

## **1.0 ADMINISTRATION**

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

**PRESENT:** Norman Johnston (in the Chair), Sifa Pole, Gillian Laird, Patisepa Tala'imanu, Jeff Johansson, Nashua Morrison, Nasili Vaka'uta, Viliami Ngaluafe (6.20pm), David McGeorge, Jean-Paul Eason and Brian Evans

**APOLOGIES:** Joeli Bogitini

**IN-ATTENDANCE:** Barbara Ngataki, Board Secretary

### **CHAIRPERSONS COMMENT:**

The Chairperson advised considering the 90-minute meeting timeframe, to expedite matters all agenda items requiring adoption will be approved on block. It is also likely the Board will return to normal meetings at the College in Term 3.

### **ACKNOWLEDGMENTS:**

- **Principal and School Staff:** Mr Johnston acknowledged the work of the Principal and staff in preparing and reopening the school.

## **2.0 STRATEGIC DECISIONS/DISCUSSIONS**

**2.1 2019 - 2021 Charter / Transitional Strategic Plan:** No items

**2.2 2020 Annual Plan and Charter:** No items

### **2.3 Education Review Office (ERO) 2020 Timeline**

The Principal advised there has been no contact from ERO and that it is likely there will not be any review in 2020 although, this is to be confirmed.

### **2.4 Board PLD: NZ History of the Methodist Church – Dr Vaka'uta and the School Secondary System – Principal:**

Dr. Vaka'uta enquired what is expected from the PLD.

Mr Pole advised it is the history of the Church and how the school was set up under the Wesleyan movement. Mr Pole also advised that he is aware that Dr Vaka'uta has released recordings on facebook regarding the Methodist Church.

Dr Vaka'uta advised that he is not sure he is the right person to research the history of Methodism as his area of expertise is in the Hebrew bible.

Mrs Tala'imanu enquired if it was more around how Wesley College came to be from the Methodist Church and established in terms of the history.

Mr Johnston shared his knowledge of the establishment of the school that dates to the original land grant by Governor Fitzroy in 1844, then to Three Kings and its history and on to Paerata in the 1920s.

Dr Vaka'uta advised that he could source and compile a small booklet of information to share with members of the Board.

Mrs Morrison advised it would be good if the information could be included as part of an induction package for new board members.

It was **AGREED** that information be shared with Board members.

NV

### **3.0 MONITORING**

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

##### **Receive the Principal's Report**

The Principal reported on his reflection of the lockdown.

The philosophy on returning to school was about 'everything being normal' with a sense of empathy while assessing where student's mental wellbeing and academics were at; students were surveyed with results indicating less than 2% of students were not feeling confident about getting back to school, less than 5% feeling not confident with the rest of the year. In all very good numbers considering 95% of students are ready to work.

The staff survey was very similar; staff are in very good shape getting back in to it slowly. Overall staff returned confident and relaxed, staff also appreciated the recognition and support of \$75 towards their costs incurred while working from home.

The Principal's assessment of where students are academically in terms of credits indicates that students are not that far behind. With the NCEA change advice from NZQA students have at L1, 10 extra credits and at L2 and 3, 8 extra credits based on the student gaining five credits to gain 1 extra credit. UE has dropped 2 credits off required subjects.

Students have been good about their hand hygiene and respectful of maintaining social distance. Students are very keen and grateful to be at school again.

Mr Johnston enquired what is the implication for sport for the rest of the year.

The Principal advised that it is all coming online competition will look different with a lot of sport running through to late Term 3. The Principal has been working with CNI towards northern/southern pools. Concerns being billeting with Level 1 and 2 which suits Wesley College as we can play Cambridge and Hamilton. Students are training already.

Mr McGeorge enquired if there is still a chance for students to gain a Merit and Excellence.

The Principal advised that there is still a chance to gain Merit and Excellence as long as they gain a Merit or Excellence in their exam.

Mr Johansson asked if the Principal could confirm the rebate from the Trust Board.

The Principal advised that the Trust Board confirmed a 13% rebate, which has already been applied to day and boarding costs.

Mr Johansson enquired if there are any overseas students who have not yet returned.

The Principal advised that all internationals remained with the NZ caregivers although there is one domestic student stuck in Australia. The student is continuing distance learning.

Mr Johnston enquired how have students taken up the Chromebooks.

The Principal advised that some students worked well while others struggled a bit however, overall some teachers had a 95% student turn out to their online classes.

Mr Eason advised that he surveyed students on their return to ask how many people were included in their bubbles. The results reflected the average amount of people in their homes were six people so there was a lot going on for students during the lockdown.

Mr McGeorge enquired if the school and MOE Chromebooks have been returned.

The Principal advised that most have been returned but it is still a work in progress.

Mr Johnston enquired about the contact tracing in the school.

The Principal advised that the school is well set up with registers for people to sign in. The Principal also felt the school went well above what was required in terms of hygiene with cleaners going around the school all day cleaning door handles etc.

Mrs Morrison enquired if there is anything we can take away from the Covid experience with policies and processes.

The Principal advised the school has reviewed everything particularly the online learning where students have proven they can work independently. The Principal is considering a timetable next year where spaces can be included for senior students to study online tasks with teachers guiding and supporting self-learning.

Mr Johansson also felt it would also benefit working with the Hostel and prep.

Ms Laird enquired, as students were not able to perform at Polyfest due to the lockdown is there a way of following up so students can gain those credits.

The Principal advised that some teachers are looking in to performance videos for assessment.

Mr Ngaluafe advised that students are all doing well. He also enquired if there was anything the Board could do to support the students getting a hot breakfast and a milo in the mornings.

It was **AGREED** to forward the breakfast request to the Principal to follow up. **BE**

- **2020 MOE June 1 Return**

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

**LAIRD/JOHANSSON  
AGREED**

**3.2 NAG 2: Self-Review** – As per the Principal’s Report

**3.3 NAG 3: Personnel** – As per the Principal’s Report

**3.4 NAG 4: Property and Infrastructure**

**Hostel Council Minutes:** No items for this meeting of the Board

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

Mr McGeorge reported on the Audited Accounts to 31 December 2019.

It was **AGREED** to approve the 2019 Audited Accounts.

**MCGEORGE/JOHANSSON  
AGREED**

It was **AGREED** that the Chairperson and the Principal sign off the Representation letter and Statement of Responsibility.

**MCGEORGE/JOHANSSON  
AGREED**

It was **AGREED** to receive the Auditors Management letter.

Mr Eason enquired with the announcement of the timeframe for the new school extending to 10-15 years will there be any invest in improving and developing the current site.

Mr McGeorge advised that he does not agree that the new school has extended to 10-15 years however, he does agree and support that there must still be investment in the current site to ensure the classrooms and hostels are up to standard.

Mr McGeorge advised that the Finance Profit and Loss for April is in a healthy position and the school is tracking well with all budgets

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

**Charity Applications:** No items for this meeting of the Board

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

**H&S Committee Minutes:** No items for this meeting of the Board

**3.6 NAG 6: Administration and Compliance**

Combined Community / Māori and Pasifika Consultation Plan

Mr Pole **AGREED** to continue the development of a Maori and Pasifika plan. Mr Pole will table a draft at the July meeting of the Board.

**SP**

**Compliance Sub-Committee**

- **Policies and Procedures:**

Mrs Tala'imanu advised that there was an addition to the Theft and Fraud Procedure as reviewed by Mr McGeorge and Mrs Bellette.

It was **AGREED** to approve and receive on block the following Policies and Procedures.

**TALA'IMANU/JOHANSSON  
AGREED**

**Policies:** Accommodation for International Students, Theft and Fraud

**Procedures:** Theft and Fraud Procedure, Suspension Meeting Procedure, Alcohols and Other Substance Use

## 4.0 ADMINISTRATION

### 4.1 Approve Minutes, 30 April 2020

It was **AGREED** to confirm the minutes of the meeting held 30 April 2020, as a correct record.

**JOHNSTON/JOHANSSON  
AGREED**

### 4.2 Correspondence

DATE	OUTWARD	REGARDING
04.05	Wesley College Staff	Acknowledgement
04.05	Wesley College Trust Board	Consideration of day and boarding costs

DATE	INWARD	REGARDING	SUGGESTED ACTION
Jan/Feb 2020	STAnews	Issue 299	Information
01/05	Aqualab	Drinking water results	Information

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

**TALA'IMANU/LAIRD  
AGREED**

### IDENTIFY AGENDA ITEMS FOR NEXT MEETING

- HoDs Presentation
- Maori and Pasifika Consultation Plan
- Next board meeting: 23 July at 5pm

### IN-COMMITTEE

It was **AGREED** at 6pm 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/LAIRD  
AGREED**

It was **AGREED** that the Board of Trustees return to open meeting at 6.05pm after discussing student discipline and staff matters.

**JOHNSTON/JOHANSSON  
AGREED**

### GENERAL BUSINESS

#### Enrolment / Roll Cap:

Mr McGeorge requested that the Board consider asking the Trust Board to apply to lift the student roll cap.

Mrs Ngataki advised that at this current time we only have enough space to enrol 57, Year 9 students in 2021. In the past three years, we have enrolled 90, Year 9 students before reaching cap.

Mr Pole enquired why has the roll changed over the past years.

Mrs Ngataki advised that the dynamic changed when the Board agreed to enrol junior girls, the junior girls have taken the spaces.

It was **AGREED** that the Board write to the Trust Board to request the Cap be lifted to 450 students.

**JOHNASSON/MCGEORGE  
AGREED**

**Sporting Tours:**

Mr Johansson enquired if there were any overseas sports trips this year.

The Principal advised that there are no overseas trips scheduled for this year.

The meeting closed at 6.15pm with members sharing the Grace with each other.

Signed as a correct record this 23 July 2020

*Norman Johnston*  
**CHAIRPERSON**