

1.0 ADMINISTRATION

1.1 PRESENT: Norman Johnston (in the Chair), Jeff Johansson, Sepa Tala'imanu, David McGeorge, Unise Smythe, Rose Tapuvae Papuni, Imraz Sahib (5.40pm) and Brian Evans

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

1.3 APOLOGIES: Nasili Vaka'uta, David Denny and Gillian Laird. Imraz Sahib for lateness and Unise Smythe who will leave the meeting early.

1.4 IN-ATTENDANCE: Mr Gavin Sheppard – Workshop Technology, Mrs Miriam Chainey – Art and Barbara Ngataki, Minutes Secretary

WELCOME

Mr Johnston welcomed Mrs Chainey and Mr Sheppard to the meeting.

ACKNOWLEDGEMENTS

- Miss Ocean Tierney, Student Trustee: The Board acknowledged the service of Miss Tierney as the Student Trustee for the 2017-2018 period.
- Mr Alamein Tana: Mr Johnston advised of the passing of Rev Tana's brother. The Board conveyed their condolences.
- Mr Brian Evans: the Board acknowledged the Principal on the completion of his PhD, Philosophy Pasifika Education.

CHAIRPERSONS COMMENT

Mr Johnston noted that:

- the Methodist Church Conference commences Saturday 29 September. The Wesley College report will be discussed Monday, 1 October.
- WCOSA have commenced planning for the 2019 175th Anniversary of Wesley College.
- R.S.M. Hayes have been reappointed as the Auditors.

Mrs Miriam Chainey – HOD Music

Recap results of 2017.

Internal art assessments have continued to be successful with:

- Year 11 art students achieving 100% completion of the course and 100% achievement of 22 credits.
- Seven students gained merit endorsements in art
- Four students gained excellent endorsements in art.
- Year 12 100% completion of course with 20 credits attempted and passed.
- Four students gained Merit endorsements
- Three students gained excellent endorsements.

Year 13 students achieving 100% of the external folio submission

- With 4 achieving Merit endorsements
- Two achieving excellence
- Seven students gaining 14 credits

Moving Forward

Junior Art

- Y9 introduction to the elements and media, 2 hours per week in a 10-week term.
- Y10 options introducing achievement standards and recording visual material.

Senior Visual art

- Ensuring that the Y11 cohort continue with the results attained in previous years.
- Y13s subject encouraged to record individual resources for selected art themes.
- Expectations the all students attempt and submit all standards.

Other factors to consider

Due to the nature of the subjects and increased numbers of students taught across junior school, there is a need for more materials especially with the Y9 and 10 classes who carry no personal equipment.

Mr McGeorge enquired if the department has the resources required.

Mrs Chainey advised that yes and no generally, students do not arrive with the equipment needed for Art and she has to fund resources out of her classroom budget.

Mrs Smythe advised that over a number of years the department has attained a 100% pass rate, what is the secret and how do you extend from 100%.

Mrs Chainey advised that other than a commitment to work with students she has a high expectation that students meet the criteria to pass. There are many forms of art, camera as a drawing tool, photo shop, 3D Printers, design and use of media to extend genre.

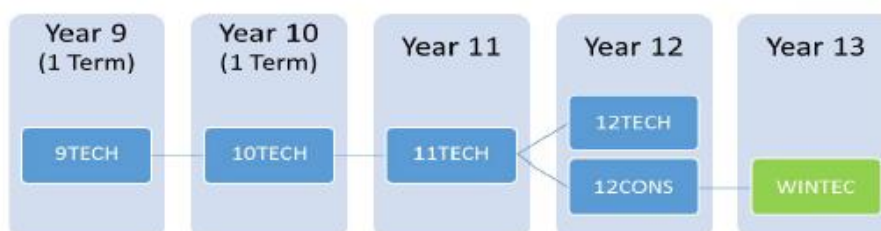
The Principal enquired if the department has ever considered Scholarship.

Mrs Chainey advised that she is working with Miss Manoa on SEXY writing to develop Scholarship opportunity.

Mr Johnston and the Principal acknowledged and thanked Mrs Chainey for her presentation to the Board.

Mr Gavin Sheppard – HOD Technology

Workshop Technology Pathway – 2018



Key points - Junior Technology 2018:

- Year 9 - 1 x Term rotation - design and build pewter jewellery
 - student booklet developed to support VH
- Year 10 - all students - 2 x Term rotation
 - Inclusion of group projects e.g. bench seats for the quad

Key points - Senior Technology 2018:

- Overlap with 12CONS and 12WINTEC (same timetable line), fewer numbers doing 12CONS

- Good numbers currently doing 11TECH (26)
- Year 11 & 12 Technology - mostly Achievement Standards, some Unit Standards
 - Small furniture products
 - Use of 3D design tools to support external achievement standards
 - Portfolio work online with Google Classroom

Technology Pathway - 2019

Key points:

- No changes planned for **Year 9 or 10 Technology**.
- **No WINTEC** option for Wesley College students in 2019. Possible options through MIT for Year 13. MIT options for Year 12 also to be confirmed.
- Proposed Technology outline for **Years 11-13**:
 - **Year 11 Technology** - Achievement Standard course
 - **Year 11 Construction** - combined class (hands-on, trades based)
 - **Year 12/13 Technology** - combined class (university approved pathway)
 - **A Year 12 / 13 Construction** course (hands-on, trades based) would be great to replace the WINTEC course, but is not currently possible due to staffing.
- Possibility to align senior students interested in construction with Gateway opportunities.

Mrs Tala'imanu enquired what the difference was between Technology and Construction.

Mr Sheppard advised that technology is a University pathway that includes research and 3D design, construction is more hands on building.

Mr Johnston advised with the development and the building partners onsite there may be an opportunity to link with the Technology department.

Mr Sheppard advised the Gateway programme would welcome the opportunity to talk with the building partners to see what is possible.

The Principal advised there is now a newly appointed position of an Achievement Coordinator whose role is to coordinate individual learning pathways for those students undertaking Gateway and MIT.

The Principal is looking to leave Unit Standards in favour of Achievement Standards, mentoring students in Y9 and 10 now will assist with more meaningful subject selections when in Y11.

Mrs Smythe advised that previously some subject selections were not able due to timetable clashes and, families not having the opportunity to participate in the subject selections. How will this change to cater for those considering University?

Mr Sheppard advised that the school has begun to use School Point giving the opportunity to preview student subject interest prior to selection and the ability to align subject lines better. There were not many clashes.

There is also the new parent portal where families can log on and see what subjects their children have selected, they can discuss those selections and make amendments to their subject choices.

Students are also being mentored by teaching staff to ensure the selections they make lead to meaningful pathways.

Mr Johnston will contact Bosanac Builders, building partner for Gateway and Remuera Rotary about the possibility of another 3D Printer.

Mr Johnston and the Principal acknowledged and thanked Mr Sheppard for his presentation to the Board.

2.0 STRATEGIC DECISIONS/DISCUSSIONS

2.1 2019 Charter, Submission date by 1 March, Planning and Reporting

2.2 2018 Annual Plan

2.3 2019-2021 Charter/Strategic Plan

The Principal tabled a copy of the draft Charter and Strategic Plan.

The Principal advised SLT lead Vision groups following the recent School and Hostel Planning day.

All staff were given the opportunity to participate and have input in one of the vision groups and although there will still be some adjustments/amendments before a final is completed he believes the document is outstanding.

2.4 2019 Board of Trustees Succession Planning/Election

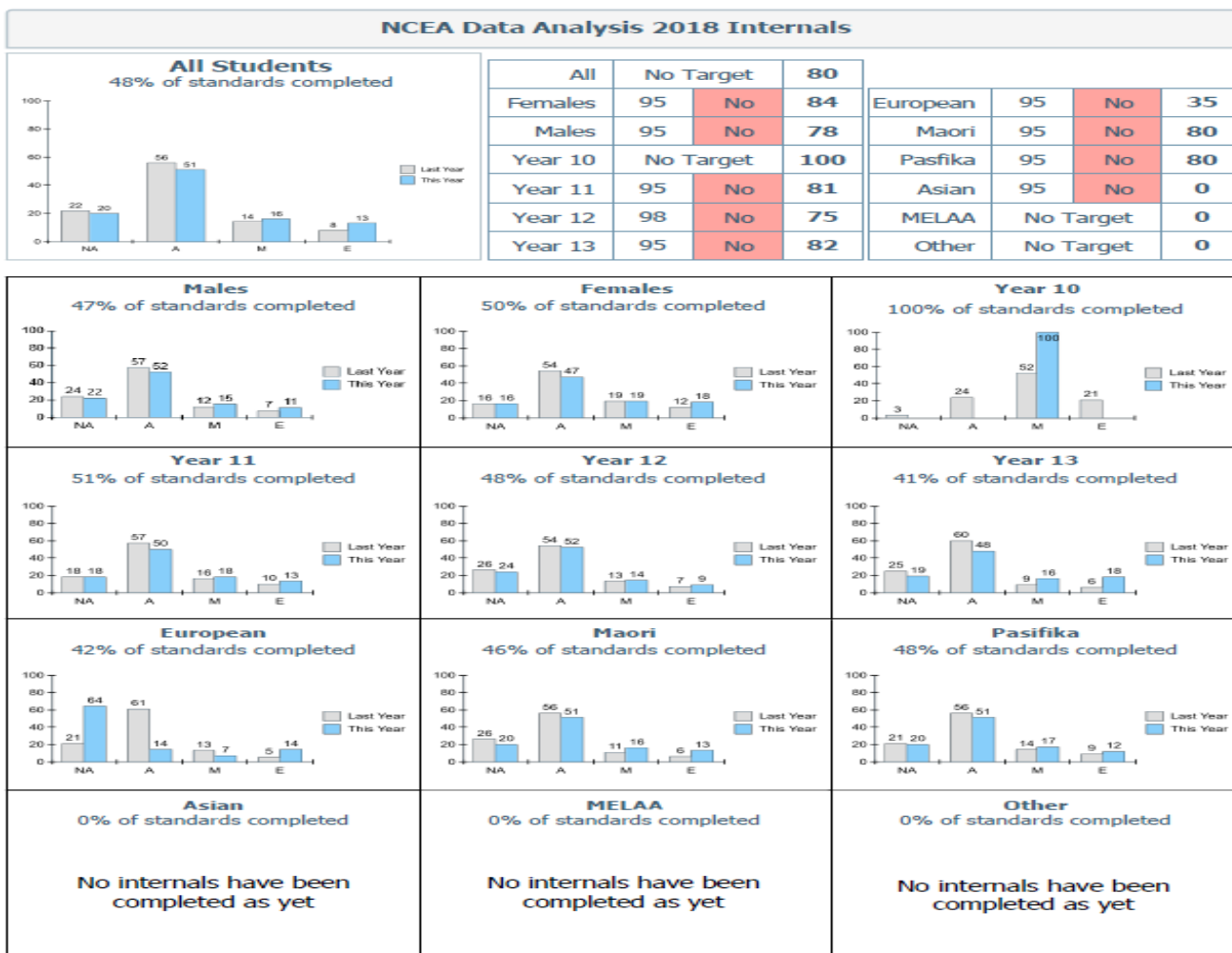
3.0 MONITORING

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

- **Receive the Principal’s Report**

Term 3 is drawing to and end after a very busy term.

The Principal reported on the below comparison of credits attained by senior students this year-to-date compared with last year. Results are tracking well at all levels. We are hoping to raise the levels of attainment for UE. Note that L1,2, and 3 will be lower as the new ‘on-roll’ measurement of student achievement means that any student who started the school year and left will be included in the results. Overall this is a fair way of measuring school success.



- **Sports Dinner**

The Principal advised that the Sports Excellence dinner was well attended and it was a very enjoyable evening. Guest speaker was past student, Sione Molia.

- **Stand-downs and Suspensions**

The Principal advised that there have been no stand-downs or suspensions since the last meeting of the board.

- **Attendance**

The Principal advised that he continues to focus on student attendance and it is starting to have some impact. The key challenge is to change the custom that exists with parents withdrawing students early at term end, returning late after holidays or failing to be back in the dorms by 5 pm Sunday. Overall attendance to date averaged approximately 91.5%.

1/1/2018 – 17/9//2018	
	Attendance Rate
Attendance rate for School	91.5
Attendance by gender	
Female	88.1
Male	92.3

- **School Roll 2019**

2019	Full Roll		Day		Boarding	
	Male	Female	Male	Female	Male	Female
Year 9	50	20	24	10	26	10
Year 10	65	24	25	7	40	17
Year 11	75	11	16	3	59	8
Year 12	49	17	14	9	35	8
Year 13	57	12	14	4	43	8
Sub Total	296	84	93	33	203	51
Total	380		126		254	

International 6
Domestic 374

Digital learning plan 2018-21- *Ready for learning, ready for the future*

Links to our strategic vision:

- Vision 1 - Working collaboratively working school wide
- Vision 2 - To provide the resources students and all staff for life-long learning
- Vision 3 - To develop and enhance confident, educated, adaptive learners with core skills who are equipped for the real world
- Vision 4 - Meaningful, relevant, effective teaching and learning

Digital learning at Wesley College aims to:

- Allow all learners should be able to use up-to-date digital platforms
- To prepare them for life in a digital world
- Enhance learning
- Connect to the wider world
- Promote digital literacy

Within their classes, students may use digital devices for the following:

Working school wide/core skills - Doing research on the internet, filming video, taking notes, working collaboratively online, reading online (ebooks, e-textbooks), downloading worksheets/ workbooks.

Meaningful, relevant - interviewing people outside the classroom via Skype, creating/choosing new ways to demonstrate knowledge, gathering new knowledge

Effective teaching and learning – Devising new ways to accelerate learning, higher achievement, teacher collaboration, TAI, feedback from students

Planning and timeline

Dimension	Expected outcome	Key actions	When
Learning and teaching	New ways of learning using digital technology will help WC reach its 5 visions	WC to learn new ways to learn using digital technology as a body of staff.	Ongoing
Staff professional learning	Digital technology will support staff to develop students who are collaborative, have life-long learning skills, confident, adaptable and are prepared for the future	PLD is connected. Digital technology enables new ways for staff to be able to learn how to meet the needs of students better. PLD opportunities are frequently created and are wide ranging.	Starting term 3, ongoing. The Wesl-E Level 1,2 3.
Leadership and strategy	Leadership sustains and innovates the growth of digital technology across the school to enhance learning	Leaders engage with the digital learning vision. They explore how digital learning can develop the strategic visions	Ongoing, modelling term 3 and 4 2018.
Technology and infrastructure	All staff and students have equitable access to reliable digital technology to meet all needs	Make digital technology available to all (BYOD) Ensure infrastructure enables technological needs	Term 3 and 4 2018. Ongoing
Community and stakeholders	WC to engage all stakeholders about the digital technology vision	Engage with stakeholders about the WC vision and how digital learning is incorporated.	Term 3 and 4 2018 + ongoing.

Update on action plan

Costings

Whanau may obtain a device as follows:

- Bring existing device (as long as the screen is 11 inches)
- Purchase a device anywhere (as long as the screen is 11 inches)
- Purchase a preferred device from cyclone (\$513.13 total / \$1.64/week with subsidy)

Calendar Year	Year level	No of students	BYOD cost to BoT and TB with 50% subsidy	Total cost to BoT + TB
2019	Year 9	70	\$17,990	Cost to subsidise yr 9 = \$17,990
	Year 10	90	\$23,090,85	Cost to subsidise yr 9 + 10 = \$41,080
	Year 11	86	\$22,102	<u>Cost to subsidise yr 9+10+11 = \$63,182</u>
	Year 12	65	\$16,705	Cost to subsidise yr 9+10+11+12 = \$79,887
	Year 13	70	\$17,990	Cost to subsidise all years = \$97,887
2020	Year 9	70	\$17,990	\$17,990
2021	Year 9	70	\$17,990	\$17,990
2022	Year 9	70	\$17,990	\$17,990

It was **AGREED** to reaffirm the introduction of BYOD in 2019 for Y9-11. **MCGEORGE/JOHANSSON**
AGREED

It was **AGREED** that the Board subsidise \$63,182.00 of the purchase of devices in 2019 for Y9-11.
MCGEORGE/JOHANSSON
AGREED

Mrs Chainey, Mr Sheppard and Mrs Smythe left the meeting at 6pm

MEETING ADJOURNED FOR DINNER 6pm
MEETING RECOMMENCED AT 6.30pm

- **Receive the Sept 1 S3 MOE Return and Wesley College Summary**

It was **AGREED** to receive the September 1, S3 MOE Return and the Summary.
JOHANSSON/MCGEORGE
AGREED

3.2 NAG 2: Self-Review

Classroom observations of teachers by their line managers for appraisal, professional development and inquiry purposes continue. Each teacher is continuing to work on the inquiry into their practice.

Professional development 2018

Below is the list of staff professional development courses attended.

	DATE	STAFF MEMBER	PD COURSE ATTENDED	ANNUAL GOAL DIMENSION
JAN 30-APR 13 TERM 1	5 FEB	All staff	KAMAR Upskilling	2
	7	ET	External moderation visit to Marcellin C	1,2,3
		TU & TT	Suicide prevention workshop	4
	15	JR	SENCO workshop- ADHD/ADD	4
	16	RF	Link conference Auckland Uni	2,3
	21	CB/MS	NZQA PN Seminar	2,5
	22-23	TU	Alcohol and Drugs workshop	4
	2 MAR	CB	Teach First mentors meeting	3
	5	RF	Defence Force recruitment workshop	2
	6	RF	AUT Career Advisors Day	2,3

	15	JR	MOE- Learning Support Pathway workshop	3,5
	16	JR	First Aid course	1,4
	21	NV	Deans Workshop-Leadership Coaching	4
	21-22	CS	Media Studies workshop	2,3
	23-24	AL	Music Futures Workshop	2,3
	27	NB,DR	Day 1-Practical Classroom Management	2,3,4
		JP,DF	Teach First mentors meeting	3
	HOLIDAY BREAK			

	DATE	STAFF MEMBER	PD COURSE ATTENDED	ANNUAL GOAL DIMENSION
TERM 2 APR 30-JUL 6	11 MAY	SP / SD	Maths Focus workshop	3
	15	RO	ARB workshop	2,3
	16	VH	Kia Wana Te Ako	2,3
		All staff	RTLb: SAC	2,3
	18	VH	Maori Language workshop	2,3
	25	NB,DR,RA	Day 2-Practical Classroom Management	2,3,4
		RF	Learners licence course	2,3,4
		CP / AL	Kairangi (PB4L) workshop	4
		JR / TG	Supported learning workshop	2,3
	1 JUN	RW	Geography scholarship workshop	2,3
	5	All staff	Strategic planning & Vision workshop	1,2,3,4,5
	6	CW	DP workshop	2
	6-8	NV	Restorative practice 3 Day workshop	1,4
	13	NF/LA/DR/DP/AN	Education Perfect workshop	2,3
	14	MC	Level 3 NCEA Visual Arts workshop	2,3
	22	JR	SENCO Forum	3
	28	CP/RO/AL/JR	PB4L with Jenny Baker	4
	2 JUL	AN	Revised e-asTTle writing tool workshop	3
Holiday Break	9-12 Jul	SN, NV	SCICON	2,3
	16-17 Jul	RA,NF,DF,NB,DP, SP,DR	PPTA Pasifika Education Fono	3

	DATE	STAFF MEMBER	PD COURSE ATTENDED	ANNUAL GOAL DIMENSION
TERM 3 JUL 23-28 SEP	23 JUL	Teaching staff	School point	2,3,5
	25	AN	Writing book workshop	2,3
	26	JR	SENCO forum	3
	31	AN	Building competency in reading & writing	2,3
	6-7 AUG	NB	First Aid workshop	4
	7 AUG	CB	PN Seminar	2
	8 AUG	JR/CB	SENCO forum	2
	9 AUG	GS	BCITO Cluster meeting	2,3
	21 AUG	LM	Accessit library software training	2,5
	22	TU	Franklin counsellors cluster meeting	4
		JR	SENCO forum	2
	7 SEP	NV	BPW Chemistry	2,3
	Holiday Break			

3.3 NAG 3: Personnel

- **Resignation Ben Hancock, appointed DP Kaitaia College**

It was **AGREED** to receive with regret the resignation of Mr Ben Hancock. **JOHNSTON/JOHANSSON
AGREED**

The Board acknowledged Mr Hancock's many years of service as HOD Health and PE and, as a previous Staff Representative on the Board of Trustees. The Board wished Mr Hancock well as he takes up a new position with Kaitaia College.

- **Education Gazette Advert, HOD Health and PE.**

It was **AGREED** to receive a copy of the advert for the Health and PE position.

- **Principal's Appraisal**

Mr Johnston advised that Mr Leach has met with the Principal.

3.4 NAG 4: Property and Infrastructure

- **Hostel Council Minutes**

Mr Johansson advised that following the last meeting of the Board where concerns were raised about the condition of some classrooms that a report was received at the Hostel Council meeting reporting that work had been undertaken and completed to improve classroom conditions.

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

Mr McGeorge reported on the tabled Finance Report for the month end August 2018.

Mr McGeorge advised that the 2018 HOD curriculum budget spend closes in October.

Mr McGeorge also advised that the accounts are on track and that there is \$186,477 uncommitted funds available.

Principal's Credit Card

The Principal recorded his conflict of interest and abstained from comment.

It was **AGREED** to approve the Principal's Credit Card expenditure. **TAPUVAE PAPUNI/ SAHIB
AGREED**

It was **AGREED** to receive the report of Mr McGeorge.

- **Charity Applications: NZCT \$11,99500 – LED Scoreboard**

It was **AGREED** to reaffirm the above Charity Application. **TAPUVAE PAPUNI/ SAHIB
AGREED**

3.5 NAG 5: Health and Safety

- **OSH Committee Minutes**

It was **AGREED** to receive the OSH Committee Minutes dated 22 August 2018.

3.6 NAG 6: Administration and Compliance

- **Moderation**

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

- **Community / Māori and Pasifika Consultation**

After considering options to improve community consultation it was **AGREED** a date and time be scheduled for a combined consultation in Term 1 2019.

It was **AGREED** to ask the Principal to confirm a date and time at the October meeting of the Board. **BE**

- **Compliance Sub-Committee**

- **Policy: Personnel and Firearms**

It was **AGREED** to adopt the Personnel and Firearms Policies **TALA'IMANU/JOHANSSON**
AGREED

- **Procedures:**

It was **AGREED** to receive the Staff Complaints, Cross Cultural, Privacy, School Uniform, Sexual harassment, Student Discipline, Ultraviolet Radiation, Vulnerable Children's Act, Collection, Storage, Access and Disposal of Personal Information

- **175th Wesley College Anniversary**

Mr Johansson advised that WCOSA has established a working group.

The group would like consent from the Board to continue planning for the 175th.

It is likely the event will be held Labour weekend over approximately 3 days.

The Trust Board will underwrite accommodation, meals and the event.

Guests include dignitaries from NZ and Pasifika.

Expected media coverage promoting the oldest school in NZ.

It was **AGREED** to give consent in principle for the WCOSA working group to continue planning for the 175th Anniversary.

MCGEORGE/TAPUVAE PAPUNI
AGREED

4.0 ADMINISTRATION

4.1 Confirmation of Minutes, 26 July 2018

It was **AGREED** to confirm the minutes of the meeting held 26 July 2018, as a correct record.

JOHNSTON/TALA'IMANU
AGREED

4.2 Correspondence

DATE	OUTWARD	REGARDING
27.07	Mr Chris Johnston, General Secretary WCTB	Request to increase day student numbers
10.08	RSM Hayes Audit	Acceptance of Audit Fees 2018, 2019, 2020

DATE	INWARD	REGARDING	SUGGESTED ACTION
July	STAnews	Issue 284	Information
August	STAnews	Issue 285	Information
10.07	NZQA	Managing Special Assessment Conditions Review	Information
27.07	Aqualab	Results for Drinking Water	Information
30.08	Aqualab	Results for Drinking Water	Information

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

EVANS/JOHNSTON
AGREED

5.1 IDENTIFY AGENDA ITEMS FOR NEXT MEETING

- HODs: Mr Vince Hapi, Mr Eason and Miss Tufala
- 2019 Combined Community Consultation date

6.0 IN-COMMITTEE

It was **AGREED** at 7.08pm 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.

**JOHANSSON/TALA'IMANU
AGREED**

It was **AGREED** that the Board of Trustees return to open meeting at 7.14pm after discussing student discipline and staff matters.

**SAHIB/TALA'IMANU
AGREED**

GENERAL BUSINESS

- **Apology:** Mrs Tapuvae Papuni tabled her apology for the October meeting of the Board.

The meeting closed at 7.17pm with members sharing the Grace with each other.

Signed as a correct record this 25 October 2018

Norman Johnston
CHAIRPERSON