

1.0 ADMINISTRATION

1.1 PRESENT: Norman Johnston (in the Chair), David McGeorge, Nasili Vaka'uta, David Denny, Imraz Sahib, Unise Smythe, Isabella Brewster, Sepa Tala'imanu, Gillian Laird, Rose Tapuvae Papuni, and Jeff Johansson.

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

1.3 APOLOGIES: Nasili Vaka'uta and Steven Hargreaves; Isabella Brewster will leave at 7pm.

1.4 IN-ATTENDANCE: Miss Elisa Tufala, HOD Life and Faith, Miss Anne-Marie Lalakai, HOD Music and Barbara Ngataki, Minutes Secretary

1.5 ACKNOWLEDGMENTS:

Dr Michelle Johansson [Old Student 1993-1995]: Mr Johansson advised that Mrs Michelle Johansson has completed her Doctorate and, is now Dr Michelle Johansson. The Board acknowledged and congratulated Dr Johansson.

1.6 Declaration of Interest – Declared at Point of Interest

CHAIRPERSONS COMMENT:

Mr Johnston circulated copies of the Principal's Appraisal and requested that it is returned before the end of the meeting.

Mr Johnston advised that:

- the Financial Statements to 31 December 2016 is completed and will be tabled at this meeting of the Board for approval.
- there has been a decision on the site for the new College which will be discussed at the combined boards meeting in June.
- he has been working with ATWC (Anglican Trust for Woman and Children) regarding the Social Workers in Schools programme. Mr Johnston believes as a Decile 1 Wesley College is entitled to the extra support and assistance.
- he was at a presentation with Remuera Rotary Club Youth Leadership – Mentoring Programme at Otahuhu College. Mr Johnston believes it could also be initiated at Wesley College.
- the Maori Consultation had been held at the beginning of the term and feedback would be tabled tonight.
- he attended a presentation by Mrs Michelle Emma Dickinson MNZM, also known as Nanogirl. Mrs Dickinson is a nanotechnologist and science educator based in New Zealand. She is presenting to Decile 1 schools to encourage girls to consider a pathway in Science.

Mrs Smythe also advised that old student, Emily Lange is also involved in the same field and is working to encourage students to consider a pathway in Science.

2.0 STRATEGIC DECISIONS/DISCUSSIONS

2.1 2017 Charter: No items for this meeting of the Board

2.2 2017 Annual Plan: No items for this meeting of the Board

2.3 2016-2018 Strategic Plan: No items for this meeting of the Board

WELCOME:

Mr Johnston welcomed Miss Elisa Tufala, HOD Life and Faith, Miss Anne-Marie Lalakai, HOD Music to the meeting.

Miss Elisa Tufala – HOD Life and Faith

Miss Tufala reported on her tabled summary to the Board.

Junior Life and Faith

- Y9 programme is developed and sets students towards understanding significant bible studies and figures in the bible.
- Y10 builds on the Y9 programme and sets up students for Y11

Senior Life and Faith

- Y11 and 12 programme is compulsory as we are a Methodist school but because there is a rotation between my class, Transition and Financial management, there is limited time that students have with me.

How can this be done?

- Emphasis and drive on academic achievement.
- Structuring lessons to encourage students higher order level of thinking
- Taking students out on trips that can cater to student learning.
- Using digital learning and digital assessments.

Other factors to consider

- Increase in resourcing with growing student numbers
- Giving students access to computers. Miss Tufala has 4 new computers in her class but catering to a class of 25 for all subjects makes digital learning difficult and at times impossible.
- Miss Tufala also did not feel the marks would grow as much it did last year. Assessments will be digitally and with the limited resources there is a possibility that the lower strand of the class will find it difficult to complete in time. Miss Tufala would like tablets/laptops that students can use to help achieve this.
- In addition, the limited time students have with Miss Tufala will be the reason why they don't have time to attain more credits but also pass my assessments based on resits/resubmissions.
- Miss Tufala would like to make Life and Faith an option, maybe bringing in someone to help teach our students, like last year, this would support Miss Tufala and the students, plus give the opportunity to increase grades for Level 2 and 3.

2016 Achievements.

Compare and contrast senior level

Year 11:

- In 2015, students were given AS 90816 Describe the purpose of a sacred text within a religious tradition. From this standard, 34% passed with Achieve, Merit and Excellence. Miss Tufala chose not to undertake this Achievement Standard because of the results depicted in 2015. In 2016 Miss Tufala introduced a new standard to students AS 90818, Describe the application of the key ethical principle(s) of a religious tradition to an issue. Students found this standard easier to comprehend and Miss Tufala was pleased to see the progress made -84% pass rate.
- AS90817: Describe a significant development within a religious tradition
- It was pleasing to see improvements for this standard (2016) in contrast to 2015.
- In 2016 the pass rate was 97% from 43% in 2015. In addition, it was also pleasing to see the increase in Merit and Excellence for this standard.
- Overall, there was a significant improvements from 2016-2015, which the department are very proud of.

Year 12

- 91724: OVERALL PASS RATE 70%
- 90821: OVERALL PASS RATE- 93%
- 90822: OVERALL PASS RATE 90%

2016 internal results have improved since 2015. In addition, we offered more credits through an extra Standard to ensure that students would have the opportunity to not only achieve more credits but Literacy credits for NCEA level 2. Miss Tufala was pleased to see improved our results for Level 2 students contrasted to 2015. Compare the pass rate of each standard from 2016-2015

In 2015, the Life and Faith department only offered two Achievement standards for the whole year. In 2016, we were lucky to have the whole year with Year 12 students minus the transfer from Life and Faith to Transition, which gave us the opportunity to provide students with three Achievement Standards, which gave students an overall total of 18 credits to achieve. We could have offered more standards but with a new HOD to Life and Faith and the lack of resources, Miss Tufala had to make the decision of only providing three Achievement Standards. From this we were able to re- build our department with resources and content knowledge to ensure future success.

In 2016, we were also lucky to have an extra teacher (Rev Tasi) and as a result we did essentially well compared to 2015.

Year 13:

- AS90825 OVERALL PASS RATE 95%
- AS 90826 OVERALL PASS RATE- 91%
- AS90827 OVERALL PASS RATE 84%

Miss Tufala is pleased to have reached the school goals for this year level in 2016. We improved our results for Achievement Standard 3.3, 27% achieved this assessment with Merit which was higher than the data for Decile 2 and the National achievement for this standard.

Comparison between 2015 & 2016

Miss Tufala had more students who had the opportunity to be assessed according to all three standards in 2016. In contrast to 2015, there was only one teacher that taught Life and Faith and only one class. As we can see in the table above, there has been an increase in pass rates for all Achievement standards assessed in 2016.

There has been an improvement in Achieve and Merit pass rates with more students gaining credits through these results in all Achievement Stands offered in Level 3 from 2015-16. On the other hand, students did not achieve the Achievement standards at an Excellence level in contrast to 2015. I believe that again lack of resources, more students to teach and the new staff allocated to this department may have caused this.

Mr Johnston enquired what are the targets for Life and Faith this year.

Miss Tufala advised to achieve Y13 Merit/Endorsement/UE Entrance.

Mr McGeorge enquired if the students take Life and Faith as a serious subject.

Miss Tufala advised that it is hard as she only has students for a short timeframe and because it is compulsory for them but in speaking to a small number of students they would be interested in taking Life and Faith as an option and pathway. Miss Tufala also advised that as part of the subject students achieve L1/2 and 3 Literacy Credits.

Mr Johnston advised that there is a strong bond between Trinity College and Wesley College and it would be good to strengthen the vocational pathway.

Miss Tufala advised that students enjoy learning with IT but she only has 4 computers in her classroom and when there is a class of 25 it is hard to capture them all. Ideally, she would like to have more access to more IT resources for student learning.

Mr Johansson advised that the Board is driving toward more female students and becoming fully co-educational. Mr Johansson enquired what Miss Tufala thought about more junior girls in class.

Miss Tufala advised that Y10 girls are doing well in class. She also felt that the Y9s should be mixed classes male and female together but in discussing this with the Y9 girl's they have indicated they would prefer to remain as a female class only.

Mr Johnston thanked Miss Tufala for her report.

Miss Anne-Marie Lalakai – HOD Music

Miss Lalakai reported on her tabled summary to the Board.

1. Recap of 2016

- Building the music department (accessing more gear for students to use)
- Implementing structure and a music programme that caters to our student.
- Weeding out the student that saw music as a 'kick back' subject.
- Students achieving well at internal assessments.

- **Level 1s** our highest achieving cohort in terms of numbers: 5/5 with 14+ credits in music.
- **Level 2s** our highest performance marks on average in solo performances 5/7 with excellences in solo and group. 1 sat an external and passed.
- **Level 3s** lowest achievers were not used to the new way hence the low achievement marks.

2. Where are we at?

- Academically - students are working together with the teaching staff (Carol Gilfillan, Garry Cooper, Robert Howell and myself) to achieve and meet the requirements of NCEA music levels 1-3. The itinerant team work hard to help these students attain performance marks on their chosen instruments through 30min sessions a week (senior school down to Y10).
- Junior school: developing the skills needed for senior music school through theory, composition and performance.
- Senior students very much a huge part of the wider school music through chapel performances, students playing piano for Chapel and leading the chants.
- Competing in School competitions:
- **Pacifica Beats:** (Y12s Tribe 801 made the finals of Pacifica Beats - will compete this year along with Tai, Melva (Y12) as a duo and Gabrielle Togatama (Y11) as a solo.
- **Rockquest:** (Y11s this year Revival 801 competed in Rockquest).
- **Stand Up Stand out:** Year 11 barbershop group last year competed in this and will enter this year as Y12s.
- **NZ music school mentoring programme:** students have been mentored and are still in the process of being mentored by Malcolm Lakatani and Kim Halliday (both music professionals) who have raved on about how well behaved and awesome our students are!

3. Where are we heading?

- **Externals:** developing in the senior school, this could lead to subject endorsement.
- **Growth:** in our bands by developing the skills in the junior school
- **Choirs:** Acapella groups build to a choir perhaps big sing with a small group.
- **Recording:** Technology to record student compositions as song writing is now a large part of our programme here.

4. How will we get there?

- Incorporating these to the programme e.g. one period of band in a four day timetable.
- Externals (level 1 and 2) working to ensure that these skills are taught at Y9 and 10 so NCEA music externals are something achievable.

- **Resourcing:**
- With the increase in numbers especially in the junior and Y11 years to in order to have students perform and play well we need money to get gear, especially in the band area.

Mr McGeorge advised with the intention to build the female roll to 200 would Music, Life and Faith and Drama attract them to Wesley College.

Miss Lalakai felt that it would attract more female students.

Miss Lalakai has found that the male and female students tend to keep themselves separated in class. When Miss Lalakai held a lesson, the male students stood in a semi-circle around the front of her desk and the female students in a semi-circle behind her chair.

Miss Brewster advised that joining a band for her has made it easier to interact with the boys.

Miss Lalakai is trying to encourage more interaction between the boys and girls through bands and Choir.

Mr Johnston thanked Miss Lalakai for her report to the Board.

Miss Lalakai and Miss Tufala left the meeting at 5.37pm.

3.0 MONITORING

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

- **Principal's Report**

In the absence of the Principal Mr Johnston noted points in the Principal's report to the Board.

- **Acknowledgement from the Minister**

Mr Johnston noted that as reported in term one, the NCEA results from 2016 were outstanding. The outgoing Minister of Education, Hon Hekia Parata has written to the Chairperson to congratulate us on a second consecutive year of improved attainment. Wesley College also features on a poster released by the MOE that features 30 schools from around New Zealand that have had the largest increases in NCEA results. Wesley College also featured in the New Zealand Herald for having the third highest pass rate at Level 2 out of all of the Decile One schools in New Zealand. See attachments.

- **Tracking and Monitoring**

Academic mentoring and tracking of credits has begun with the first round of achievement data being entered. As we have done for the last two years we will acknowledge achievement in assembly and present students with rewards. The intention being to keep academic achievement as at the forefront of the student's minds.

- **Curriculum review**

The Curriculum Group has begun a review of the timetable and subjects being offered in 2018. It is planned to re-introduce Biology, Chemistry and Physics at Level 2 (Year 12). With Science being compulsory at Year 11, and with new staff in the department, it is anticipated that there will be sufficient student numbers to justify all three strands of science.

The other planned change of significance is the teaching of junior classes in House groups. The four form classes (one form each House) will then be taught the core subjects (English, mathematics, science, physical education and social studies) as that same group. This should allow for a more settled group, the building of stronger relationships and a more streamlined pastoral care and discipline system.

- **Workbooks**

The idea of charging students for workbooks has been raised at HOD level. This is a common practice in many schools however at Wesley the departments purchase the books and give them to students. The key discussion

points for the BOT are; do we believe it is appropriate to charge for workbooks, and what proportion of the workbook cost would be appropriate for the student to pay if we charge a fee?

Mr McGeorge felt that adding another cost to families may just lead to another problem of trying to retrieve the funds.

Mr Sahib advised that workbooks are a vital part of classroom learning. Mr Sahib advised that he makes it a point to include the books as part of his budget and purchases them at the beginning of each year for his class. Mr Sahib also advised that he has access to 10 laptops via the COW and finds it valuable being able to use eLearning programmes with students.

Mrs Tala'imanu enquired as to where BYOD was at?

Miss Brewster advised that students would not bring their devices to school for security reasons.

Mr Sahib felt that the school should fully fit one department with IT and see how it is managed and utilised within the classroom.

MEETING ADJOURNED FOR DINNER 6pm

MEETING RECOMMENCED AT 6.25pm

- **Attendance Focus**

An attendance audit was conducted at the end of term one. The average attendance rate for the school was 90.1%. This is just on the MOE (and annual plan) target of 90%. The most disturbing trend revealed by the MOE report is the way attendance falls away toward the end of term.

See attachments.

Letters were sent home at the end of term one to students who had attendance below 80% (a day off per week) and post cards were sent home to students who had attendance above 98%.

Mrs Smythe advised some concern with the attendance noting Y13 who are supposed to be the leaders in the school having the lowest attendance rate.

Mrs Tala'imanu was also concerned that if the students are boarding and are at the school why are they not in class. Where are they?

Mr McGeorge noted that there is a visible difference when you enter the school now there are not as many students roaming around out of class as there used to be.

Mr Johnston advised that the Principal is working hard to improve attendance, which is reflected in the positive achievement results that we are now seeing.

- **Community of Learning – Kahui Ako**

A pedagogical leadership team has been put together with our in-school COL staff, our SCT and SMT. This team is helping 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.

- **Trip to Argentina /Approval in Principle**

Mr Johnston noted the Argentina Proposal as included with the Principal's report.

It was **AGREED** to reaffirm the email decision of the Board that:

- the 1st XV management and SMT continue to plan for the Argentina trip and investigate fundraising opportunities.
- Student fees must be up to date, schoolwork and attendance to class must be at 90% to be allowed to travel.

**MCGEORGE/JOHANSSON
AGREED**

- **2017 Student Ethnicity Breakdown**

It was **AGREED** to receive the 2017 Student Ethnicity breakdown.

- **Prime Minister’s Award 2018 – to remain on Agenda**

3.2 NAG 2: Self-Review

- **Teaching as an Inquiry**

Mr Johnston noted teaching as inquiry process is being supported in school and we also have a contract with Team Solutions / Auckland University to assist.

Moderation – and getting our agreement rate up – remains a priority. The list of standards to be moderated has just been released to staff.

- **Professional Development Courses Attended – Term 1**

It was **AGREED** to receive the summary of Term 1 Professional Development Courses attended.

3.3 NAG 3: Personnel

- **Appointments:**

Mr Johnston noted that the Principal has appointed Mrs Shazia Nisha as a fixed-term Science teacher and Mrs Sabina Rehman as affixed-term, part-time ESOL teacher.

It was **AGREED** to confirm the decision of the Principal in appointing Ms Shazia Nisha, Mrs Sabina Rehman.

**JOHNSTON/SAHIB
AGREED**

Mr Johnston also noted the appointments of Mr Mike Raos as a hostel parent and Mrs Tracy Thompson to head the Health Clinic with the impending departure of Mrs Sue Fryer. Mrs Thompson will start in mid-June and Mrs Fryer will depart in late June.

- **Other Matters / Study Leave Applications – In committee**

3.4 NAG 4: Property and Infrastructure

- **IT**

Mr Johnston noted that another set of laptops has been purchased along with two mobile cabinets to store the devices. Access to technology remains an area of development however we have about 80 laptops, two full computer suites / classrooms, and many classrooms have four desktop machines installed. The hostels all have access to desktop machines (between 4 and 6 per hostel).

The next purchases are likely to be tablets – which provide access to the internet (for research, Google apps etc) are quick and easy to distribute to students, are cheaper than laptops, but don’t provide easy word processing capability.

- **Maintenance**

Mr Johnston noted the state of the campus has caused us some concerns this year. We have had to close Lab C twice due to a leaking roof. We have had several burst water pipes. The state of the driveways is not ideal. This is stated here to keep our minds focused on the need to keep moving forward with the move to a new site.

- **Boarding Accommodation**

Mr Johnston noted that we are likely to face pressure on boarding accommodation next year if we have another strong intake of Year 9 students. We have permission from the Trust Board to push forward with the construction of a relocatable girl’s dormitory and the fit-out of Denton with showers to accommodate boys.

Design of the boarding hostels for the new site has begun. There is a plan to review student numbers in February 2018 to determine whether we need to build more temporary hostel accommodation to cope with student numbers in 2019. Then construction of the permanent, new hostels could begin on the new site south of school, with the intention of opening the first building for use in 2020. Students will walk from the new hostel block up to the existing campus for classes.

- **Hostel Council Minutes**

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

- **Finance Report**

Mr McGeorge reported on the tabled Finance Report month end 30 April 2017.

It was **AGREED** to receive the tabled Finance Report.

**MCGEORGE/DENNY
AGREED**

Mr McGeorge tabled the Financial Statements to 31 December 2016.

It was **AGREED** to approve the Financial Statements.

**MCGEORGE/DENNY
AGREED**

Mr McGeorge tabled payments for approval totalling \$131,525.19.

It was **AGREED** that the payments be approved.

**MCGEORGE/DENNY
AGREED**

- **Charity Applications**

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

**PAPUNI/JOHANSSON
AGREED**

TO	Amount	For
Grassroots	\$9188.00 + GST	Sports Accessories (Clothing)
Auckland Airport Community Trust	\$45,000	Part funding of 5 Scholarships

3.5 NAG 5: Health and Safety

Mr Johnston noted from the Principal’s Report that the OSH Committee has not met since the last meeting of the Board however there was an incident on Thursday 11th where three girls entered the building site, having scaled the security fence. Fortunately the students returned to the hostel unharmed. The staff were briefed as to the serious nature of this event at the Friday staff meeting. The students were spoken to at Friday Chapel and informed that any future entry into the site would be treated with the utmost seriousness and likely lead to removal from the hostel or school on a temporary or permanent basis.

3.6 NAG 6: Administration and Compliance

- **NZQA Moderation Assessments**

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

- **Community / Māori Consultation Report Back**

Mr McGeorge advised that there was a small group of families who attended the Māori Consultation meeting at the beginning of the term. Those families present congratulated the school on its results and all were very happy with their child's progress at the school.

One concern they have is the Runanga and ensuring with the development of the new school that there will be a dedicated space to meet the cultural needs of the school.

The families have requested that they have a meeting at the beginning of every term.

- **Community / Tongan Consultation Dates – to be confirmed**

- **Compliance Sub-Committee / Policies and Procedures:**

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

**TALA'IMANU/JOHANSSON
AGREED**

- a) HIV / Aids and Other blood-borne viruses procedure,
- b) Achievement Assessment Policy,
- c) Self Review Policy,
- d) Reporting Child Abuse Procedure,
- e) Safe School Child Protection Policy,
- f) Theft and Fraud Prevention Procedures,
- g) Theft Fraud Policy,
- h) Traumatic Incident Procedure,
- i) Refund for international Student Tuition Fees Policy
- j) Accommodation for International Students Policy
- k) School Fees Protection for International Students Policy
- l) International Student Critical Incident Response Plan Procedure

- **Student Representative Election 2017/2018**

Timeline / Election Date - 15 September 2017

It was **AGREED** to approve the 2017/2018 Student Representative Timeline/Election Date for 15 September 2017.

**JOHNSTON/MCGEORGE
AGREED**

Returning Officer

It was **AGREED** to appoint the Principal as the Returning Officer.

**JOHNSTON/MCGEORGE
AGREED**

4.0 ADMINISTRATION

4.1 Confirmation of Minutes, 23 March 2017

It was **AGREED** to confirm the minutes of the meeting held 23 March 2017, as a correct record.

**MCGEORGE/DENNY
AGREED**

4.2 Correspondence

DATE	OUTWARD	REGARDING
	Nil	

DATE	INWARD	REGARDING	SUGGESTED ACTION
Mar/Apr 2017	STAnews	Issue 271	Information
May 2017	STAnews	Issue 272	Information
31/03	Aqualab	Results for drinking water	Information
28/04	Aqualab	Results for drinking water	Information

Matters Arising

STAnews: Mr Johnston noted items from the STAnews.

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

**JOHNSTON/SAHIB
AGREED**

5.1 Identify agenda items for next meeting

- **Combined Board Meeting / June**

6.0 IN-COMMITTEE

It was **AGREED** at 6.44pm 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 7.45pm after discussing student discipline and staff matters.

**JOHANSSON/SMYTHE
AGREED**

General Business:

Mr Johnston noted that the June meeting was a combined Boards meeting however if there are any matters of urgency the Board could meet after that meeting.

CLOSURE:

The meeting closed at 7.46pm with members sharing the Grace with each other.

Signed as a correct record this 24th day of August 2017

Norman Johnston
CHAIRPERSON