

1.0 ADMINISTRATION

1.1 PRESENT: Norman Johnston (in the Chair), Jeff Johansson, Gillian Laird (2.19pm), Sifa Pole Joeli Bogitini, Jean Paul Eason and Brian Evans

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

1.3 APOLOGIES: Dr Nasili Vaka'uta, David McGeorge, Patisepa Tala'imanu, Viliami Ngaluafe and Nashua Morrison

1.4 IN-ATTENDANCE: Barbara Ngataki, Board Secretary

WELCOME

Mr Johnston welcomed Mr Pole, HOD Mathematics and Mr Short HOD Health and PE to the meeting

ACKNOWLEDGEMENTS: There were no acknowledgements

MR ROB SHORT HOD HEALTH AND PE

2018 Reflection

1. Another year of consistent moderation results from NZQA
2. Senior HPE Review

Year 11 PE

- High enrolment in Level 1 PE course. 43% of the Year 11 cohort.
- Average credits obtained per student = 14
- 65% of students obtained 14+ credits (did not meet dept goal of 80%)
- Subject Endorsement. 15% Merit endorsement (4/26)
- Subject Endorsement. 4% Excellence endorsement (1/26)

Year 12 PE

- High enrolment in Level 2 PE course. 54% of the Year 12 cohort.
- Average credits obtained per student = 12.2
- 54% of students obtained 14+ credits (did not meet dept goal of 80%)
- Subject Endorsement. 10% Merit endorsement (4/40)
- Subject Endorsement. 4% Excellence endorsement (1/40)

Mr Johnston enquired what was in place to support students who may be struggling.

Mr Short advised a tailored Year 12 programme with an opportunity for resubmission and reassessment.

Mr Johnston enquired if the department had all the data it requires to monitor student progress.

Mr Short advised that 3 out of 4 students select Health and PE as a subject. At the recent practice exams there was 100% submission, 60% attempted at their best, 40% require further support.

Year 13 PE

- High enrolment in Level 3 PE course. 33% of the Year 13 cohort.
- Average credits obtained per student = 12
- 72% of students obtained 14+ credits (did not meet dept goal of 80%)
- Subject Endorsement. 5% Merit endorsement (1/18)

Year 12 & 13 Sport Leadership (Non-Approved UE)

- Year 12 - Average credits per student = 10
- Year 12 - 33% of students obtained 14+ credits
- Year 13 - Average credits per student = 17
- Year 14 - 69% of students obtained 14+ credits

3. Junior Health and PE Review

Year 9

- On average high levels of achievement in Year 9 core HPE.
- Low levels of achievement at Merit and Excellence in Year 9.
NA 16% A 62% M 18% E 4%

Year 10

- On average high levels of achievement within Year 10 core HPE.
- Low levels of achievement at Merit and Excellence in Year 10.
NA 10% A 62% M 24% E 4%
- NCEA Level 1 Standard 90962 (5 credits) implemented across entire Year 10 Cohort.
NA 42% A 50% M 8% E 0%

2019 Progress Update

1. Four full-time Health and PE teachers employed. Timetabling has finally allowed the department to have our staff teaching in their specialist subject area, rather than being spread into other departments/subject areas.
2. Introduction of a new subject, Senior Health in 2019. Level 1, 2 and 3 NCEA Health course up and running with positive student enrolment in the course, and achievement to date looks promising.
Level 1 Health: 10 students
Level 2 Health: 12 students
Level 3 Health: 16 students
3. Senior PE, Health and Sport Leadership courses offered have proven very popular with students at Wesley College, as the following enrolment statistics portray.
Enrolled in either a, Senior PE, Health or Sports Leadership course:
Level 1 = 78% of cohort
Level 2 = 75% of cohort
Level 3 = 75% of cohort
4. Redevelopment and implementation of new Junior Health and PE curriculum. The department chose to redevelop the Junior HPE curriculum to focus on the essential skills and concepts students require to succeed in Level 1, 2 and 3 Health and/or PE. More content knowledge and analysis in the classroom has taken away some practical time for students, which is something we would like to mend, by getting junior classes to 4 periods of timetabled HPE. This would be great if we could implement this by 2020 or 2021.
5. Senior achievement is tracking to be more positive throughout the subjects, with the only concern being the Year 12 PE and Health achievement to date. Endorsements are tracking close to be at, if not higher than the department goals for the year. We will wait and see how the remainder of the year goes.

Mr Pole enquired if current facilities and equipment were up to standard.

Mr Short advised that Mrs Bellette has budgeted for a facilities update. Painting of the rec centre and carpet has been needed for a number of years.

The weights room will require updating as it is currently not fit for purpose (teaching and learning + extracurricular training environment). We will look into charity grants to fund this project.

The Squash courts are also being utilised.

Mr Short also advised there is a lot of damage done after hours. Mr Short is working with the Director of Boarding toward a plan to ensure better supervision after hours.

Mr Johansson enquired how the department is coping with the increase of female students.

Mr Short advised the relationships and sex education units have its challenges but the department is adapting. The department utilises other female teaching staff, outside providers and the Health Clinic to support the programme.

Mr Johansson noted the excellent results of the Girls Rugby team and enquired how the Rugby programme fits in with the department.

Mr Short advised that the Director of Rugby is shaping the programme and the department is working closely with him to implement a Wesley College Rugby Academy from 2020 within years 9 and 10. The plan at this stage is to implement 1 or 2 periods a week within the timetable.

Mr Short advised that now there is no full time cleaner the cleanliness of the facilities are a concern; heating and ventilation in the Rec is also a problem as it can get very cold some days.

Mr Johnston thanked Mr Short for his report.

MR SIOSIUA POLE, HOD MATHEMATICS

Junior School (Years 9 and 10)

At the end of the 2-yearly cycle (Year 9 and 10), students will move up at least 3 sub-levels.

Comments on Year 9

Numeracy: At the beginning of the year, the school has found that most of Yr 9 students were working at well below average level. Only 15.3% students were at 4P and above and the vast majority of 72.9% students were at 3A or below at the start of the year.

However, it is pleasing to see that at the end of the year the results had improved from 15.3% to 43.2% for the students who achieved at 4P or above levels. The improvement at the lower levels (3A and below) has shown some drop from 72.9% to 46.9%. Further, it is great to see that a small group of students had improved to higher levels (5P and above) from 1.2 % to 6.2%.

Comments on Year 10

Numeracy: At the beginning of the year only 11.9% students were at 4A and above and the vast majority of students of 84.1% were at 4B or below levels. Apparently these students were working at well below average level for the last few years.

However, it is pleasing to see that at the end of the year the results have improved from 11.9% to 54.9% for the students who achieved at 4A or above levels. The improvement at the lower levels (4B and below) has also shown reasonable drop from 84.1% to 33.8%. Further it is great to see that a small group of students had improved to higher levels (5P and above) from 3.6% to 22.7%.

Comments on Year 11

Our results are

'Not Achieved'

2.4% below the National Statistics for 'Not Achieved'

10% below the National statistics for Decile 2 schools

Achieved:

6.9% above the National Statistics

1.3% above the Decile 2 schools

Merit:

4.3% below the National Statistics

2.8% above the Decile 2 schools

Excellence:

0.3 below the National Statistics

4% above the Decile 2 schools.

As seen from the results, our female students perform better than their male counterparts by a small margin. Maori students perform better than Pasifika students.

Comments on Year 12

Our results are:

'Not Achieved'	'Achieved'
6.2% above the National Statistics	3.3% below the National Statistics
5.8% below the Decile 2 statistics	5.3% below the Decile 2 schools.
'Merit'	Excellence
0.4% below the National Statistics	2.4% below the National Statistics
6.2% above the Decile 2 schools	5% above the Decile 2 schools

The above results are favourable for the 'Achieved' results and also the success in the "Not Achieved numbers" but there is still room for improvement. However, we need to try and increase the number of merits and excellences further and there's a slight improvement from the year before. Again, teachers need to look at what strategies and ways in which this can happen. Inquiry teaching can help by investigating ways in which we can improve our teaching and pedagogy. Another positive is the Merit and Excellence percentages as it is both above of the Decile 2 schools. Another pleasing factor is the success rate of the new standards being introduced into the new programme.

Comments on Year 13 Calculus

Our results are:

'Not Achieved'	'Achieved'
13.3% above the National Statistics	11.9% below the National Statistics
1.1% above the Decile 2 schools	14.3% below Decile 2 schools
'Merit'	'Excellence'
7.2% above the National Statistics	8.7% below the National Statistics
14.3% above Decile 2 schools	1.2% below Decile 2 schools

Mr Pole advised that results are not where he would like it to be however there is slight progress with the improved figures for the Merit and Excellence parts especially the Merits percentages being above the National Statistics and Decile 2 Schools. Our percentages for people not achieving is dropping from the previous years which is a positive sign and this needs to keep dropping so that we can raise the percentage pass rate more for achieved level and gain some merits and excellences.

The boys have done slightly better than the girls and the overall credits per student has increased significantly from 4.1 the year before.

Comments on Year 13 Statistics

Our results are:

'Not Achieved'	'Achieved'
8.8% above the National Statistics	11.3% above the National Statistics
0.5% above the Decile 2 schools	3.3% above the Decile 2 schools
'Merit'	'Excellence'
9.8% below the National statistics	10.3% below the National statistics
1.6% below the Decile 2 schools.	2.3% below the Decile 2 schools.

We can conclude that the "Not Achieved area" and "Achieved" is where progress is being made in comparison to the other areas however, the Merit and Excellence figures were still below both of the National and Decile 2 schools.

A positive is the one student that attained a Merit Endorsement which matched last year's result.

Other items of interest regarding the department:

- The Junior programme has been modified and streamlined more in alignment to curriculum Levels 2 to 5. We introduced Trigonometry into the Year 10 programme the last two years to get junior students familiar with it moving forward to the Senior School and we are looking to continue that this year. Small formative tests have become more common in classes with some classes doing tests every fortnight and some on a three weekly cycle using MathsBuddy this year instead of Education Perfect from last year. This has been a positive as teachers can make better informed decisions on their students learning.
- All Junior Teachers have also been issued a copy of a Homework Workbook to set homework to create consistency, same as last year. Also, a number of literacy activities (Word Problem worksheets) have been provided to the Director of Boarding and Prep Supervisors for students to do during prep.
- The department will need to relook at this for 2019 and how best to manage these CAT's. Do we need the CAT's? Does it give us the information needed to improve students learning? Is it better to do short formative tests to get a better profile of how your students are doing and progressing?
- We have gone back to MathsBuddy this year as our Junior Maths Teachers found that Education Perfect wasn't catering to our student's needs.
- A real positive from 2018 was the 20 Year 10 students that managed to attain 3 NCEA Level 1 Numeracy credits towards 2019.
- “Ultimately, whose responsibility is it to monitor students in this position? The form teacher? The Dean? The HOD?”
- In 2018, there was better tracking and monitoring of Level 1,2 and 3. Senior Deans regularly displayed the student's latest credits tally during Year Level Meetings. Teachers could then attend to students who needed a few more credits to attain numeracy more urgently rather than wait for the end of the year, which was the case for previous years.
- Some positive improvements in the Statistics class but again Calculus remained an issue. Some questions to be asked. Do we need to market Year 13 maths better and make it more attractive? How do we increase these numbers? Why are students not choosing maths at Year 13?
- Another important adjustment we have made is adding another internal assessment into the Calculus programme so students should have more credits before the External assessment are sat.
- Another suggestion to make is offer Maths right throughout to the Senior School with Year 13 taking up another Maths Class (all internally assessed assessments)

Mr Pole advised the department has part-time teachers Mr Short, Mr Siliasau, Dr Das and Mr Singh all of whom teach other timetabled subjects during the day Mr Pole is currently the only fulltime Mathematics teacher. Mr Pole advised it would be helpful to have another fulltime Mathematics teacher in the department.

Mr Johnston noted Mr Pole's comment “Ultimately, whose responsibility is it to monitor students in this position? The form teacher? The Dean? The HOD?” and enquired who does monitor students.

Mr Pole advised that Form teachers, Deans, Subject teachers and HoDs monitor and track students. Mr Wood, the Assistant Principal also provides regular Senior School Achievement data which tracks and monitors student progress.

Mr Short also advised with the Academic Mentoring programme in place, form teachers regularly discuss with students how they can achieve their goals.

Mr Pole advised that a high number of students enter Wesley College below curriculum levels. It would be useful to have prospective Year 9 students sit an entry test asTTle/ Wesley test on interview.

Mr Johnston enquired how BYOD was going in the department.

Mr Pole advised that 80% of Year 9 students had BYOD, Year 10 a little less and Year 11 not so much. Mr Pole is not sure what the barriers were why families have not been able to purchase a device.

Mr Johnston advised that the Board might have to consider further options for families as cost was not meant to be a barrier to students purchasing a device.

The Principal advised that hardship cases could be considered.

Mr Johansson enquired how Mathematics is being provided as a Careers and Pathways opportunity.

Mr Pole advised that Mrs Fatialofa, Careers and Transition is doing a great job, Mrs Fatialofa has held very successful Careers Expos' where a high number of providers have attended.

The Board thanked Mr Short and Mr Pole for their reports.

Mr Short and Mr Pole left the meeting at 2.45pm

2.0 STRATEGIC DECISIONS/DISCUSSIONS: No items for discussion

3.0 MONITORING

IN-COMMITTEE

It was **AGREED** at 2.52pm 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/JOHANSSON
AGREED**

It was **AGREED** that the Board of Trustees return to open meeting at 3.03pm after discussing staffing matters.

**JOHNSTON/POLE
AGREED**

- **General comments**

The Principal advised that term 3 is drawing to and end after a very busy period.

The 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 again raise the levels of attainment for UE. Note that as in 2018, L1,2, and 3 can be lower as the '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. (Current internal NCEA update is attached).

NAG 1. Student learning, engagement, progress and achievement

- **Stand-downs and Suspensions**

1 stand-down
No suspensions

- Attendance – trends over time

Data	2015					2023			
Year 09	88.5	90	86.8	87.1	88.7				
Year 10	85	84.6	88.2	85.2	85.7				
Year 11	78.8	78.2	79.7	79.4	85.6				
Year 12	77.1	75	78.2	77.7	85				
Year 13	76	70.4	79.4	74.2	84.8				

Current School Roll 2019

2019	Full Roll		Day		Boarding	
	Male	Female	Male	Female	Male	Female
Year 9	64	22	26	11	38	11
Year 10	52	22	20	7	32	15
Year 11	53	11	14	3	39	8
Year 12	40	15	10	7	30	8
Year 13	50	10	11	3	39	7
Sub Total	259	80	81	31	178	49
Total	339		112		227	

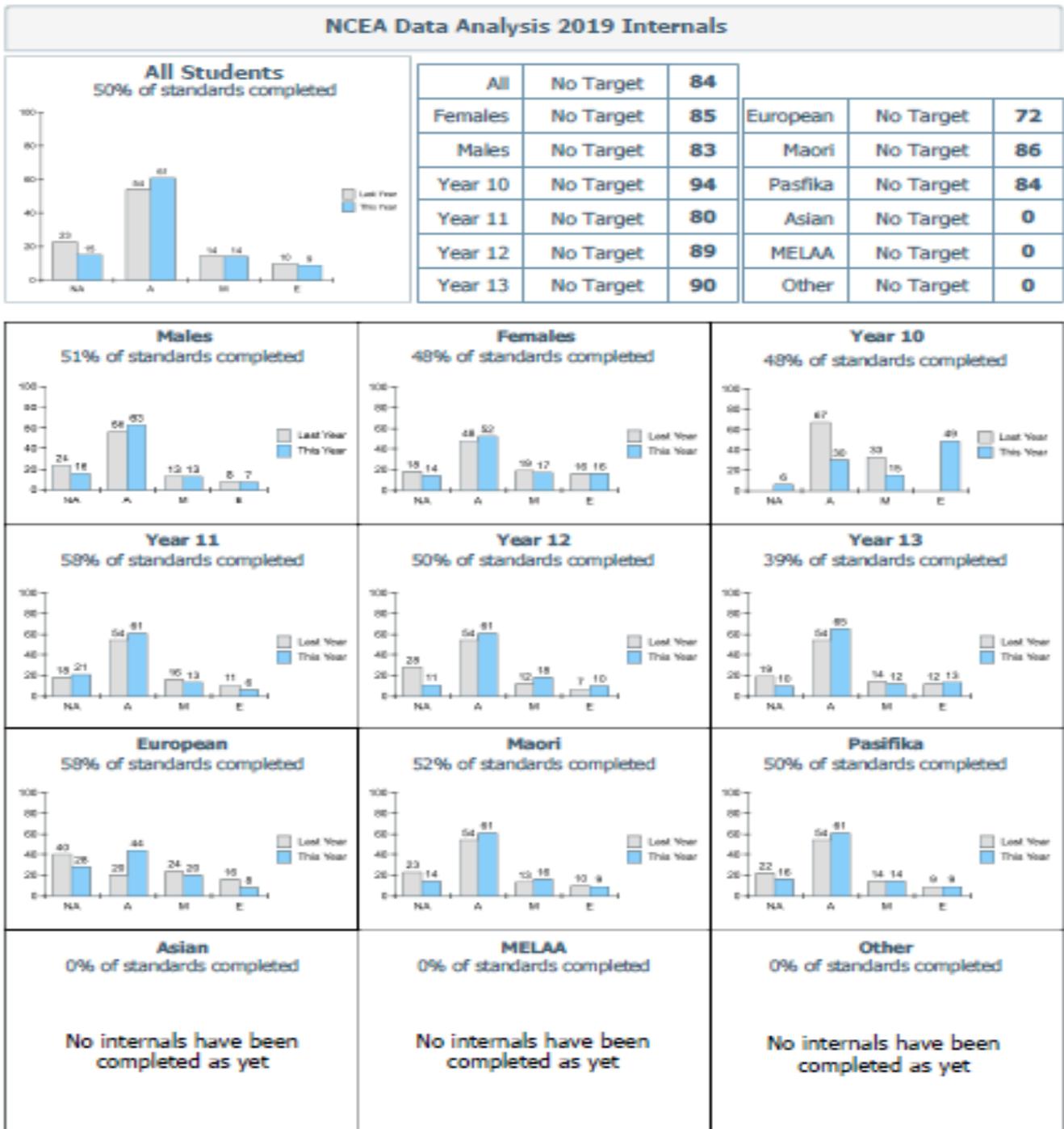
International 5
Domestic 334

School Roll 2020

2020	Full Roll		Day		Boarding	
	Male	Female	Male	Female	Male	Female
Year 9	57	27	16	13	41	14
Year 10	70	22	28	11	42	11
Year 11	55	25	19	8	36	17
Year 12	54	12	12	3	42	9
Year 13	41	15	10	6	31	9
Sub Total	277	101	85	41	192	60
Total	378		126		252	

International 5
Domestic 373

- NCEA internals to date



- 2019 MOE September 1 Return

It was **AGREED** to receive the September 1 Roll Return.

LAIRD/JOHANSSON
AGREED

NAG 2. Self-review

The Principal advised that classroom observations of teachers by their line managers for appraisal, professional development and inquiry purposes continue. Each teacher is continuing to work on inquiry into their practice. On the final day of Term 3 there will be tri-conversations between subject teacher-HOD and SLT members.

NAG 3. Personnel

- **New Staff:**

The Principal advised that he has appointed Mr Albert Fihaki as English teacher commencing 2020.

NAG 4. Property and infrastructure

- **Hostel Council Minutes**

Mr Johansson advised that the Hostel Council is working toward aligning Policy with the Board of Trustees.

- **Student Representatives to Hostel Council**

Mrs Ngataki advised that the Board of Trustees had three very good candidates stand for the student Trustee election who all presented well and have an interest in serving the student body.

As two of the students were boarders, Mrs Ngataki enquired if the Board would consider asking Hostel Council to consider allowing the two students to attend as “student voice” on the Council.

It was **AGREED** that Mrs Ngataki write to the Hostel Council to enquire if the Council would consider the two boarding students attending Hostel Council. **BN**

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

In the absence of Mr McGeorge, Mr Johnston tabled the August accounts.

It was **AGREED** to receive the August accounts as tabled.

- **MOE Opt in Donations:**

It was **AGREED** to opt in to the Ministry of Education donation scheme.

**JOHANSSON/EASON
AGREED**

- **Charity Applications**

There were no Charity applications for this meeting of the Board.

NAG 5. Health and safety

- **H&S Committee Minutes** – have not met since the August meeting of the Board

NAG 6. Administration and compliance

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

- **Combined Community / Māori and Pasifika Consultation 26 September feedback**

Mr Johnston, Mr Pole, Mr Bogitini, Mr Johansson and Mr Bean attended the Community consultation held in the Chapel.

Mr Johnston noted that community attendance was very low.

Mr Johansson will forward a report to the Board.

JJ

Ms Laird and the Principal attended the Māori consultation held in the Runanga.

The Principal advised that attendance was quite good and discussion went well.

Ms Laird will forward a report to the Board.

GL

Ms Laird advised that a parent approached and enquired if the Board had received and responded to her correspondence. Ms Laird advised that she did recall the correspondence and would enquire if the response had been sent.

The Chairperson advised that he had responded directly and also met with the parent.

- **Student Trustee Election Result – Mr Viliami Ngaluafe elected**

It was **AGREED** to receive the result of the Student Trustee Election.

**JOHANSSON/LAIRD
AGREED**

- **Compliance Sub-Committee**

Policy: Delegations, Complaints and Child Abuse Policies

It was **AGREED** to adopt on block the following Procedures and 2019-2020 Delegations

- a) 2019-2020 Delegations
- b) Complaints Procedure
- c) Child Abuse Procedure

**JOHANSSON/POLE
AGREED**

- Procedures: Discretionary Leave Procedure and Staff Discipline Procedure

It was **AGREED** to receive the Discretionary Leave Procedure and Staff Discipline Procedure

**JOHANSSON/POLE
AGREED**

- **Police Vetting of Board Members/Board of Trustees Staff**

Mr Johnston enquired if all Board of Trustees staff and Board members are Police vetted.

Mrs Ngataki advised that all teaching staff are vetted through Teachers Council and all support staff are vetted every 3 years.

Following further discussion it was **AGREED** that all Board members should be vetted.

**EVANS/JOHNSTON
AGREED**

Mrs Ngataki will follow up the RealMe/vetting process and advise the Board what is required.

BN

4.1 Approve Minutes, 22 August 2019

It was **AGREED** to confirm the minutes of the meeting held 22 August 2019, as a correct record.

**JOHANSSON/POLE
AGREED**

4.2 Correspondence

DATE	OUTWARD	REGARDING
	No outward	

DATE	INWARD	REGARDING	SUGGESTED ACTION
Aug 2019	NZSTA	Issue 295	Information
26.08	Aqualab	Health Clinic Sink	Information

Tabled Correspondence:

- NZSTA Constitution 2019
- Aqualab Report: Angitu/Rec Kitchen

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

**EVANS/JOHNSTON
AGREED**

GENERAL

- **October Board Meeting:**

Mrs Ngataki enquired if the Board still wished to meet in October considering it would be only two weeks into the new term. Mrs Ngataki also advised that the November meeting was likely to be the Combined Boards Christmas meeting.

Following discussion it was **AGREED** that the October meeting be cancelled and the Board meet at 4:30pm prior to the 28 November Combined Boards meeting.

**EVANS/JOHANSSON
AGREED**

- **175th Update**

Mr Johansson advised that he has been working on the special guest addresses; he is hopeful to have invitations out next week. Invitations will have a programme attached.

Mr Johansson also advised the invitations for the Board special guests would include partners who will also be added to the costings.

6.0 IN-COMMITTEE

It was **AGREED** at 3.51pm 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/
AGREED**

It was **AGREED** that the Board of Trustees return to open meeting at 4.01pm after discussing student discipline and staff matters.

**JOHNSTON/
AGREED**

The meeting closed at 4.02pm with members sharing the Grace with each other.

Signed as a correct record this 28 November 2019

Norman Johnston
CHAIRPERSON