

Discussion Points and Actions
Partnership Schools/Kura Hourua Authorisation Board
28 September 2015



Attendees	Authorisation Board (AB) Catherine Isaac (CI) John Shewan (JS) Dame Iritana Tawhiwhirangi (IT) John Morris (JM) John Taylor (JT) Terry Bates (TB) Sir Toby Curtis (TC)
In Attendance	Ministry of Education (MoE) Graham Stoop* Sarah Borrell* [REDACTED]* s 9(2)(a) OIA Authorisation Board Secretariat Mani Maniparathy

** Attended for part of the meeting*

Discussion points and actions arising			
	Action	Owner	Due Date
28/9:1	Minutes Approved: CI moved, JS seconded		
28/9:2	Chair's update s 9(2)(a) OIA <ul style="list-style-type: none"> The Board passed its condolences to [REDACTED] on his recent bereavement. The Chair advised that Dr Margaret Southwick has agreed to accept a role with a potential applicant and has resigned from the Board with immediate effect due to the potential conflict of interest. The Chair will advise the Minister and Under-Secretary. 	CI	
28/9:3	<ul style="list-style-type: none"> The Ministry's paper on the Governance Facilitator role was noted and the Deputy Secretary, Sector Enablement & Support will be asked to comment further on this at the next meeting Turnout at the information sessions was good. <ul style="list-style-type: none"> 20 Expressions of Interests have been received. Estimated number of applications is 20 -30 Al Noor Charitable Trust has requested an extension for submitting the application. This has been declined. Additional information sessions are to be held in Auckland and Northland on Thursday 1 October. 	CI	
28/9:4	Conflicts of interest <ul style="list-style-type: none"> Terry Bates tabled a potential conflict of interest re a potential applicant who is being advised by Cognition. He will not be involved in advising the applicant. It was agreed that Terry will take leave from the Board with respect to all matters relating to the current application round, until it has been completed. Terry will continue in his advisory role on development of the Board's Quarterly Analyses (ABQA). Chair to advise Under-Secretary. It was noted that Conflicts of Interest is to be a standing item on 	CI	29 Sept

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	the meeting agenda.	MM	
28/9:5	Contract monitoring and reporting on schools' progress/performance	Ministry	31 Oct
28/9:6	<ul style="list-style-type: none"> Third Quarter Reports will include responses to issues raised by ERO. In future Board meetings, the Deputy Secretary, Sector Enablement & Support, or senior delegate, will update the Board on operational matters. Changes to the proposed performance reporting dashboard were agreed. 	Ministry	Ongoing
28/9:7	<ul style="list-style-type: none"> Ministry to provide explanation of roll variances. 	Ministry	12 Oct
28/9:8	<ul style="list-style-type: none"> In discussion with [REDACTED], JS to prepare a note on [REDACTED] 	[REDACTED]/JS	13 Nov
	§ 9(2)(a) OIA	§ 9(2)(a) OIA	§ 9(2)(a) OIA
28/9:9	Martin Jenkins evaluation		
	<ul style="list-style-type: none"> The Board was briefed on the AB/MOE/Martin Jenkins Evaluation team meeting on 11 September. Circulate the minutes of the meeting to all Board members. 	Ministry	29 Sept
28/9:10	Variations to existing contracts with PSKH		
	<ul style="list-style-type: none"> A process is required for responding to the enquiries from Rise Up, Villa, Vanguard and similar in future. A policy needs to be developed with respect to scaling up the schools. 	Ministry/AB	12 Nov
28/9:11	<ul style="list-style-type: none"> Draft a reply to the letter from Rise Up Trust 	MM/JS	2 Oct
28/9:12	Performance Management Framework (PMF)		
	<ul style="list-style-type: none"> Write to schools regarding improvements to the PMF, using the PMF included in the contract for 2016/17 applicants and suggesting implementation in 2016 and onwards, and invite feedback. 	Ministry	9 Oct
28/9:13	<ul style="list-style-type: none"> Request feedback from the schools on the workshop on e-asTtle and PaCT. 	MM	9 Oct
28/9:14	Third Application Round		
	<ul style="list-style-type: none"> Circulate a calendar with availability of Board members for the evaluation of third round applications. 	Ministry	2 Oct
28/9:15	<ul style="list-style-type: none"> Post the presentations used at the Information Session on the Board's website. 	MM	9 Oct
28/9:16	Authorisation Board's Quarterly Analyses (ABQA)		
	<ul style="list-style-type: none"> Complete part 1 of the report for the second quarter. 	MM	16 Oct
28/9:17	<ul style="list-style-type: none"> Produce third quarter report, including the following: explore the possibility of using the e-asTtle dashboard in the Student Achievement section, change the graph type for Financial Health section, and the dates and axes need to be labelled correctly. Agreed that Quarterly Reporting template will commence from 	MM	13 Nov

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	first quarter of 2015.		
28/9:18	Board's Annual Report <ul style="list-style-type: none"> • Circulate the draft table of contents of the Board's annual report. • Board members to contribute to drafting • Potential additional topics are: what's next; views of the sponsors; challenges faced by the Board to date. 	CI	12 Oct
28/9:19	Māori engagement <ul style="list-style-type: none"> • Dame Iritana advised that she has contacted the Māori Women's Welfare League and will follow up on this. 	IT	13 Nov
28/9:20	<ul style="list-style-type: none"> • Sir Toby is pursuing communications with Government re ICF resolution and will report back to the Board on this. 	TC	13 Nov
28/9:21	Website <ul style="list-style-type: none"> • Board members are encouraged to identify material for the website. All suggestions should be sent to the Chair. 	All	Ongoing
28/9:22	<ul style="list-style-type: none"> • Sign the Service Level Agreement for maintenance of website. 	CI	2 Oct
28/9:23	Circulate the Summary of the Annual Reports of the Schools to Board members.	CI	29 Sept
28/9:24	Set the dates for the Board meetings in 2016.	MM	9 Oct
	Next Meeting: 23 November		

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