

## **1.0 ADMINISTRATION**

**1.1 PRESENT:** Norman Johnston (in the Chair), David McGeorge, Jeff Johansson, Uinise Smythe, Sepa Tala'imanu, Rose Tapuvae Papuni, David Denny, Gillian Laird and Steven Hargreaves.

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

**1.3 APOLOGIES:** Nasili Vaka'uta and Ocean Tierney

**1.4 IN-ATTENDANCE:** Barbara Ngataki, Minutes Secretary

### **ACKNOWLEDGMENTS:**

- **Principal, Steven Hargreaves:** The Chairperson acknowledged the Principal for his service to Wesley College and wished him well in his new role as Principal of Macleans College. The Chairperson looks forward to a new connection with Macleans.
- **Deputy Principal, Aaron Scorrige:** The Board acknowledged Mr Scorrige for his service to Wesley College. Mr Scorrige moves to a new role in the industry sector in the new year.
- **Condors Rugby:** The Principal acknowledged the players who represented Wesley College at Condors. The U15s lost in the Plate final and the seniors lost against Hamilton Boys High School. Semesa Saukuru was selected for the Fijian team, Ronan Lawrence was selected for the Cook Island team and Larenz Tupaea for the Samoan team.

### **CHAIRPERSONS COMMENT:**

The Chairperson tabled the new Principals, Mr Brain Evans signed contract; acknowledging that the process had gone well with the appointment being received positively by the community. The Principal is still to sign his contract with the Trust Board.

The Chairperson also raised concerned that it appeared that the appointment was known in the community prior to the announcement.

The Principal will live at the draft horse farm in the short term.

The Chairperson also advised that Mr Evans requested 1 ½ day per week off to enable the completion of his PhD in Pasifika studies. Mr Johnston advised that he had agreed and it would end in April 2017.

It was **AGREED** to affirm the decision of the Chairperson as advised to allow Mr Evans 1 ½ day per week until April 2018 to complete his PhD.

**JOHNSTON/JOHANSSON  
AGREED**

The Chairperson also acknowledged the resignation of Mr Aaron Scorrige, Deputy Principal. The position is advertised and the closing date for applications is 19 December.

The Chairperson advised that the new Te Paea hostel accommodation would be completed mid-January in time for the start of school.

## **2.0 STRATEGIC DECISIONS/DISCUSSIONS**

- **2.1 2018 Charter – To be reviewed**

- **2.2 2018 Annual Plan**

The Principal, Mr Hargreaves advised that the Annual Plan has been completed to date ready for Mr Evans to take over in the new year.

- **2.3 2016-2018 Strategic Plan – To be reviewed**

### **3.0 MONITORING**

#### **3.1 NAG 1: Student Learning, engagement, process and achievement**

- **Attainment:**

The Principal reported on the tabled summary of credits attained by senior students this year-to-date. Results are very pleasing. Where we have students not attaining NCEA it is often due to them leaving school prior to the end of the school year.

The Board acknowledged the Principal and teaching staff for the continued achievement levels of students.

The Principal advised along with students, Deans and form teachers are more responsive to monitoring and tracking student attainment.

- **Access to digital devices (BYOD)**

The Principal advised that planning work continues for the roll out to occur in term two 2018. The departure of Aaron Scoringe may have an impact on this project. The Principal and Mr Scoringe will meet tomorrow.

#### **3.2 NAG 2: Self-Review**

- **Appraisals**

Staff have completed their appraisals and submitted to their line managers.

- **Moderation**

The first of our external moderation reports have been returned. The agreement rate for standards assessed in the classroom is 100%. There are two standards assessed at Polyfest that do not have 100% agreement from the moderators. The Samoan dance standard has a small number of grades where our assessor does not agree with the NZQA moderator. Our Niuean dance was assessed by the judges at the Niuean stage as a live performance and NZQA have asked for digital evidence - even though this was not required by the Niuean stage. Chris Bean is following up these matters.

- **2017 Term 4 Professional Development Courses Undertaken**

It was **AGREED** to receive the report on term 4 professional development.

#### **3.3 NAG 3: Personnel**

- **Resignations:**

The Principal tabled the resignation of Mr Aaron Scoringe, Deputy Principal. Mr Scoringe is moving into the industry sector.

It was **AGREED** to receive with regret the resignation of the Mr Scoringe. **JOHNSTON/LAIRD  
AGREED**

The Board requested that the Principal write to convey their gratitude and best wishes to Mr Scoringe. **SH**

The Principal advised that Mr Evans is looking at interviewing either the 20<sup>th</sup> or 21<sup>st</sup> of December depending on the applications received. Should the pool be light Mr Evans would like to extend the application timeframe over to January 2018.

It was **AGREED** that Ms Laird, Mrs Smythe and Mrs Tala'imanu and Mr Evans form the interview panel should Mr Evans continue to interview in December.

**JOHNSTON/SMYTHE  
AGREED**

The Principal tabled the resignation of Mr Luke Makris, teacher aide. Mr Makris is moving to Australia.

It was **AGREED** to receive with regret the resignation of the Mr Makris.

**HARGREAVES/JOHNSTON  
AGREED**

The Principal advised that an appointment for the teacher aide position was likely in the next few days.

### **3.4 NAG 4: Property and Infrastructure**

- **New School Planning**

The Chairperson advised that following the Combined Boards meeting there is not too much more to update on the new school planning.

Mrs Smythe requested that future Combined Board meetings is scheduled for a longer timeframe as she felt that there were a lot of questions that members weren't able to ask. Mrs Smythe wanted to be sure that members understood what Innovative Learning Environments (ILE) were and whether or not staff should be getting PD on how to use the environment effectively. Mrs Smythe felt the meeting should be earlier in the year rather than later.

The Principal felt that the Board should have the discussion with the new Principal, Mr Evans and that it may still be prudent to have the Combined Boards meeting mid-year to enable Mr Evans time to take in his role and the development of the new school.

- **Hostel Council Minutes**

The Principal advised that:

- the outfit of Denton is completed and Te Paea is on track. Around 270 boarders are expected, the senior hostels are full. Taina, Maia and Denton are proposed for a shared level mix.
- the Director of Boarding had advised that incidents of fireworks, alcohol are no longer happening in the hostels.
- two hostel positions have been advertised with no applications as yet.
- maintenance has been working a man down therefore a new position in maintenance has been created.
- there were discussions around the Wesley Grant and it being sustainable.

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

Mr McGeorge reported on the tabled Finance Report month end November 2017.

It was **AGREED** to receive the tabled Finance Report.

**MCGEORGE/DENNY  
AGREED**

Mr McGeorge tabled payments for approval totalling \$90,000.

It was **AGREED** that the payments be approved.

**MCGEORGE/DENNY  
AGREED**

*The Principal declared his conflict of interest.*

#### **Principal's Visa Card**

Mr McGeorge advised that the sub-committee reviewed the Principal's Visa Card

#### **Revised Draft Budget:**

It was **AGREED** that the Board approve the revised draft budget as tabled. **MCGEORGE/DENNY  
AGREED**

- **Charity Applications: Grassroots Trust, \$4250.00, Coaches Jackets**

It was **AGREED** to reaffirm the Grassroots Trust funding application. **JOHANSSON/TALA'IMANU  
AGREED**

### **3.5 NAG 5: Health and Safety**

- OSH Committee Minutes – not met

### **3.6 NAG 6: Administration and Compliance**

- **Community / Māori Consultation**

It was **AGREED** to schedule the next Māori consultation meeting for Term 2, 2018.

- **Community / Pasifika Consultation 6 November, feedback**

The Principal advised that only Mrs Valeti Finau, Mr Johansson and Ms Laird attended the meeting. Discussions related to advertising and venue for the consultation.

Ms Laird felt the consultation should take place at Wesley College as there could be difficulties going out to community churches.

Mr Johansson advised that he would prefer a Pasifika inclusive consultation rather than just a Tongan community consultation. Mr Johansson will discuss with Dr Vaka'uta.

Other options is the Board tag on at the end of school information evenings like the NCEA evenings which were well attended. The Board could also consider consulting during Polyfest practices.

- **Set 2018 Board Meeting Dates**

It was **AGREED** to confirm the 2018 Board Meeting dates with amendments.

- **Compliance Sub-Committee**

- **Policies and Procedures: Role of the Chaplain**

It was **AGREED** to receive the Role of the Chaplain Procedure.

**LAIRD/MCGEORGE  
AGREED**

- **Samoan group / China trip request**

It was **AGREED** in principle that the China trip be approved subject to travel agent confirmation of flight and land packages.

Student fees must be up to date, schoolwork, behaviour and attendance to class must be at 90% to be allowed to travel.

**MCGEORGE/TALA'IMANU  
AGREED**

#### **4.0 ADMINISTRATION**

##### **4.1 Confirmation of Minutes, 26 October 2017**

It was **AGREED** to confirm the minutes of the meeting held 26 October 2017, as a correct record.

**HARGREAVES/JOHANSSON  
AGREED**

##### **4.2 Correspondence**

<b>DATE</b>	<b>OUTWARD</b>	<b>REGARDING</b>
	Nil	

<b>DATE</b>	<b>INWARD</b>	<b>REGARDING</b>	<b>SUGGESTED ACTION</b>
Oct 2017	STAnews	Issue 277	Information
Nov/Dec 2017	STAnews	Issue 278	Information
03/11	Aqualab	Results for drinking water	Information
01/12	Aqualab	Results for drinking water	Information

It was **AGREED** to receive the Inward correspondence.

**HARGREAVES/ JOHNSTON  
AGREED**

##### **5.0 IDENTIFY AGENDA ITEMS FOR NEXT MEETING**

- Review Charter, Annual Plan, Strategic Plan

##### **6.0 IN-COMMITTEE**

It was **AGREED** at 6.38pm 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/MCGEORGE  
AGREED**

It was **AGREED** that the Board of Trustees return to open meeting at 7.23pm after discussing student discipline and staff matters.

**DENNY/MCGEORGE  
AGREED**

##### **General Business:**

There was no general business

##### **CLOSURE:**

The meeting closed at 7.24pm with members sharing the Grace with each other.

Signed as a correct record this 22<sup>nd</sup> day of February 2018

*Norman Johnston*  
**CHAIRPERSON**