

1. ADMINISTRATION:

1.1 PRESENT: Norman Johnston (in the Chair), Ben Hancock, David McGeorge, Akapei Tau'fo'ou, Sue Easter, Gillian Laird, Unise Smythe and Steven Hargreaves.

1.2 CONSTITUTION OF MEETING: Mr Johnston constituted the meeting with prayer.

1.3 APOLOGIES: An apology was received from Sepa Tala'imanu, Jeff Johansson and Ruby Schaumkel.

1.4 IN ATTENDANCE:

1.5 ACKNOWLEDGEMENTS:

- Seniors Boys' Touch Team: Winners of the 2016 Counties Manukau competition.
- Fiafia Night: the Board acknowledged the staff and tutors on a very successful Fiafia night.
- Touchstone Article: the article has received a good reaction from members of the Church.

1.6 DECLARATION OF INTEREST: Declared at Point of Interest

2. STRATEGIC DECISIONS/DISCUSSIONS:

2.1 2016 Charter:

The Board received a copy of the 2016 Charter as submitted with 1 March Return.

2.2 2016 Annual Plan: Submitted with 1 March Return

The Board received a copy of the 2016 Annual Plan as submitted with 1 March Return.

2.3 2016-2018 Strategic Plan: Submitted with 1 March Return

The Board received a copy of the 2016-2018 Strategic Plan as submitted with 1 March Return.

3. MONITORING:

3.1 NAG 1: Student learning, engagement, process and achievement

Fiafia night was held on Wednesday the 16th as a prelude to performing in the ASB Polyfest. This year Wesley College will enter kapa haka, Samoan, Tongan and Niuean groups. The groups have been training throughout term one on the revised schedule put forward by the BOT last year. This seems to have led to better management of the practices however, the students are still very tired and the focus of the school has moved from classroom activities to Polyfest. The groups will have an opportunity to gain NCEA credits in the performing arts.

The policy of 100% submission of internal assessments is being enforced. This means that students who do not submit work due for internal assessments will be withdrawn from co-curricular activities.

The Department Reports have been received and are available for viewing.

An Achievement in NCEA report was tabled with the Principal's Report. Points to note;

- a) Upward movement in Level 1 and level 2 results
- b) Poor result in Level 3
- c) Maori student performance lifts between Year 11 and 13, Pasifika student performance declines between Year 11 and 13
- d) Day students v. boarder results - a brief analysis of Year 12 students that did not achieve Level 1 shows that day students are over represented in this group.

The Board requested that the Principal examine turnover and retention statistics e.g what % of Year 13 students have been here since Year 9.

- **PB4L (Positive Behaviours for Learning)**

Training for the PB4L initiative has begun with the Principal attending a half day seminar and the school 'coach' attending a one day training course.

3.2 NAG 2: Self-Review

Teaching as inquiry process (where teachers examine their pedagogy and review an area of their practice to lift student achievement) has begun. There have been two meetings of our professional Learning Groups and two meetings held with our group facilitators (one run by Auckland University).

Moderation - we have a review from NZQA later this year. Chris Bean, Christine Pereira and I met with our NZQA relationship manager to plan how the school can lift its' performance to satisfy the requirements of this review. The consequences of failing this review are serious - we could lose our right to assess some subjects. Time and resourcing have been allocated to ensure this review is successful.

The Board discussed the importance of the NZQA Moderation report due date this year. It is critical that teachers are involved in subject areas that have performed poorly.

The Charter, strategic and annual plans have been submitted to the MOE.

MEETING ADJOURNED FOR DINNER 6pm
MEETING RECOMMENCED AT 6.20pm

3.3 NAG 3: Personnel

- **Staffing Matters:**

As per NAG 2 the professional learning groups have met twice.

- **Relief Teaching:**

The Board requested a breakdown of relief teaching for Term 1.

SH/WS

- **March 1 Return and Roll Return Summary:**

The Principal advised that the March 1 roll return has been done and student numbers are above the GMFS planned last year. This will see a budget and staffing increase in our April operations grant.

It was **AGREED** to receive a copy of the March 1 Return 2016 and the copy of the Wesley College – Roll Return Summary 2016.
MCGEORGE/HARGREAVES
AGREED

- **Personnel Sub-committee- HR Accrued Leave:**

3.4 NAG 4: Property and Infrastructure

- **IT Infrastructure Reports – Think IT & New Era IT**

The Principal advised that the IT network is under review and he is awaiting the report.

- **New Classrooms**

The Principal advised that the construction of five new classrooms is progressing well with roofing completed, interior painting underway and furniture ordered.

The plan for the opening is the 1st or 2nd week of May with an 8.30am start to proceedings, finished by 9am. Guests have a cup of tea, students carry on to class. Invitations will be posted and the Principal is liaising with Mr Vince Hapi.

- **Finance Report – P&F Sub-Committee**

It was **AGREED** to accept the draft accounts subject to the Balance Sheet being reviewed.

**MCGEORGE/JOHNSTON
AGREED**

It was **AGREED** to approve payments as detailed.

**MCGEORGE/JOHNSTON
AGREED**

- **Charity Applications**

It was **AGREED** to reaffirm the email decision of the Board to approve the following funding applications.

**JOHNSTON/LAIRD
AGREED**

- | | | |
|--------------------------------|-------------|--|
| a) Trillian Trust | \$4,502.00 | 1 st and 2 nd XV rugby out of area transport costs |
| b) Trusts Community Foundation | \$13,503.00 | Teaching Assistant |
| c) Whitehouse Tavern Trust | \$8,337.50 | Uniforms and accessories for rugby coaches |

3.5 NAG 5: Health and Safety

- **Site Walk, 5pm:**

The Principal advised need to complete a site walk so that trustees can identify risks and / or assure themselves there are no obvious risks to physical safety presented by buildings, paths or other fixtures and fittings on the campus.

Due to weather it was **AGREED** that the site walk be deferred to the May meeting of the Board.

- **OSH Committee:**

The OSH Committee is scheduled to meet next week.

3.6 NAG 6: Administration and Compliance

- **Website:** Still in test phase

- **Community / Māori Consultation:**

Mr McGeorge advised that he has spoken with the HOD Māori and it is likely a consultation will be scheduled for the middle of the year. Miss Liard and Mr Hapi are working on planning. **DM/GL**

- **Community / Pasifika Consultation:**

Pasifika consultation will take place after the Parent Elections.

- **Policy Compliance Sub-Committee – Internet Safety Policy:**

In the absence of Ms Schaumkel it was **AGREED** that the Internet Safety Policy be deferred to the May meeting of the Board. **RS**

- **Parent and Staff Elections, Election Notices, 03/06/2016:**

The Board received a copy of the invitation information that has been posted to families and staff.

4. ADMINISTRATION:

4.1 Confirmation of Minutes, 18/02/2016

It was **AGREED** to confirm the minutes of the meeting held 18 February 2016, as a correct record.

**MCGEORGE/HANCOCK
AGREED**

4.2 Correspondence

DATE	OUTWARD	REGARDING
	No outward correspondence	

DATE	INWARD	REGARDING	SUGGESTED ACTION
16.02	NZSTA – Enclosed separately with pack	A Parent' Guide to the Role of the Board of Trustees	Information
26.02	Aqualab	Results for drinking water	Information

Tabled correspondence:

PPTA: New Health and Safety Legislation

Mr Johnston highlighted Trustees responsibility and recommended that Trustees attend CTU courses.

It was **AGREED** to refer to the Health and Safety Officer.

It was **AGREED** to approve the outward Inward and receive the inward correspondence.

**JOHNSTON/HARGREAVES
AGREED**

5. MEETING CLOSURE:

5.1 Identify agenda items for next meeting

- Internet Safety Policy
- Date of Māori Consultation
- Polyfest Report Back
- Relief Teaching Report

6. IN-COMMITTEE:

It was **AGREED** at 6.52pm that in terms of Section 48 of the Local Government and Official Information Act 1987, the public be excluded from this part of the meeting, to discuss matters which, in public would infringe the privacy of a natural person under Section 9(a) of the Official Information Act 1989.

**JOHNSTON/HANCOCK
AGREED**

It was **AGREED** that the Board of Trustees return to open meeting at 7.01pm after discussing student discipline and staff matters.

**JOHNSTON/HARGREAVES
AGREED**

CLOSURE:

The meeting closed at 7.02pm with members sharing the Grace with each other.

Signed as a correct record this 19th day of May 2016

Norman Johnston
CHAIRPERSON