

1.0 ADMINISTRATION

1.1 PRESENT: Norman Johnston (in the Chair), David McGeorge, Jeff Johansson, Gillian Laird, Sepa Tala'imanu, Nashua Morrison, Sifa Pole, Joeli Bogitini, Jean Paul Eason (5:23pm), Rhys Gabriel (6:25pm), and Brian Evans

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

1.3 APOLOGIES: Dr Nasili Vaka'uta

1.4 IN-ATTENDANCE: Barbara Ngataki, Board Secretary

WELCOME

Mr Johnston welcomed Mrs Kilifi, HOD Life and Faith and Ms Vaike, HOD Science to the meeting of the Board.

ACKNOWLEDGEMENTS

- The Board acknowledged the passing of staff family members, Mrs P Nathan's husband, Mr Lesley Vainikolo's mother, Ms P Bienveiu's mother, Mrs L McKay's mother, Mr D Minhinnick's father.
- Rhys Gabrielle – Student Representative: The Board acknowledged the service of Miss Gabrielle in her role as the student representative and wished her well with her future studies.

MRS ELISA KILIFI – HOD LIFE AND FAITH

Mrs Kilifi reported on her tabled report.

About Life and Faith

- Life and Faith is Religious Education based mainly around the Methodist Church, John Wesley and the bible.
- Students are given the opportunity to learn outside of the Methodist Church through the teachings of Buddhism, Issues in society such as Child Poverty or Abortion, the Protestant Reformation and Atheism.
- We are a **University Approved** subject and many students have used this subject for entrance into University.
- Junior level- Both Year 9 and 10 students we see them once a week throughout the year, so we are lucky to have them for at least 30 periods giving about 4 weeks in total with them.
 - Year 11-13 :
 - Year 11- There is a rotation between Life and Faith, Transition and Financial therefore because of time I am only able to offer one standard.
 - Year 12 and 13 is a full year.

What do I teach?

Year 9:

- Year 9- History of Wesley College, John Wesley
- Bible scriptures, Kairangi values, Holy week , Writing a prayer.

Year 10:

- Holy club through John and Charles Wesley
- Women in the bible- Through this unit we are also preparing students for Year 11 in terms of writing S.E.X.Y essays on people, themes etc.
- So from Year 10, students are preparing for NCEA level 1

Year 11:

- The Methodist Church is very important to us, I teach them one standard that is solely based on the Methodist movement- which was the foundation of the Methodist Church

Year 12:

- We look In detail on a theme in one important story in the bible and the Methodist Church
- Buddhism vs Methodism
- Protestant Reformation- Origins of the Church of England - COE foundation of the Methodist Church

Year 13:

- Analyse the Methodist Church of NZ in detail
- Analyse a social issue (Child Poverty) and the Methodist response to it.
- Atheism - Metaphysical Naturalism vs Methodism.

Data and progress between 2017-2018:

Year 11:

AS90817- Describe a significant development within a religious tradition.

Success: Increase in overall passrate from 2017-2018 at Year 11.

- Decrease on students 'Not Achieving ' the standard by 11.5%-Major improvement
- Increase in pass rate by 5% for students who passed the standard with an Achieve
- Increase by 9.7% for students who achieved at a Merit level
- On the other hand, a decrease of 2.9% at an Excellence level for this standard

Changes this year have I implemented to improve pass rates at Excellence level:

- To teach words/sentences that can assist students at an Excellence level, thus students will be able to meet the criteria and pass with an Excellence. (As discussed in the HOD meeting)
- Informing students how each lesson can link them to an Achieve, Merit or Excellence.

Year 12:

- Year 12 Life and Faith this year is a full year course.

Only one standard covered for Year 12s 2017-2018: AS91724: Explain a significant theme from a sacred text in the Methodist church.

- Increase of 0.7% of students who passed AS91724 at an Achieved level.
- Increase of 3.3% of students who passed AS91724 at a Merit level.
- Decrease of 20.1% of students who passed AS91724 at Excellence level.

Year 13: Full year course 2017-2018

I. What stands out from data

The analysis of data for all standards are as followed:

○ **AS90825:**

- a. Increase at an Excellence level by 20.4%
- b. Slight increase of students who did 'Not Achieve' the standard by 0.4%
- c. Slight decrease of students at Achieve and Merit level of the assessment.

○ **AS90826:**

- a. Increase (Not Achieve) by 12.4%.

- b. Increase of students who achieved the standard by 19.3%
 - c. Decrease in pass rate at Achieve 17.8% and Merit level by 13.8%.
- **AS90827**
 - a. Increase (Not Achieve by 4.9%)
 - b. Increase at Achieve by 5.5% and Merit level by 1.6%.
 - c. Decrease by 12.0% at Excellence level as no one achieved the standard at an Excellence level this year
 - **AS91725**
 - a. 80% of students did not pass.
 - b. Only 20% of students achieved this standard at an Achieve level.
Note: This standard was a choice that only five students were given the opportunity to do. It was offered at the end of the year , so at this point many students were concentrating on their other subjects as they had already achieved U.E from the 3 previous standards provided.

Changes at Level 3 2019:

- To remove AS91725

Where to next?

- Improving Merit and Excellence endorsements at Year 12 and 13 for next year.
- Connecting our classes with the outside community.
- 2 years from now- Life and Faith trip to England to see for ourselves the historical journey of the origins of the Methodist Church.
- To offer scholarship papers in 2021.

What do we need?

- New furniture (Tables, chairs, curtains etc).
- If possible- new carpet and a repaint of the classroom.

Ms Laird enquired what ‘scholarship 2021’ meant.

Mrs Kilifi advised papers will be introduced in 2020 and she will be offering it to students in 2021. Scholarship is a level higher than NCEA.

Ms Laird enquired what interest does students have in vocational education.

Mrs Kilifi advised that interest is varied however she is trying to guide students by providing a diverse programme of information and research.

Ms Laird advised that Dr. Nasili Vaka’uta as the Principal of Trinity College is very interested in providing vocational support and guidance to Wesley College students. Ms Laird will provide Mrs Kilifi with Dr. Vaka’uta’s contact details. **GL**

The Principal enquired if having juniors once a week was enough teaching time.

Mrs Kilifi advised that she would like to have juniors more but there are timetable constraints. Mrs Kilifi was pleased that all students had the opportunity to attend Life and Faith through the year.

Ms Laird enquired if there were barriers to learning.

Mrs Kilifi advised that most students do not come from religious backgrounds therefore everything is new. There is a lot of teaching the basics from the Bible.

Mrs Morrisson advised that in her time religious instruction was about the relevance of it to yourself and your relationship with your God. There were many opportunities to do this in different settings ie community and camp opportunities.

Mrs Kilifi advised that the daily Chapel Service support students however she has been looking for opportunities where students could be involved in community activities. Mrs Kilifi was also considering Auckland Methodist Youth.

Mr Johansson advised that an old student holds a soup kitchen every Friday through winter on Dawson Rd, Otara. Mr Johansson will provide details. **JJ**

Mr McGeorge advised that the Methodist Church has facilities available at Morley and Epworth which could be utilised for Bible weekends/camps.

Mr Johnston advised that there is Methodist Mission Northern – Life Wise who provide for the homeless.

Mr McGeorge advised that the Methodist Church in Papakura also provide a Friendship Café.

Ms Laird advised that there is a Methodism in Aotearoa paper, which may be useful to Life and Faith.

Mr Johansson advised that with the 175th anniversary approaching that it would be good to have student work displayed during the event.

Mrs Kilifi advised that she would be happy to provide student work to display.

The Board thanked Mrs Kilifi for her report.

Mrs Kilifi left the meeting at 5:32pm

MS NGATIA VAIKE – HOD SCIENCE

Ms Vaike gave a brief background to the Science department.

Recap 2018 results summary

Juniors

- Re-evaluating of the Junior Science Course – including more work on investigative skills
- First year Y10 Science was given a Level 1 Science internal assessment
 - **The outcome:** wasn't as successful for all students
 - **Reasons:** maturity, and not understanding the benefits of having a few credits under their belt to start off the Y11 year
 - **This year:** Throughout the Y10 course more investigative work is incorporated into the course in preparation for an actual Level 1 internal

Seniors

- Goal still remains for endorsements – only 1 endorsement was gained in L3 biology
 - **Solution:** Focusing on the quality of credits gained by teaching how to write using the school wide S.E.X.Y Writing frame.
 - Exam skills being taught in class and also the purchasing of AME Workbooks
- Results indicate there is no correlation with achievement gained in Internals and Externals
 - **Solution:** Encouraging Y11 Science student attendance to Science tutorials (Days offered Mon, Wed, Thurs)
Specialist subject teachers offer their own tutorials as arranged within their class

Teaching and Learning Tools

- Use of eLearning teaching tool Education Perfect – still a popular tool for students of all year levels
- Using Education Perfect for the purpose of an assessment tool is also in progress, currently used in some of the junior classes with the potential to use for Seniors

Outside of the Department News

- 2018 – 2 students attended the Otago University Hands on Otago
- 2019
 - 2 students (Keenan Rush and Seruwaia Matairavula) successfully have made it to the Otago University Science Academy
 - Calais McSheffrey (would be Y13 this year) accepted into Victoria University, initially majored in Chemistry and gained an A- in her last Chemistry exam.

Ms Vaike advised that after school and lunchtime tutorials have been very effective in supporting students. Mr Wood runs a Monday tutorial, Mr Siliyasau and Ms Vaike a Wednesday tutorial, Ms Vaike a Thursday tutorial and if students request Ms Vaike also provides a tutorial on a Friday afternoon.

Mr Johnston enquired if BYOD is helping.

Ms Vaike advised that it does if all students have a device. COWs are available but are heavily in use and often booked out by other staff members.

Mr Pole enquired if the department would be interested in the Wonder Project an Engineering NZ hands on initiative for schools where students can connect career opportunities in Science, Technology, Engineering and Mathematics. Mr Pole advised that he is also available to make a presentation to students.

Mr Pole also agreed that there is a specific way of academic writing that students have to learn in order to achieve.

Ms Vaike advised that she would be happy to receive information about the Wonder Project and any assistance Mr Pole could provide.

Mr Pole will provide contact details to Ms Vaike.

SP

Mr Johnston advised that Rotary would continue to support students attending the Otago University programme.

Ms Laird enquired if there was any interest in the medical profession.

Ms Vaike advised there is a student, who could enter the medical profession and she has been encouraging him to consider it as an option. In order to do this he must take up Health Science 1st.

Ms Laird advised that there are scholarships available to assist students. Ms Laird provide details to Ms Vaike.

GL

Mr Johansson enquired if Prep was useful supporting the tutorials run by Ms Vaike.

The Principal advised that Prep is under review.

Mr Eason advised that Ms Vaike also holds the added role of Year 13 Dean. Ms Vaike does a tremendous job supporting and monitoring students with achievement, attendance and pastoral matters.

The Board thanked Ms Vaike for her report.

Ms Vaike left the meeting at 5:56pm

MEETING ADJOURNED FOR DINNER 5:56pm

MEETING RECOMMENCED AT 6.25pm

HOD Reports continued

Mr Johansson enquired if this was the time to discuss the furniture request for Life and Faith.

Mr McGeorge advised that there is a classroom furniture replacement schedule in place and classrooms have been getting updated. Mr McGeorge understands that Life and Faith is next on the schedule.

Mr Johansson advised that it would be good to let Mrs Kilifi know that her room was next.

Mr Eason advised that it would be good if the schedule could be shared with all staff members as it may stop some of the angst of not knowing when your next.

Mr McGeorge will ask Mrs Bellette to share the schedule information with staff members.

The Board acknowledged the reports of the two HODs.

The Principal advised that it is good when HODs come to the meetings as they are at the coalface of the school.

2.0 STRATEGIC DECISIONS/DISCUSSIONS

- **Board Email Addresses / Wesley Addresses**

Mrs Morrison advised that email addresses was an item raised at an NZSTA professional development. NZSTA raised concern that if a private email address is used for business purposes and there was an investigation the personal email address could come into discretion.

Mrs Ngataki advised that Board email addresses are not shared with the public. Any Board queries received from the public are referred to the Chairperson and any information shared with the Board is emailed via the Secretary. However, is only and easy process to setup if the Board wished to have school email addresses.

Following discussions, it was **AGREED** to stay with the same status of personal email addresses.

Mrs Ngataki advised that if it ever became a concern to let her know and she would organise school email addresses.

- **Board Agenda / Website**

Mrs Morrison advised that the Board agenda was also an item raised at an NZSTA professional development. NZSTA recommend that the agenda be placed on the website prior to a meeting.

Mrs Ngataki advised that this is new and she has not come across a school who does put their agenda on the website however, it is only an easy process to do.

Following discussions it was **AGREED** that the Board agenda be placed on the website prior to each meeting.

**MORRISON/JOHANSSON
AGREED**

3.0 MONITORING

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

- **Receive the Principal's Report**

General Comment

The Principal advised that term three is progressing smoothly. Key priority in this term is NCEA, completion of assessments and preparation for internal practice exams. Results are tracking well at all levels. The school roll for 2020 is almost full. Most winter sports are drawing to a close. The 3rd XV rugby team played and won the final of the Counties Manukau 1st XV competition and the U14s Black are in the Semi finals.

NAG 1: Student learning, engagement, progress and achievement

School Roll

| 2019 | Full Roll | | Day | | Boarding | |
|-----------|-----------|--------|------|--------|----------|--------|
| | Male | Female | Male | Female | Male | Female |
| Year 9 | 64 | 22 | 26 | 11 | 38 | 11 |
| Year 10 | 54 | 22 | 22 | 7 | 32 | 15 |
| Year 11 | 54 | 11 | 14 | 3 | 40 | 8 |
| Year 12 | 40 | 15 | 10 | 7 | 30 | 8 |
| Year 13 | 50 | 11 | 11 | 4 | 39 | 7 |
| Sub Total | 262 | 81 | 83 | 32 | 179 | 49 |
| Total | 343 | | 115 | | 228 | |

International 5
Domestic 338

Stand-down and Suspensions

| Stand-down Days | Gender | Year | Ethnicity | Day Boarder | Grounds | Start Date |
|-----------------|--------|------|-----------|-------------|--|------------|
| 2 | Male | 10 | Maori | D | (1) Gross misconduct (s14(1)(a) of the Education Act 1989) | 2/08/2019 |
| 2 | Male | 10 | Samoan | B | (1) Gross misconduct (s14(1)(a) of the Education Act 1989) | 2/08/2019 |

Reading Plus

We are working with an online reading programme known as Reading Plus. This is an initiative to increase reading mileage, speed, comprehension and vocabulary. The students use Reading Plus in different subject areas, completing online reading tasks targeted at their reading level and topics of personal interest, receiving instant feedback. The early signs are that engagement has increased and students are enjoying the programme and motivated to read. It looks to be very successful to date and compliments the current REP programme by reaching a wider audience.

3.2 NAG 2: Self-Review

The Principal advised that classroom observations of teachers by their line managers for appraisal, professional development and inquiry purposes are in progress. Each teacher is continuing to work on the inquiry into their practice.

3.3 NAG 3: Personnel

It was **AGREED** at 6:37pm 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.

**EVANS/JOHANSSON
AGREED**

It was **AGREED** that the Board of Trustees return to open meeting at 6:43pm after discussing staffing matters.

JOHANSSON/TALA'IMANU

AGREED

3.4 NAG 4: Property and Infrastructure

The Principal advised that construction work repairing the dining room is progressing at a reasonable pace.

- **Hostel Council Minutes**

Mr Johansson advised that Hostel Council has not met since the last meeting of the Board.

The next meeting is in September.

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

Mr McGeorge reported on the tabled Finance report

10 Year Maintenance Plan

Mr McGeorge advised that the Director of Business has been getting quotes to do a 10 year maintenance plan for the College, the Board will need to contribute to the cost.

Accounts

Mr McGeorge tabled the July reports with a deficit of \$34,986, \$17,427 for the same period 2018. The budget is very tight this year.

It was **AGREED** to approve payments totalling \$93,050.52.

MCGEORGE/POLE

AGREED

Principal's Credit Card

The Principal declared his conflict of interest and abstained from discussions.

The Principals credit card expenditure was checked and approved.

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

Charity Applications

There have been no applications made since the last meeting of the Board.

Miss Gabriel left the meeting at 6:51pm

3.5 NAG 5: Health and Safety- See Principal's Report

- **OSH Committee Minutes**

It was **AGREED** to receive the minutes of the OSH Committee

3.6 NAG 6: Administration and Compliance

Mrs Ngataki reminded the Board that the combined community and Māori consultation is scheduled for 26 September at 12pm, Māori in the Runanga and Community in the Chapel.

Mrs Ngataki also advised that she will be advertising the consultation from next week, discussion topics to include Polyfest, establishing a PTA, Career Pathways, NCEA and UE Results.

Mrs Morrison and Ms Laird will attend the Maori consultation and Mr Johansson the community consultation.

The Principal will be available and will ask the DPs to attend and support.

- **Compliance Sub-Committee**

There were no compliance matters for this meeting of the Board.

4.0 ADMINISTRATION

4.1 Approve Minutes, 25 July 2019

It was **AGREED** to confirm the minutes of the meeting held 25 July 2019, as a correct record.

**EASON/TALA'IMANU
AGREED**

4.2 Correspondence

| DATE | OUTWARD | REGARDING |
|-------|--|---------------------------|
| 26.07 | Mr Colin Telford, Chair Hostel Council | Advice of Representatives |
| 26.07 | Mr and Mrs William Nathan | Greeting |

| DATE | INWARD | REGARDING | SUGGESTED ACTION |
|-------|----------------|-----------------------|------------------|
| 26.07 | Aqualab | Drinking Fountain | Information |
| 09.08 | U16 Rugby Team | Overseas Trip Request | Approve/Decline |

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

**EVANS/JOHNSTON
AGREED**

Matters Arising: There were no matters arising

5.0 Identify agenda items for next meeting

- HODs: Mr Rob Short - Health and PE, Mr Siosua Pole – Mathematics

GENERAL BUSINESS

175th Update:

Mr Johansson advised that:

- the website is up and running and online registrations are now available.
- he has provided a guest list to the Principal and will also email the list to Dr. Vaka'uta and Ms Laird. **JJ**
- there are 38 special guests for the Board of Trustees where WCOSA is seeking the Board pay the cost @ \$110 per person \$4180.

It was **AGREED** to approve the cost of \$4180.00 for special guests attending the 175th dinner.

**MCGEORGE/TALA'IMANU
AGREED**

- WCOSA is seeking assistance with the delivery of paper copy registrations. Mrs Ngataki to assist.
- there will be special presentations to a couple of long serving old students during the event.
- the organisation is going well
- Chris Bean is the school liaison person for the event

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.

**JOHNSTON/VAKA'UTA
AGREED**

It was **AGREED** that the Board of Trustees return to open meeting at 7:56pm after discussing student discipline and staff matters.

JOHNSTON/POLE
AGREED

The meeting closed at 7:57pm with members sharing the Grace with each other.

Signed as a correct record this 26th September 2019

Norman Johnston
CHAIRPERSON