

Location	MH 1.06, Mataranga House, 33 Bowen Street, Wellington
Board Attendees	Bernardine Vester, acting Chair Murray Jack Moe Milne Jason Swann
Apologies	Bruce Adin, Te Rau Kupenga
Ministry Attendees	ELSA, Partnership Schools team: s 9(2)(a) OIA Simon Laube, Senior Manager (meeting facilitator), [REDACTED] Senior Advisor (minutes), [REDACTED] Business Analyst, Jackie Talbot, Executive Director (for Agenda Item 5); apology from [REDACTED] Contract Manager (for Agenda Item 7)
External	PricewaterhouseCoopers (PwC) – [REDACTED] Partner and [REDACTED] Manager s 9(2)(a) OIA

Item	Actions	Due Date
1. Welcome		
2. Opening session (30min)		
<ul style="list-style-type: none"> The Ministry informed the Advisory Group on Charter Schools (AGCS) about the background to PwC's involvement in financial performance analysis since 2016. 	Noted	
3. Discussion on 2017 financial performance of charter schools (50 min)		
<ul style="list-style-type: none"> [REDACTED] explained PwC's financial advice and distinguished what was currently being followed up separately through the Ministry's termination process financial analysis (PwC being employed on that), and how this limited their recommendations made to the AGCS for 2017. 	Noted	
<ul style="list-style-type: none"> PwC advised the AGCS that it should be advised of potential issues that form part of the termination process as that separate process was ongoing and is expected to conclude after the AGCS had finalised its 2017 report (expected in August or September). 	Noted	
<ul style="list-style-type: none"> [REDACTED] took the AGCS through the draft report. The AGCS thanked PwC for the report and for the discussion session. 	Noted	
4. General business		
<ul style="list-style-type: none"> Apologies were received from Te Rau Kupenga; Bruce Adin was on scheduled leave until October 2018. 	Confirmed	
<ul style="list-style-type: none"> The minutes for 22 May meeting were approved as a true and accurate record. The Ministry advised that the minutes will now be added to the next scheduled PSKH proactive information release. 	Approved	

<ul style="list-style-type: none"> The Conflicts of Interest register was reviewed and confirmed as up to date. There were no outstanding actions from the previous meeting. 	Noted	
	Noted	
5. Assessment of 2017 charter school performance – session one (10.45am to 1.50pm, with 30mins lunch break)		
<ul style="list-style-type: none"> Members considered their role in making assessments and in forming an independent view. 	Noted	
<ul style="list-style-type: none"> The draft advice in respect of each individual charter school was considered individually. 	Noted	
<ul style="list-style-type: none"> AGCS provided the Ministry with specific advice for inclusion in the draft report. 		
<ul style="list-style-type: none"> The AGCS directed the Ministry to include overall assessments for each school and an overall advice section. 	Ministry to action	Include in draft report
<ul style="list-style-type: none"> The Ministry tabled a background paper on the performance standards for members to consider in the lead up to receiving the draft overall advice section. 	Noted	
6. Deputy Secretary's update (1.50pm)		
<ul style="list-style-type: none"> Jackie introduced herself and acknowledged the AGCS's important work on assessing 2017 charter school performance. 		
<ul style="list-style-type: none"> Jackie provided context about the current status of the termination process and how the Ministry was supporting the charter schools. 	Noted	
<ul style="list-style-type: none"> The AGCS thanked Jackie for the update. 		
7. Draft 2017 assessment report – session two (2pm to 3.20pm)		
<ul style="list-style-type: none"> The individual assessment of each charter school resumed and was completed. 	Noted	
<ul style="list-style-type: none"> The Ministry undertook to prepare a draft assessment report for the AGCS that reflected the outcomes of the assessment in the meeting. 	Ministry to prepare draft report	Week of 6 Aug
<ul style="list-style-type: none"> Feedback from the AGCS for PwC was provided to the Ministry. The Ministry undertook to advise the AGCS once the follow up had been communicated and to confirm the approach and timeframes for the PwC report. 	Ministry to action	20/7/18
8. Operational report 2018		
<ul style="list-style-type: none"> This item was not considered. 		
9. Termination process update (3.20pm)		
<ul style="list-style-type: none"> The Ministry provided a further update on the termination and the application processes. The AGCS was informed that an announcement by the Minister about the outcome of the application process was expected soon. 	Noted	
<ul style="list-style-type: none"> The Ministry advised the AGCS about the 	Noted	

Supplementary Order Paper and its purpose to support the transition of charter school staff.		
10. Other business (3.40pm)		
<ul style="list-style-type: none"> The Ministry informed the AGCS of the Minister's request that they conduct a "fast-track" 2018 performance assessment process. The Ministry circulated a draft process map of the "fast-track" assessment process and undertook to provide a memo with options, considering that the fast track process requires application decisions to be confirmed as it was contingent on termination occurring in 2018 (and not being extended). School visits: AGCS members have an introductory meeting with Alwyn Poole on 24 July. 	<p>Noted</p> <p>Ministry to advise AGCS</p> <p>Discussed</p>	<p>Update due week of 6 Aug</p>
11. Meeting closed at 4pm		