

**MINUTES OF THE MEETING OF THE WESLEY COLLEGE BOARD OF TRUSTEES** held in the meeting room adjoining the Dining Room on Thursday 24 May 2018 commencing at 4.30pm.

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**1.0 ADMINISTRATION**

**1.1 PRESENT:** Norman Johnston (in the Chair), Jeff Johansson (4.40pm), Sepa Tala’imanu (4.44pm), David Denny, Gillian Laird, Unise Smythe, Imraz Sahib and Brian Evans

**1.2 CONSTITUTION OF MEETING:** Mr Johnston constituted the meeting with a reading from the daily Chapel messages and with prayer.

**1.3 APOLOGIES:** David McGeorge, Rose Tapuvae Papuni and Nasili Vaka’uta.

**1.4 IN-ATTENDANCE:** Ms Ngatia Vaike - Science, Mr Siosuia Pole – Mathematics and Barbara Ngataki, Minutes Secretary

**ACKNOWLEDGEMENTS:**

- Karl Tuinukuafe [2004-2010]: Mr Johansson acknowledged the All Black selection of old student Mr Tuinukuafe.
- Uini Atonio [2003-2008]: Mr Johnston acknowledged the French selection of old student Mr Atonio.
- Mrs Anne Sio-Tema: Mr Johansson acknowledged the passing of Mrs Sio-Tema’s brother. Rev and Mrs Sio-Tema have returned to NZ for the funeral.

**CHAIRPERSONS COMMENT:**

The Chairperson advised that:

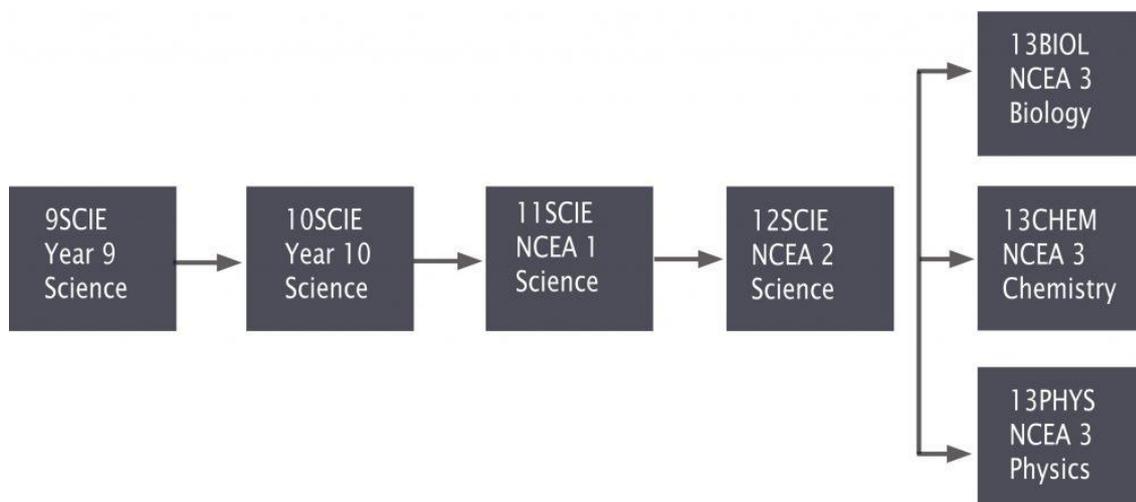
- he attended the launch of Brother Sir Patrick Lynch’s book on State Integration. A Former Prime Minister, Jim Bolger was present and Mr Chris Johnston spoke on Wesley College.
- he is pleased with the progress of the Rotary Enhancement Programme (REP) at the school. Rotary funds the programme up to \$ 100,000 per annum and other than Wesley currently Rotarians or ex Rotarians provided the Tutors.
- the Argentina Jonah Lomu Legacy tournament has been postponed to 2019

**WELCOME**

Mr Johnston welcomed Ms Vaike and Mr Pole to the meeting.

**Ms N Vaike – Science**

Recap: Science Course Structure in 2017 (as implemented in 2016).



## Highlights for 2017

### Level 1 Science

- 4 students gained subject endorsements;
  - 3 at Merit
  - 1 at Excellence

### Level 2 Science (Chemistry, Physics, Biology combined)

- 2 students gained subject endorsements both at Merit level.
  - 6 students were picked to sit an extra external for Chemistry – all 6 students achieved in this standard.

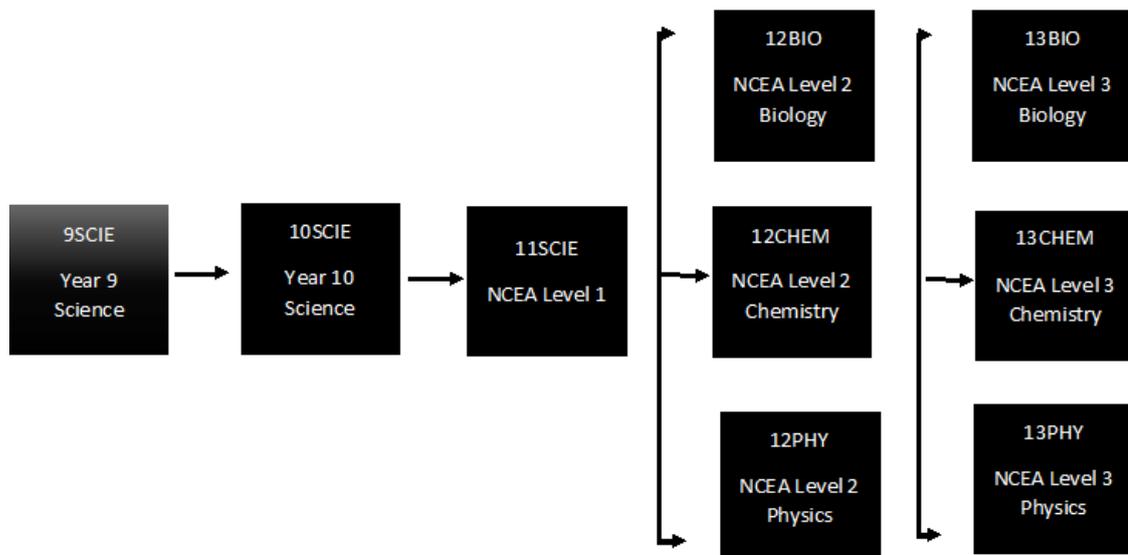
### Hands on Otago

- One student selected to experience Microbiology at the Hands on Otago programme. The programme allows students to experience some of the activities that researchers are involved in as a way to encourage considering further study as a step in their career pathway.

### Holiday workshop

- 2 day Biology and Chemistry Term 3 holiday workshop offered to students. Good attendance rate. The workshop will also be offered again this year closer to NCEA.

### Current Science Course Structure in 2018:



### Departmental Goals

- School wide initiative of using SEXY paragraph writing
- E-Learning – This use is not only as a teaching, facilitating and learning tool but also as an assessment tool.
- Currently use Education Perfect, which will give all the information needed for a teacher to identify the gaps in students learning.
- 80% of students in each senior Science course to achieve 14+ credits in that subject
- 90% submission rate for each assessment
- Continue with an increase in endorsements in Science (increase from previous year)

\*\* The above department goals are progressive, with the overall goal set out for 2018 would be a 4-5 year goal for 80% of students will gain their Level 3 subject endorsements.

### Moving Forward

### **Junior Science**

- The course is re-evaluated at the end of each year, to reflect the student's needs or interest, incorporate cross-curricular / integrated learning but also to still provide the foundation for the basics in Science.
- At Year 10, still with the above focus but to also start preparing students for Y11. Topics covered are those that set the foundation leading into Y11 with also the possibility of offering an Achievement Standard.

### **Senior Science**

- Focus at all levels and courses is placed on achievement with the goal of an endorsement. Also preparation for tertiary courses, which students may decide to undertake through mentoring, guidance.
- Look at students taking part again in Hands on Otago and The Otago University Advanced School Sciences Academy.

Mr Johnston enquired how are the students are funded to Otago and was there a limit on the numbers that can attend.

Ms Vaike advised that Otago has a Maori and Pasifika Scholarship and as a Decile 1 -3 rural school we have two of the criteria covered. There is also no limit to numbers and it had been offered to six students but only two applied, both were accepted.

### **How can this be done?**

- Teacher availability – offering of after school tutorial sessions
- Implementing best practice in the classroom with teaching and scaffolding to students how to answer exam questions
- Exposing students to typical exam questions
- Providing feedback and feedforward to students
- Structuring lessons to encourage students higher order level of thinking

Ms Vaike advised that normalising assessments, exposure to more tests and learning to study when in Y9 - 10 greatly assists students when they reach Y11-13.

Mr Pole also agreed that breaking down the barrier of junior exams and normalising assessment can only benefit students in their senior levels.

### **Other factors to consider - Increase in resourcing**

- The implementation of Senior specialist subjects at Level 2 and Level 3, an increase in resourcing is to be addressed with assessments carried out are practical based, involving chemicals or purchasing of products so students can carry out a quality investigation.
- E-Learning has increased which captures this generation. Readily available electronic devices that will cover a large number in the class.
- Funding for students (if successful) to partake in university programmes in Science.

Mrs Smythe enquired if the department was fully resourced in terms of safety equipment.

Ms Vaike advised that they are purchasing more lab coats and do have glasses but it is the practical resources for assessments such as fertilisers and chemicals that are difficult.

The Principal acknowledged Ms Vaike for her report and the good leadership structure.

The Principal advised that he was happy to see practical based assessments with students and recommended supporting the purchasing of practical resources for the department.

It was **AGREED** to ask the Principal to speak with Mrs Raos about possible funding avenues for students to attend events like Hands on Otago. **BE**

It was **AGREED** that the Principal discuss with Ms Vaike what practical resources/inventory is required to enable the completion of practical assessments ie Fertilisers, Chemicals. **BE**

Mr Johnston thanked Ms Vaike for her report.

### **Mr Pole: Mathematics**

#### **Endorsements**

Mr Pole advised:

7 students gained L1 Endorsement  
3 students gained L2 Endorsement  
1 student gained L3 Endorsement

#### **Mathex Competition:**

Mathex went well last year with very good wider community/school participation.  
The Wesley College team placed 3<sup>rd</sup> in the competition.

#### **Achievement Standards:**

The department:

- will offer two standards in Y10, 1 in T3 and 1 in T4.
- will offer Y11 Trigonometry and new assessment standards in 2019
- Y10 students will enter Y11 in 2019 with six numeracy credits.
- Y11 assessment standards will be reviewed this year

#### **Staff:**

At present, Mr Pole is the only fulltime staff member in the Mathematics department until Mr Singh arrives in week 8. Other staff members are part-time which makes it difficult to hold department meetings due to clashes with other department meeting timetables.

#### **Resources:**

More Laptops / COWs required to kit a full classroom as the current resources are often booked to other departments.

Literacy is still a work on at junior levels.

It would be good to have an entry test at Y9 to get a good understanding of where students are at when entering Wesley.

Mr Johnston enquired is Prep in Hostel being done?

The Principal advised that it is better than it was but it is a mixed bag with some supervisors fully engaged with students and others needing to be encouraged.

Mrs Smythe advised that some schools have a Learning Support Centre.

Ms Laird also advised some concern for students transitioning from Kura Kaupapa to mainstream, some of the students excel and others fall back.

The Principal advised that Wesley has a very good Learning Support Department and he is reinvestigating the use of the Reading Plus Programme.

The Principal also advised that an intense six week literacy and numeracy programme with Y9s could be considered. The students would graduate on completion and move to a normal timetable.

Mr Johnston thanked Mr Pole for his report to the Board.

*Mr Pole and Ms Vaike left the meeting at 5.15pm.*

## 2.0 STRATEGIC DECISIONS/DISCUSSIONS

2.1 2018 Charter – Submitted to MOE 23/03/2018

2.2 2018 Annual Plan – Submitted to MOE 23/03/2018

2.3 2019-2021 Strategic Plan – to be tabled Term 4

## 3.0 MONITORING

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

- Receive the Principal’s Report

#### Principal’s General Comment

Term two begun well with the focus for students being clearly on academic attainment and the completion of assessments. The winter sports season is well underway with teams entered in Rugby, League, Basketball, Netball and Soccer competitions. The 1<sup>st</sup> XV is again in the Central North Island competition and has recorded 1 win and 1 loss thus far. The girl’s rugby team has had two good wins to date. Senior Basketball, Soccer and League recorded wins in their first games.

- **School Roll**

The Principal reported on the current school roll.

2018	Full Roll		Day		Boarding	
	Male	Female	Male	Female	Male	Female
Year 9	65	25	25	7	40	18
Year 10	75	11	15	3	60	8
Year 11	47	16	12	9	35	7
Year 12	59	12	15	5	44	7
Year 13	36	17	3	1	33	16
Sub Total	282	81	70	25	212	56
Total	363		95		268	

International 11

Domestic 352

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

It was **AGREED** to receive the March 1 Return and the Roll Return Summary.

**JOHNSTON/JOHANSSON  
AGREED**

- **Parent Interview attendance: 123 parents, 525 appointments**

The Principal advised that 525 appointments were made for the Term 1 parent interviews.

It was **AGREED** to receive the report on parent interview attendance.

- Attendance**

The Principal reported on the student attendance.

1/1/2018 - 16/05/2018	
	Attendance Rate
Attendance rate for School	91.8
Attendance by gender	
Female	88.8
Male	92.7

It was **AGREED** to receive the report on attendance.

- ‘REP’ (Reading Enhancement Programme) reading programme**

The Principal advised that the project has started and so far has been hugely successful and popular with students.

- BYOD**

AP Chris Woods is on target to roll out this out in Term 1 2019. There may be some experimentation this year with a selected class or two from Term 3.

- Wesley College - Data Narrative 2018**

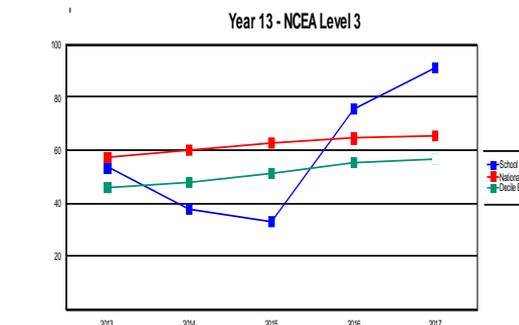
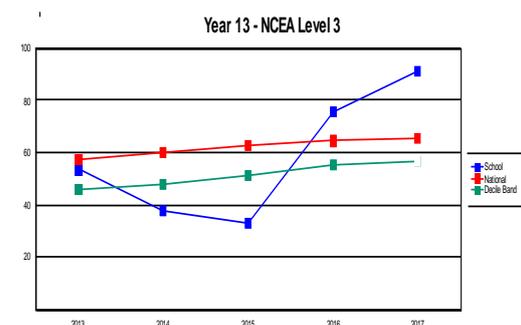
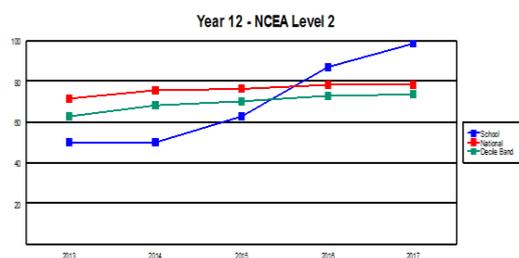
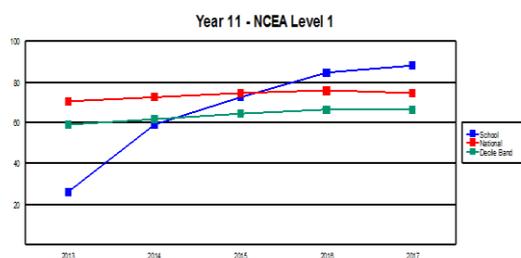
The Principal reported on the 2017 achievement and leaver data, as contained with the report, to consider as we look ahead at pathways and future focus for our learners. The data is drawn from NZQA with input from an MOE secondary/tertiary analyst.

**Achievement in NCEA and UE: Wesley College**

Generated 3-Apr-2018

PR2 - Roll-Based Current Overall Results

Academic Year	Wesley College				National				Decile 1-3			
	Year 11 NCEA L1	Year 12 NCEA L2	Year 13 NCEA L3	Year 13 UE	Year 11 NCEA L1	Year 12 NCEA L2	Year 13 NCEA L3	Year 13 UE	Year 11 NCEA L1	Year 12 NCEA L2	Year 13 NCEA L3	Year 13 UE
2013	26.2	50.0	53.7	27.8	70.6	71.6	57.6	51.7	59.2	62.6	45.8	34.3
2014	58.8	50.0	37.7	10.1	72.5	75.4	60.2	46.1	61.6	68.2	47.7	26.1
2015	72.4	62.7	33.3	14.8	74.4	76.4	62.7	48.6	64.5	70.2	51.5	28.3
2016	84.4	86.8	75.7	31.4	75.5	78.4	64.5	49.2	66.4	73.2	55.3	30.0
2017	87.9	98.3	91.3	15.2	74.6	78.5	65.7	49.4	66.4	73.7	57.0	29.0



- Note exceptional results for NCEA with low UE pass rates.
- One thing picked up when looking at individual student data was the spread of credits our students are picking up.
- 14+ credits in a course is considered a 'pass'.
- Of 84 courses on offer (e.g. L1 English or L3 History etc. etc. and including external courses) only 14 of our courses had an average pass rate of 14 credits or more.
- This indicates a number of our students are picking up their credits across a range of subjects to achieve their NCEA as opposed to achieving solidly in 3, 4 or 5 subject areas.
- This is supported by the fact many of these credits are a mixed bag - Over 1/3 of students at L1 – L3 were completing 20 – 40 credits in what was called 'external credits'. This ranges from polyfest, health and safety, fork lift driving etc.
- Many of these credits are worthy but need to be part of a pathway rather than add on's, or at least considered a 'top-up' only.
- So the real challenge is to ensure students have clear pathways, e.g. if a student is getting construction credits they still need a solid base of say English, maths and science, rather than 40 construction credits and a smattering of credits from 4 or 5 other areas.
- If we get a focus on strengthening this we will also have a far greater chance of raising UE

Note most recent Leavers data (2017) does not become available until next year.

- **Whole School and Hostel Staff Only Day, 5 June 2018**

The Principal advised that a whole school and hostel staff only day is scheduled to be held at the Counties Stadium 5 June 2018.

The agenda:

- Our Methodist Special Character
- Creating a Wesleyan leaver profile – what do we all want our students to look like when they leave Wesley?
- Begin a strategic plan for 2019 – 2021
- Develop our Kairangi values and systems for the next phase.

It was **AGREED** to receive the report of the Principal.

- **China Trip Cancelled:** for information.
- **Argentina Trip**  
The Principal advised that the trip to Argentina planned for July 2018 has been postponed until 2019. This is the second postponement by the organisers.

### 3.2 NAG 2: Self-Review

- **PLD Update Attended**

It was **AGREED** to receive the summary of PLD attended in T1.

- **Community of Learning – Kahui Ako**

A pedagogical leadership team has been put together with our in-school COL and AP Chris Wood. This team will help us to lead our in-school professional development. This year our focus remains on improving our teaching practice but with emphasis on culturally responsive pedagogy, visible learning and relational pedagogy. Each teacher is completing a teaching inquiry into their practice with the support of the pedagogical leadership team.

- **Te Reo Specialist**

A Te Reo Maori specialist from Team Solutions / Auckland University has been enlisted to assist building our Te Reo strength. She will begin by collecting student voice and create a plan for our needs.

### 3.3 NAG 3: Personnel

- **Mr Chris Wood – Assistant Principal**

The Principal welcomed Mr Chris Wood as Assistant Principal (teaching and learning) who started at the beginning of Term 2.

The Principal also acknowledged Mr Chris Bean and Mrs Christine Pereira who covered this position while it was vacant.

- **Divnesh Singh – Teacher of Mathematics**

The Principal also welcomed Mr Divnesh Singh to the Maths dept. Mr Singh will commence week 8.

### 3.4 NAG 4: Property and Infrastructure

- **Update** – There was no update for this meeting of the Board.

- **Hostel Council Minutes** – Has not met since the last meeting of the Board.

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

Mr Denny reported on the tabled finance report month end April 2018.

- **Classroom Heat Pumps and Paint**

The Principal advised that the classrooms are very uncomfortable, very hot in the summer and very cold in the winter. The classrooms also need to be updated and repainted.

It was **AGREED** that classrooms be fitted with heat pumps, updated and repainted as required by the Principal.

**SMYTHE/LAIRD  
AGREED**

- **Charity Applications:**

It was **AGREED** to reaffirm the following Charity Application.

**JOHANSSON/LAIRD  
AGREED**

TO	Amount	For
<b>Trillian Trust / Declined</b>	\$33,502.00	Travel to Argentina to attend the 'Jonah Lomu Legacy Tournament'
<b>Grassroots Trust / Declined</b>	\$6832.80	Driver training and restricted licence programme
<b>Grassroots Trust</b>	\$24,020	40 HP Probooks, including Freight and 3 Year warranty
<b>Four Winds Foundation</b>	\$6832.80	Driver training and restricted licence programme

### 3.5 NAG 5: Health and Safety

- **OSH Committee Minutes 21/03/2018**

It was **AGREED** to receive the Minutes of the OSH committee dated 21/03/2018.

### 3.5 NAG 6: Administration and Compliance

- **Moderation**

The Principal advised Moderation of assessments continues so that we are able to meet the expectations of NZQA.

- **Community / Māori Consultation / report back**

Ms Laird advised that it was a productive meeting with a number of new families/students from Northland attending.

Parents were concerned about Polyfest sleepovers and the timeframe students had to practice.

It was explained that students return to school for dinner and they have other commitments such as prep to attend.

**MEETING ADJOURNED FOR DINNER 6pm**

**MEETING RECOMMENCED AT 6.25pm**

- **Community / Pasifika Consultation**

It was **AGREED** to tentatively schedule a meeting for Sunday, 22 July at 2pm.

Mrs Ngataki will contact Mr Johansson to confirm the date prior to advertising in the July Principal's Newsletter. **BN**

- **Compliance Sub-Committee**

**Policy: International Student and Polyfest Competition**

It was **AGREED** to adopt the Polyfest Competition Policy with amendments and the International Student Policy. **TALA'IMANU/JOHANSSON  
AGREED**

**Procedure:** International Student Administration, In-school communication and complaints, Attendance and HIV / AIDs and other Bloodborne Virus'

It was **AGREED** to receive the International Student Administration, In-school communication and complaints, Attendance and HIV / AIDs and other Bloodborne Virus' procedures.

### 4.0 ADMINISTRATION

#### 4.1 Confirmation of Minutes, 22 March 2018

It was **AGREED** to confirm the minutes of the meeting held 22 March 2018, as a correct record.

**JOHNSTON/EVANS  
AGREED**

#### 4.2 CORRESPONDENCE

DATE	OUTWARD	REGARDING	
	No correspondence		
DATE	INWARD	REGARDING	SUGGESTED ACTION
Mar/Apr	STAnews	Issue 280/281	Information
27/04	Aqualab	Results for drinking water	Information
27/04	NZSTA	Registering a delegate for the AGM	Information

## MATTER'S ARISING

- **NZSTA: Registering a delegate for the AGM**

Ms Laird requested that the Board advise her if there is a delegate for the AGM.

Ms Laird is representing the Board at the conference in Rotorua.

## TABLED CORRESPONDENCE:

- **Mr V Hapi – HOD Māori: Proposal for Kapa haka Tour to Fiji 2019**

Dates: 12 – 19 April 2019 first week of the T1 school holidays.

It was **AGREED** in principle to approve the Kapa Haka tour to Fiji in 2019 provided all required EOTC documentation is submitted to the Principal for approval.

**EVANS/JOHANSSON  
AGREED**

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

**JOHNSTON/EVANS  
AGREED**

## 5.0 IDENTIFY AGENDA ITEMS FOR NEXT MEETING

- **HoD Attendance**

## 6.0 IN-COMMITTEE

It was **AGREED** at 6.36pm 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/TALA'IMANU  
AGREED**

It was **AGREED** that the Board of Trustees return to open meeting at 7.13pm after discussing student discipline and staff matters.

**JOHNSTON/JOHANSSON  
AGREED**

## GENERAL BUSINESS:

- **WCOSA 175<sup>th</sup> Anniversary Date**

Mr Johansson advised that 25-28 October 2019 has been confirmed.

- **2019 Board of Trustees Parent and Staff Representative Elections**

Mrs Ngataki advised that Board Succession Planning will be placed on the Agenda for consideration as time gets closer to the 2019 Elections.

## CLOSURE:

The meeting closed at 7.16pm with members sharing the Grace with each other.

Signed as a correct record this 26 July 2018

*Norman Johnston*  
**CHAIRPERSON**