

<b>Location</b>	MH 1.01, Mataranga House, 33 Bowen Street, Wellington
<b>Board Attendees</b>	Bruce Adin (Chair) Bernardine Vester (Deputy Chair) Murray Jack Moe Milne Jason Swann Te Rau Kupenga
<b>External</b>	Dr Kane Meissel
<b>Ministry Attendees</b>	Ellen MacGregor-Reid, Deputy Secretary, Early Learning and Student Achievement (item 7), Simon Laube, Senior Manager (meeting facilitator), [REDACTED] Senior Advisor (minutes)

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Item	Actions	Due Date
<b>1. Welcome / Apologies ( 5 min)</b>		
<ul style="list-style-type: none"> <li>The Chair thanked the Deputy Chair and the Advisory Group for the work completed during his absence (May to September).</li> <li>All members were present and no apologies were received. Te Rau left the meeting at 2.50pm to attend to a matter that arose.</li> </ul>	<p>Noted</p> <p>Noted</p>	
<b>2. Opening session (1 hour)</b>		
<b>i. Discussion on the scope of the role of the Advisory Group</b>		
<ul style="list-style-type: none"> <li>The Ministry advised that under the 2018 fast track assessment process (approved by the Minister in July, METIS 1129228), the Advisory Group more limited financial performance information would be available and NCEA school leaver results would require a supplementary report from the Ministry after the Advisory Group's role had concluded. The Ministry agreed to set out the expectations for the Advisory Group in a document.</li> <li>The Ministry briefed the Advisory Group on the implications for the 2018 assessment process should the situation change and any charter schools are operating in 2019 (this was also covered in further detail in item 4).</li> </ul>	<p>Ministry to provide a document to the Advisory Group on the expectations for advice for the 2018 fast track assessment process.</p> <p>Noted</p>	<p>Week beginning 22 Oct</p>
<b>ii. Administration</b>		
<ul style="list-style-type: none"> <li>The Ministry provided an update on the delay in payments for members' fees and expenses. Overdue payments were currently either in progress or resolved, but there remained issues with the process that the</li> </ul>	Members submitted IR330C to the Ministry where applicable.	



<ul style="list-style-type: none"> <li>There were no outstanding actions from the previous meeting.</li> </ul>	Noted	
<b>3. Update on 2017 assessment report (30 min)</b>		
<ul style="list-style-type: none"> <li>The Ministry advised that they have not yet received any feedback from the Minister on the Advisory Group's 2017 charter school performance assessment report submitted to him on 17 September (the Minister is due back in the office in the week beginning Monday 15 October).</li> <li>If the Minister has further queries after reviewing the Advisory Group's report, the Ministry advised that feedback should be sought from the Advisory Group, supported by the Ministry as its secretariat.</li> <li>It was not currently determined what the communications approach would be for the 2017 assessment report.</li> </ul>	<p>Noted</p> <p>Noted</p> <p>Ministry to advise Chair of communications expectations</p>	<p>Week beginning 22 Oct</p>
<b>4. Update on Termination process (1 hour)</b>		
<ul style="list-style-type: none"> <li>The Ministry briefed the AGCS on the termination process and the current status of the contracts. This included advising that all of the charter schools that applied to be established as a state school had been approved by the Minister.</li> <li>There were specific issues noted from this briefing. <ul style="list-style-type: none"> <li>sponsors had the opportunity to raise potential issues they had with the operation of the state school models. These issues were considered by the Minister and in some cases reflected in changes to the Education Amendment Bill.</li> <li>the contracts will terminate in December, unless the timing is changed by mutual agreement.</li> <li>the Ministry confirmed some processes that will happen during the course of schools being set up as state schools. These include that all of the schools will have governance facilitators and will undergo Education Review Office (ERO) readiness reviews, they will be assigned deciles. It is also the responsibility of the Establishment Board of Trustees (EBoT) to employ all staff.</li> <li>The Ministry noted the Education Amendment bill (that is still in process) removes the ability for charter school staff to receive redundancy if they are appointed to an equivalent position in the new State school. The Bill had been delayed but was still expected to pass before Christmas and therefore be of potential assistance to sponsors to transition staff.</li> <li>RiseUP Trust had issues with the lease for the charter school in August 2018 that were resolved. The Ministry is currently working with a landlord to arrange the property for the state school for 2019.</li> <li>Te Aratika Academy experienced a decline in its roll, which led to a corresponding reduction in quarterly</li> </ul> </li> </ul>	<p>Noted</p> <p>Noted</p> <p>Noted</p>	<p>16/10/2018</p>

<p>operational payments. The Ministry has put in place a side agreement with the sponsor that will provide guaranteed funding at the estimated roll level of 55 (it is subject to conditions).</p> <ul style="list-style-type: none"> <li>The Ministry will keep the Advisory Group updated on relevant matters arising from the termination process.</li> </ul>	Noted	
<b>5. Administration matters (covered in 'Item 1 Welcome / Apologies')</b>		
<ul style="list-style-type: none"> <li>This item was discussed in the Opening Session item.</li> </ul>		
<b>Lunch (1 hour)</b>		
<b>6. 2018 fast track assessment process</b>		
<ul style="list-style-type: none"> <li>The Ministry outlined the 2018 fast track assessment process.</li> </ul>	Noted	
<ul style="list-style-type: none"> <li>The Advisory Group recommended that schools could be batched so that the process was not slowed down for schools that submitted their required data on time, by other schools who may not.</li> </ul>	Noted	
<ul style="list-style-type: none"> <li>The quarter 3 templates are due to be completed and returned to the Ministry on 15 November. The student achievement workbooks will be due back on 22 November.</li> </ul>	Noted	
<ul style="list-style-type: none"> <li>The Ministry will provide a preliminary analysis to the Advisory Group of the sponsor Quarter 3 reports, and the raw student achievement workbooks to allow maximum time for the Advisory Group to review the information in preparation for the next scheduled meeting on 10 December.</li> </ul>	Noted	
<ul style="list-style-type: none"> <li>The Advisory Group aims to submit their report to the Minister in March 2019.</li> </ul>	Noted	
<b>7. Student Achievement session (1 hour)</b>		
<ul style="list-style-type: none"> <li>Dr Kane Meissel of Auckland University discussed his statistical analysis on student achievement data for primary submitted data for charter schools in 2017.</li> </ul>	Provide the Advisory Group with the on-line link to Dr Kane's analysis. Simon to action	
<b>8. Deputy Secretary update (20 min)</b>		
<ul style="list-style-type: none"> <li>Deputy Secretary, Early Learning and Student Achievement, Ellen MacGregor-Reid updated the Advisory Group on the current situation with contract negotiations and establishment.</li> </ul>	Noted	
<ul style="list-style-type: none"> <li>She thanked the Advisory Group for the work they had completed to provide the Minister with their report on the</li> </ul>	Noted	

<p>2017 charter school performance assessment, and confirmed the Minister is looking forward to receiving their advice for the 2018 year.</p> <ul style="list-style-type: none"> <li>The Deputy Secretary was open to the invitation of providing the Advisory Group with an update at their next scheduled meeting in December in Auckland if it possible.</li> </ul>	Noted	
<b>9. Any other business (10 min)</b>		
<ul style="list-style-type: none"> <li>The Ministry advised the Advisory Group they intend to request attendance data from the charter schools. Roll-trend data for all charter schools since each school began operating was circulated to the group. The Advisory Group did not see the gathering of this data as being necessary</li> <li>The Advisory Group confirmed they did not have suggestions for any further data to request from the charter schools additional to what is requested through the Quarter 3 2018 reporting requirements.</li> </ul>	<p>Noted</p> <p>Noted</p>	
Meeting closed 4.20pm		