

## Minutes

Partnership Schools | Kura Hourua Authorisation Board Meeting

Date: 30 May 2017

Time: 9.30-15.45

Venue: Maturanga House, Wellington



<b>Board Attendees</b>	<b>Authorisation Board</b> Catherine Isaac - Chair John Shewan – Deputy Chair Terry Bates Rhys Faleafa Gillian Heald John Morris John Taylor Dame Iritana Tawhiwhirangi
<b>Ministry Attendees</b>	<b>Ministry of Education</b> Julian Moore – s 9(2)(a) OIA [Redacted] - Minutes [Redacted] - Item 10 [Redacted] - Item 10
<b>ERO</b>	Nick Pole - Item 06 (ERO)
<b>PwC</b>	s 9(2)(a) OIA [Redacted] – Item 07 (PSKH Audited Financial Statements)
<b>Apologies</b>	Sir Toby Curtis

Discussion Points and Matters Arising		
Action	Owner	Due Date
<b>Conflicts of Interest</b> There were no conflicts of interest raised at this meeting.		
<b>Minutes from 11 April 2017</b> Approved as a true and accurate account of the meeting. <ul style="list-style-type: none"> <li>Minutes to be posted on the PSKH website (after the redaction process) along with minutes from previous meeting which have not yet been posted.</li> </ul>	Julian Moore	Immediately

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<p><b>Matters Arising</b></p> <ul style="list-style-type: none"> <li>It was agreed to await the development of a Te Reo version of the <i>wellbeing@school</i> toolkit by NZCER. In the meantime, He Puna Marama Trust will be invited to use an alternative survey that they consider culturally appropriate for Māori, and to certify that it has been done.</li> <li>The Expansion Process will be included in the Sponsor manual, which is currently being updated.</li> <li>The Chair will write up the referee check in relation to Blue Light Ventures prior to the next meeting.</li> <li>[REDACTED]</li> </ul> <p>s 9(2)(f)(iv) OIA, s 9(2)(b)(ii) OIA</p>	<p>[REDACTED]</p> <p>s 9(2)(a) OIA</p> <p>[REDACTED]</p> <p>Catherine Isaac</p>	<p>Review meeting</p> <p>31 August</p> <p>11 July</p>
<p><b>Quarter 1 Operational Report</b></p> <p>The following actions were agreed</p> <p><i>Terenga Paraoa and Te Kāpehu Whetū (Teina)</i></p> <ul style="list-style-type: none"> <li>Executive Director to write to the Sponsor to request that a date for the quarter one review meeting be arranged as a matter of urgency to follow up on outstanding matters.</li> <li>Baseline testing results are required to be provided.</li> </ul> <p><i>The Rise UP Academy</i></p> <ul style="list-style-type: none"> <li>Executive Director to write to the sponsor to:</li> </ul> <p>s 9(2)(b)(ii) OIA [REDACTED] enquire about the National Standards results for Maths and Writing and what assessment tools the school is using.</p> <p><i>Vanguard Military School</i></p> <ul style="list-style-type: none"> <li>Request the baseline testing results (the number of credits held at the beginning of the year).</li> </ul> <p><i>Pacific Advance Senior School</i></p> <ul style="list-style-type: none"> <li>[REDACTED]</li> <li>[REDACTED]</li> </ul> <p>s 9(2)(f)(iv) OIA</p>	<p>Julian Moore</p> <p>Julian Moore</p> <p>s 9(2)(a) OIA [REDACTED]</p> <p>s 9(2)(a) OIA [REDACTED]</p>	<p>16 June</p> <p>16 June</p> <p>16 June</p> <p>16 June</p>

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<p>s 9(2)(f)(iv) OIA</p>	<p><i>Te Kura Māori o Waatea</i></p> <ul style="list-style-type: none"> <li>• [REDACTED]</li> <li>• [REDACTED]</li> </ul>	<p>Julian Moore</p>	<p>16 June</p>
	<p><b>Pacific Advance Senior School Application to add Years 9 and 10</b></p> <ul style="list-style-type: none"> <li>• The Board agreed that adding Years 9 and 10 would assist the school to meet its performance standards, as it would provide a longer lead-in time before sitting NCEA [REDACTED]</li> <li>• It was agreed that members of the Board would arrange to meet with [REDACTED] to discuss the Board's requirements.</li> </ul>	<p>s 9(2)(b)(ii) OIA</p> <p>Catherine Isaac / John Morris</p>	<p>1 June</p>
	<p><b>ERO</b></p> <ul style="list-style-type: none"> <li>• Round two schools will be visited in August / September.</li> <li>• Round four new schools readiness reviews will begin once the contracts are signed. The schools will be visited 3 / 4 times and given a progress letter.</li> <li>• It was noted that differences between PSKH and regular schools include that PSKH have a disproportionate number of challenging students compared to regular schools, and lack economies of scale.</li> <li>• [REDACTED]</li> <li>• The Board requested that ERO attend future meetings to provide an oral debrief on their reports as they are published. ERO have agreed to attend a Board meeting at the end of the year to action this.</li> </ul>	<p>s 9(2)(a) OIA</p> <p>s 9(2)(f)(iv) OIA</p> <p>[REDACTED]</p> <p>s 9(2)(a) OIA</p>	<p>11 July</p>



**Venue:** Matauranga House, Wellington



<p><b>PSKH 2016 Audited Financial Statements</b></p> <ul style="list-style-type: none"> <li>It was noted that the Board's interest was in financial viability only, not in the nature of individual transactions or financial systems and processes.</li> <li>The Board noted that in some cases there were significant discrepancies between the management accounting information provided by the schools as part of their quarterly reporting and the audited financial statements. This will be discussed with the sponsors.</li> <li>It was agreed to request the audited financial statements for He Puna Marama and Villa Education Trust, so that the overall financial position of the sponsor could be assessed.</li> </ul>	<p>Julian Moore</p> <p>Julian Moore</p>	<p>Review meetings</p> <p>16 June</p>
<div data-bbox="248 896 877 1039" style="background-color: black; width: 100%; height: 90px;"></div> <ul style="list-style-type: none"> <li>Graeme Osborne to be invited to attend the next Authorisation Board meeting on 11 July 17.</li> </ul>	<div data-bbox="917 922 1120 960" style="border: 1px solid black; padding: 2px;">s 9(2)(f)(iv) OIA</div> <div data-bbox="917 1016 1096 1064" style="border: 1px solid black; padding: 2px;">s 9(2)(a) OIA</div> <div data-bbox="917 1064 1120 1095" style="background-color: black; width: 100%; height: 20px;"></div>	<p>9 June</p>
<p><b>Website Update</b></p> <ul style="list-style-type: none"> <li>The website update was noted.</li> </ul>		
<p><b>Round Four and Round Five Application Process Update</b></p> <ul style="list-style-type: none"> <li>The Board noted the update report.</li> </ul>		
<div data-bbox="244 1330 895 1957" style="background-color: black; width: 100%; height: 400px;"></div>	<p>Julian Moore / Terry Bates / Gillian Heald / John Morris</p>	<p>1 June</p>

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<p><b>2017 Board Budget</b></p> <ul style="list-style-type: none"> <li>The Budget is to be updated to allow a full day fee for school visits.</li> <li>A school visit to Whangarei needs to be scheduled in for term two and added into the budget.</li> <li>It was agreed that the Executive Director will report on expenditure against budget at each board meeting.</li> <li>The proposed Authorisation Board meeting dates for the 2017/18 financial year remain an outstanding item.</li> </ul>	<p>s 9(2)(a) OIA</p> <p>[REDACTED]</p> <p>s 9(2)(a) OIA</p> <p>[REDACTED]</p>	<p>11 July</p> <p>TBC</p> <p>17 July</p>
<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>[REDACTED] presentation to the sponsor hui is to be added to the Board's website</li> <li>An Agenda is to be developed for the Authorisation Board Strategy Session.</li> </ul>	<p>s 9(2)(a) OIA</p> <p>Julian Moore</p> <p>Catherine Isaac / Julian Moore</p>	<p>16 June</p> <p>11 July</p>