

<b>Location</b>	Ministry of Education, Wellington
<b>Board Attendees</b>	Bruce Adin (Chair) Bernardine Vester (Deputy Chair) Murray Jack Jason Swann Moe Milne
<b>Apologies</b>	Te Rau Kupenga
<b>Ministry Attendees</b>	Ellen MacGregor-Reid, Deputy Secretary, Early Learning Student Achievement (item 4 only); Jackie Talbot, Group Manager, Secondary Tertiary and Partnership Schools (part of morning only); Simon Laube, Senior Manager; [REDACTED] Principal Advisor (minutes); [REDACTED] Analyst (items 3-5) <b>s 9(2)(a) OIA</b>
<b>External Attendees</b>	<b>s 9(2)(a) OIA</b> Dr Kane Meissel, Auckland University (item 5 only).

Item	Actions	Due Date
<b>1. Welcome / Apologies</b>		
<ul style="list-style-type: none"> <li>The Chair welcomed members and noted apologies from Te Rau.</li> <li>There were no updates to the conflicts of interest register.</li> <li>Draft minutes from the 10 December 2018 were considered and confirmed as final.</li> </ul>	Ministry to finalise minutes ready for inclusion in proactive release.	
<b>2. Administration update: 2017 assessment reviews and disengagement process</b>		
<ul style="list-style-type: none"> <li>The Ministry provided a recap about the 2017 assessment review process. The three sponsors (ATG, VET, MUMA) that requested a review of the 2017 performance assessment decisions received the review outcome letters from the Chair prior to Christmas. The letters confirmed that the performance assessment decisions for their schools were upheld (no change).</li> <li>Simon advised that the Advisory Group's 2017 Performance Assessment Report, the Education Report confirming the decisions, and the Education Report relating to the review of assessment decisions are being prepared for the next scheduled charter school information release. This was being processed in February 2019 and would include consultation with sponsors.</li> <li>Simon provided an update on the termination of charter school contracts, explaining that termination by mutual agreement was reached with all sponsors prior to Christmas. The Ministry is now working through disengagement processes with each sponsor. The schools have since opened as either designated character or state integrated schools at the beginning of the 2019 school year, and another is scheduled to open in 2020.</li> </ul>	<p>Noted</p> <p>Ministry to inform the Advisory Group when the information is to be released.</p> <p>Noted</p>	

<b>3. 2018 assessment process (session 1)</b>		
<ul style="list-style-type: none"> <li>The Advisory Group considered the second draft of its 2018 performance assessment report.</li> </ul>	Noted	
<ul style="list-style-type: none"> <li>The Advisory Group provided feedback including reflections on the charter school model for its report.</li> </ul>	Noted	
<ul style="list-style-type: none"> <li>It was agreed that advice to the Minister would include a recommendation to consider commissioning an evaluation focused student outcomes in charter schools.</li> </ul>	Agreed	
<ul style="list-style-type: none"> <li>The Advisory Group agreed that no overall assessments were required over and above the individual performance standard assessments required under the Fast Track process, as for some schools only two performance standards could be properly assessed for 2018.</li> </ul>	Agreed	
<b>4. Deputy Secretary's update</b>		
<ul style="list-style-type: none"> <li>Ellen MacGregor-Reid provided an update to the Advisory Group and thanked the group for their work.</li> </ul>	Noted	
<b>5. 2018 assessment process (session 2)</b>		
<ul style="list-style-type: none"> <li>The Advisory Group noted that student achievement results for Te Kāpehu Whetū have not been submitted by the sponsor (He Puna Marama). Villa Education Trust has also not provided results for Writing for its two schools (MSWA and SAMS).</li> </ul>	Noted	
<ul style="list-style-type: none"> <li>Simon provided a detailed overview of the analytical work that the Ministry has commissioned on the 2018 student achievement results. Dr Kane Meissel presented his preliminary analysis of charter school overall performance against National Standards, and the achievement progress results for individual schools. Final analysis will be completed and incorporated into the next version of the draft report.</li> </ul>	Noted	
<ul style="list-style-type: none"> <li>The Advisory Group was informed about the initial National Standards conversions of Villa Education Trust's submitted e-asTTle results for Reading and Writing. This will be further discussed with the sponsor representative at a meeting on 14 February. The Ministry will also seek to follow up in relation to the non-reporting of Writing results against National Standards at SAMS and MSWA for 2018.</li> </ul>	Ministry to update Advisory Group following the meeting	
<b>6. Any other business</b>		
<ul style="list-style-type: none"> <li>The Chair thanked the Advisory Group members, Dr Meissel and Ministry attendees for their attendance and contributions. The next meeting is scheduled for 12 March.</li> </ul>	Chair to determine whether next meeting is face-to-face or by teleconference	ASAP
Meeting closed 3pm		