE Standdown and Suspension Guidelines

MOE Standdown and Suspension Guidelines received.

**Decision Date:** 26 Feb 2026

**Outcome:** Approved

### 3.5 Finance Report



#### Receive the Property and Finance Report

Mrs Tāla'imanū reported on the Property and Finance minutes.

#### 2026 Budget

##### Life and Faith Request

Miss Pope enquired about the request to the Trust Board.

Mrs Tāla'imanū advised Life and Faith is religious education and part of the Special Character.

Mrs Saunders advised to align the school better with the Special Character it wanted Life and Faith to be delivered at every level of the school. In the past it was optional and only delivered from Y11-13 which Senior Leadership felt wasn't reflecting the Special Character of the school.

Miss Pope advised if the Trust Board were to agree to the request they would want assurances the person delivering the Life and Faith programme was aligned with the Methodist Ethos.

##### Draft Annual Report

It was agreed to receive the draft Annual Report subject change following completion of the auditing.

Mrs Tala'imanū advised if any members had questions about the budget or annual report to contact Mr Hatch for follow up and response.

It was agreed to receive the draft Annual report.

**Decision Date:** 26 Feb 2026

**Outcome:** Approved



### **2026 Budget Approved**

It was **agreed** to approve the 2026 Budget noting 1 years deficit

**Decision Date:** 26 Feb 2026

**Mover:** (Proprietor's Representative) Sonia Pope

**Second:** (Parent Representative) Lindsey Hatch

**Outcome:** Approved

## **4. Other Business**

### **4.1 Other Business**



#### **Receive Other Business**

##### **International Student Financial Undertaking Sponsorship/Guarantor**

Mrs Saunders advised a current Year 13 international student is seeking financial undertaking sponsorship to be able to renew his student visa. The Financial Undertaking was previously provided by the Trust Board.

Mrs Ngataki advised the Year 13 student is the Donnelly Scholar.

Following discussions about risk the Board agreed to approve the financial undertaking sponsorship/guarantor to enable the family to renew the Year 13 students visa.

Mrs Saunders will advise the family.

##### **Public Footpath**

Mrs Saunders raised concern about the public footpath which has been placed at the front of the school by Graftondowns as a high safeguarding risk to students and the school. Members of the public can now walk freely onto the school site at anytime during the school day. The footpath comes very close to field three which is a safeguarding health and safety concern especially when students are using the fields. Should an incident occur between the students and/or the public it is likely the school would be liable and face the scrutiny of the media.

Following discussions it was agreed to write and send photos to the Trust Board requesting Graftondowns be asked to remove the footpath and place it within the area already designated for the Paerata Rise development

##### **Wesley College Crest Request**

Mrs Saunders advised she received a request from a Mr Sam Nonoa 1987-1991 past student who has been working with other old students to establish an event reconnecting with some of the College's traditional rival schools to promote positive role modelling and good character. Mr Nonoa are seeking permission to use the official Crest on a small range of merchandise.

Mr Moeakiola advised he has been speaking with Mr Nonoa and it is to create an event with St Stephens and Te Aute old students. The games will promote mental wellbeing and awareness.

Miss Pope advised she is very protective of what the Crest is being used for; she would be more comfortable if there was a plan of the event provided to ensure it is well planned, and that it has everything it needs to be successful. It was agreed that Mrs Saunders contact Mr Nonoa to request he provide a risk management plan to support the request.

### **Pedestrian footpath**

Mr Moeakiola advised there is concern with students walking on the road from the front entry gates. Mr Moeakiola requested a pedestrian footpath be considered for students from the front entry gate along the top of the fields to the school.

Mrs Saunders will discuss with Mrs Bellette.

### **Student School Lockers**

Mr Moeakiola advised now we are a day school there is a need for students to have day lockers for their bags. Mr Moeakiola requested that student Junior/Senior, Female/Male lockers be considered.

Mrs Saunders will discuss with Mrs Bellette.

### **School Student Parameter Boundaries**

Mr Moeakiola enquired if the parameters boundary line is required.

Mrs Saunders advised students are very well aware of where they are supposed to be, it is spoken about repetitively in academic mentoring and is in the Students Guidelines handbook. On the whole students are excellent at adhering to those boundaries.

**Decision Date:** 26 Feb 2026

**Outcome:** Approved



### **Year 13 International Student Financial Undertaking Sponsor/Guarantor**

It was agreed to approve the board support the financial undertaking sponsor/guarantor to enable the the Year 13s family to renew the student visa.

**Decision Date:** 26 Feb 2026

**Mover:** (Parent Representative) Lindsey Hatch

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

**Outcome:** Approved



### **Public Footpath**

It was agreed to write and provide photos to the Trust Board requesting Graftondowns be asked to remove the footpath and place it within the area already designated for the Paerata Rise development.

**Decision Date:** 26 Feb 2026

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

**Second:** (Proprietor's Representative) Jeffery Moeakiola

**Outcome:** Approved



### **Public Footpath**

Letter to be written to Trust Board requesting removal of the public footpath.

**Due Date:** 26 Mar 2026

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



### Wesley College Crest Request

Contact Mr Sam Nonoa to request a risk management plan.

**Due Date:** 26 Mar 2026  
**Owner:** (Acting Principal) Charlotte Saunders



### Pedestrian footpath

Discuss with Mrs Bellette the possibility of a pedestrian footpath from the front entry gate along the top of the fields to the school.

**Due Date:** 26 Mar 2026  
**Owner:** (Acting Principal) Charlotte Saunders



### Student School Lockers

Discuss with Mrs Bellette about the possibility of providing student Junior/Senior, Female/Male lockers.

**Due Date:** 26 Mar 2026  
**Owner:** (Acting Principal) Charlotte Saunders

## 4.2 Move In-Committee



### In-Committee

It was agreed at 8.32pm 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 9.26pm.

**Decision Date:** 26 Feb 2026  
**Mover:** (Parent Representative) Savanna Ermias  
**Seconder:** (Proprietor's Representative) Jeffry Moeakiola  
**Outcome:** Approved

## 5. Meeting closed

### 5.1 Close the meeting

**Next meeting:** School Board - 26 Mar 2026, 5:00 pm

### New Actions raised in this meeting

Item	Action Title	Owner(s)
2.10	Trust Board Staffing Funding Request <b>Due Date:</b> 26 Mar 2026	(Presiding Member) Patisepa Tāla'imanū
2.13	Sub-committee Membership and Contact Email Addresses <b>Due Date:</b> 6 Mar 2026	(School Board Secretary) Barbara Ngataki
2.14	Strategic Planning-Community Consultation <b>Due Date:</b> 13 Mar 2026	(School Board Secretary) Barbara Ngataki
2.14	School Board Work Plan <b>Due Date:</b> 26 Mar 2026	(Limited Statutory Manager) Kevin Bush
2.14	HOD Annual Report to Board <b>Due Date:</b> 26 Mar 2026	(Acting Principal) Charlotte Saunders

<b>Item</b>	<b>Action Title</b>	<b>Owner(s)</b>
3.1	Student Council-School Board Student Representative <b>Due Date:</b> 26 Mar 2026	(Acting Principal) Charlotte Saunders
3.2	School Board/Trust Board Communication Strategy <b>Due Date:</b> 26 Mar 2026	(Limited Statutory Manager) Kevin Bush, (Proprietor's Representative) Maungarongo Tito, Sonia Pope
3.2	School Camps/Polyfest <b>Due Date:</b> 26 Mar 2026	(Acting Principal) Charlotte Saunders
4.1	Public Footpath <b>Due Date:</b> 26 Mar 2026	(School Board Secretary) Barbara Ngataki
4.1	Wesley College Crest Request <b>Due Date:</b> 26 Mar 2026	(Acting Principal) Charlotte Saunders
4.1	Pedestrian footpath <b>Due Date:</b> 26 Mar 2026	(Acting Principal) Charlotte Saunders
4.1	Student School Lockers <b>Due Date:</b> 26 Mar 2026	(Acting Principal) Charlotte Saunders



(Presiding Member) Patisepa Tāla'imanū  
27 Mar 2026