


Attendees	Authorisation Board (AB) Catherine Isaac (CI) John Shewan (JS) Dame Iritana Tawhiwhirangi (IT) John Morris (JM) John Taylor (JT) – by telephone Terry Bates (TB) Sir Toby Curtis (TC) Secretariat Julian Moore (JRM)
In Attendance	Ministry of Education (MoE) Lisa Rodgers* Sarah Borrell (SB)* [REDACTED]* Ministry of Education Evaluation Team [REDACTED]* [REDACTED]* Megan Reid* [REDACTED]* Pacific Advisor re Evaluation [REDACTED]* <i>*attended for part of meeting</i>
Apologies	Brian Coffey and [REDACTED] (Ministry of Education Evaluation Team members)

s 9(2)(a) OIA

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Discussion points and actions arising			
	Action	Owner	Due Date
	Minutes from 23 November 2015 Approved: CI moved, JM seconded		
	Conflicts of interest <ul style="list-style-type: none"> There were no conflicts of interest raised at this meeting. 		
	Matters Arising <ul style="list-style-type: none"> All open action points were reviewed and updates provided. Sir Toby Curtis provided an update on his meeting with Ministers Parata and English re ICF resolution. Lisa Rodgers left the meeting at this point and Sarah Borrell joined.		
s 9(2)(a) OIA	Round three evaluations <ul style="list-style-type: none"> The Board was joined by the Ministry Evaluation team and [REDACTED] (Pacific advisor). The answers to the clarification questions were discussed A recommended shortlist was agreed to proceed to the interview stage Interviews to be held on Wednesday 10 February 2016 in Auckland and Thursday 11 February in Wellington 	s 9(2)(a) OIA	

Outstanding Actions (from previous minutes)			
	Action	Owner	Due Date
28/9:3	Governance Facilitator Role <ul style="list-style-type: none"> The Ministry's paper on the Governance Facilitator role - the Chair requested that Katrina Casey provide advice to the Board. 	Ministry	23 Nov
28/9:10	 <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-top: 10px;">s 9(2)(f)(iv) OIA</div>	Ministry	On the Under-secretary's work programme to commence on 1 February 2016 and be completed on 18 March 2016.
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. <i>This action item has been deferred.</i> 	Ministry	Deferred pending resolution of quantitative evaluation (23/11:6)
28/9:13	<ul style="list-style-type: none"> Request feedback from the schools on the workshop on e-asTtle and PaCT. Sarah Borrell to check that this has been completed. 	SB	9 Dec
23/11:6	<ul style="list-style-type: none"> Ministry to follow up on implementation of quantitative evaluation. 	Ministry	9 Dec
28/9:18	Board's Annual Report <ul style="list-style-type: none"> Board members are asked to contribute to drafting sections as noted in CI's emailed outline. A draft of the report will be provided at the next meeting. 	JS/TB (JS content received)	2 Dec
		CI	9 Dec
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
28/9:21	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. 	AB	Ongoing

Actions and Decisions

Partnership Schools | Kura Hourua Authorisation Board

9 December 2015



PARTNERSHIP SCHOOLS KURA HOURUA
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23/11:2	Operational Reporting <ul style="list-style-type: none"> It was noted that Whangaruru withdrew their quarterly report (Q3). Ministry to follow up and report back. Middle School West Auckland – Ministry to discuss the issue around roll numbers with the school and report findings back to the Board. Ministry to follow up to ensure that all issues raised in ERO reports are addressed and reported back to the Board. 	Ministry	9 Dec
23/11:3		Ministry	9 Dec
23/11:4		Ministry	Regular reporting

Completed Actions (from previous meeting)			
	Action	Owner	Due Date
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	Completed
28/9:24	<ul style="list-style-type: none"> Set the dates for the Board meetings in 2016. 	CI	Completed
23/11:1	<ul style="list-style-type: none"> The Chair advised that the current Operational Reports do not present enough detail to enable the Board to make an assessment. Jim Greening will work with Julian Moore to develop a more suitable template. 	Ministry	Completed
23/11:5	<ul style="list-style-type: none"> Board to give their feedback on the quarterly report format and dashboards to Julian Moore who will collate information and arrange a workshop. 	AB/JRM	Completed
23/11:7	<ul style="list-style-type: none"> The applications and answers to the clarification questions will be discussed at the shortlist meeting on 9 December. 	Ministry	Completed
	Next Meeting: 24 February 2016		

