

Te Kura Board of Trustees Meeting
Minutes of meeting held Wednesday 11 August 2021
L2 Kauri Room, 11 Portland Crescent Thorndon

Present	Barbara Ala'alatoa (Chair), Maxine Moana Tuwhangai, Stuart Middleton, John Nisbet, Ruma Karaitiana, Mele Wendt, Barbara Cavanagh, Simon Heath
In Attendance	Mike Hollings (Chief Executive), Regan Dooley (Chief Advisor, Strategy), Michael Tompson (Deputy Chief Executive, Systems and Support), Ella Tavernor (Acting Deputy Chief Executive Learning Delivery), Te Rina Leonard (Acting Chief Executive)
Scribe	Sandra Rekatsinas (Board-Executive Administrator).
Apologies	Anne Coster

PROCEDURAL

Section	Subject
	APOLOGIES
	<p>ERO review of Te Kura Guest, Claire Douglas, Lead ERO Reviewer and Reviewer, Chris Gold joined the meeting at 11.00am. Noted the presentation on ERO's emerging findings of its evaluation of Te Kura. Discussed the final ERO evaluation report is now undergoing internal quality assurance at ERO hence not being provided in time for this meeting.</p>
	<p>STRATEGIC SESSION: SYSTEMS CAPABILITY CLIMATE CHANGE The Data Governance Maturity Assessment report was presented to the Board after being referred to the Board at the May Risk Assurance Committee meeting.</p> <p>The Board canvassed matters relating to the complexities of data governance; potential systems and capability scenario tools for leveraging and integrating data; an evolution plan and next steps.</p>
	<p style="text-align: center;"> Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū Tīhei mauri ora! </p> <p>The Board Chair, Barbara Ala'alatoa declared the formal part of the Board meeting open at 1:30pm.</p>
1	MEETING ADMINISTRATION
1.1	<p>Conflict of Interest Register Noted the updated Conflicts of Interest Register. Board member, Mele Wendt noted her new interest as member of the Toi Mai Workforce Development and shared some background on the Workforce Development Council's purpose and vision.</p>
1.2	<p>Agenda Review Noted the Agenda as circulated.</p>
1.3	<p>Minutes of the Board meeting The Board received the Minutes of the Meeting held on 8 June 2021 and approved them as a true and accurate record, subject to some minor amendments:</p> <ul style="list-style-type: none"> • Item 3.3 – replace the name... 'Pasifika' with 'Pacific'. • Item 3.3 – replace the words... 'unconscious bias' with 'bias'. <p>Moved: Simon Heath Seconded: Ruma Karaitiana</p>
1.4	<p>Action items Noted progress on the action points. Provided comment that the membership composition of sub-committee(s) will be circulated by the Board Chair, Barbara Ala'alatoa via email, following having a discussion with individual members.</p>
1.5	<p>Board Meeting Schedule 2021 Noted the Board Meeting Schedule 2021. The September Board meeting will be held through Zoom.</p>

Section	Subject
<p>2 2.1</p>	<p>COMMITTEE REPORTING</p> <p>Employer Committee Work Plan 2021</p> <p>Noted matters considered by the Employer Committee:</p> <ul style="list-style-type: none"> • Confirmation of the 19 April 2021 Minutes of the Employer Committee for noting at the next Board meeting. • The 2021 CE performance agreement mid-year review was noted as substantial and the format is working very well. <p>Noted the suggestion that future papers for both sub-committee(s) be posted in Convene for non-sub-committee members to view.</p>
<p>2.2</p>	<p>Draft Risk Assurance Committee Minutes held on 22 July 2021</p> <p>Received the <i>draft</i> Risk Assurance Committee Minutes held on 22 July 2021. Noting that some of the items discussed had been referred to today’s Board meeting for consideration.</p> <p>Moved: Maxine Moana-Tuwangai</p>
<p>3. 3.1</p>	<p>CHIEF EXECUTIVE REPORTS</p> <p>STRATEGIC</p> <p>Noted this item.</p>
<p>3.2</p>	<p>Human Resources report</p> <p>Noted the Human Resources Report for July 2021 with emphasis placed on tracking of sick leave days compared to last year. Likewise, trends for staff turnover compared to last year.</p> <p>Discussed that workload for te reo Māori has increased significantly nationwide and that finding te reo Māori teaching staff is proving difficult.</p>
<p>3.3</p>	<p>Chief Executive Monthly Progress Report.</p> <p>Highlights from the Chief Executive’s report reported:</p> <ul style="list-style-type: none"> • The Kaiako Matua review (consultation one) has gone smoothly, and that feedback has been pleasing. • Work is underway on the auditing of NCEA Level 1 Review of Achievement Standards (RAS) and work is underway to identify which of the standards require some fine-tuning. • Funding for STAR will be one of the priorities for 2022 Budget consideration. • Several regional initiatives underway, including the latest project with Youth Justice for ākongā on remand. Te Kura’s tender for the Whakatakāpokai programme education provision in South Auckland is pending outcome. • Bilingual huinga ako is progressing well. There has been a significant increase in Māori ākongā attendance, which is very positive. • Exploring the possibility of two new subjects in Niue and Tokelau and looking at possibilities for developing NCEA courses. • Progress on the Tokelau partnership arrangement to look at providing enhanced online provision and a mentoring programme for curriculum support. Further work to be done on costings for different options to build up systems and capability. The idea of making a connection between NZ and Tokelau ākongā through an empathy building exercise was suggested to gain traction. • A joint hui for Māori and Pacific staff was held to discuss te ao Māori/matauranga Māori – a coming together of two spaces. Further hui on joining of whakapapa working together will continue and grow due to the rise in the numbers of Māori and Pacific staff. <p>Provided comment that there are benefits to having separate hui, in recognition of the differences between Pacific and Māori as well as shared forums.</p> <p>Received the CE Monthly Board Report for August 2021. Noting:</p> <ul style="list-style-type: none"> • The launch of the ERO report on <i>Responding to the Covid-19 crisis: Supporting Auckland NCEA students most at risk</i> will take place on Thursday 19 August 2021 and embargoed until then. The report was acknowledged as a stunning result. <p>Provided comment that the increase in engagement is worthy of significant acknowledgment and celebration of success. The idea of capitalising on Te Kura’s success stories such as informing the Minister and sharing this good news through Nine to Noon interview was noted. (The report to be shared with the Board).</p> <ul style="list-style-type: none"> • He Oranga Mahuru is continuing to get good results. The Board to receive an Evaluation report by the end of this Term. <p>Moved: Barbara Ala’alatoa</p> <p>Seconded: Maxine Moana-Tuwangai</p>

Section	Subject
<p>4. 4.1</p>	<p>FINANCE</p> <p>Financial Reports Approved the May and June 2021 Financial Reports respectively. The Deputy Chief Executive, Systems and Support introduced the paper and presented a summary of the high-level numbers for month of June and YTD full year forecast. Noting the results as favourable to budget for both month, YTD, and the year-end forecast. Provided comment that expenditure levels are unfavourable to budget. This is mainly driven by the increase in revenue and ākonga, and the flow-on effects on year-end forecast result as teaching resources increase for the remainder of the year. Noted the 2021 graphical profile of revenue and expenditure levels to give an understanding of the relationship between the revenue position and expenditure levels catching up with revenue in the last quarter of the financial year. Noted the engagement levels of offerings for YTD actuals, higher volumes of EFTS being achieved compared to the prior two years. The combination of additional volume and improved engagement is the driving factor for increase in revenue. Provided comment on the work underway in forecasting future teacher demand based on ākonga. A model has been developed by Finance and we are working with Learning Delivery to be able to better predict future teacher demand. Moved: Maxine Moana-Tuwhangai Seconded: Barbara Ala'alatoa</p>
<p>5. 5.1</p>	<p>APPROVALS</p> <p>Noted this item.</p>
<p>6 6.1</p>	<p>NOTING AND INFORMATION</p> <p>Inwards Correspondence/Outwards Correspondence Received letter dated 1 July 2021 from the Ministry of Education advising Te Kura is now eligible to opt into the Donations Scheme from 2021. THAT, all board members agreed via the Convene Resolutions Room to opt-in to the donations scheme to enable release of donation scheme funding. Confirmed that Te Kura will receive funding on 1 October 2021.</p>
<p>6.2</p>	<p>Enrolment Statistics Noted the summary of progress on Enrolments since the last update received. Overall, there has been a range of increases across all cohorts.</p>
<p>6.3</p>	<p>August Progress Indicators Report against the 2021 Charter and Annual Plan Noted the August progress indicators report against the 2021 Charter & Annual Plan. Overall, there has been considerable positive shifts in all areas and that Te Kura is moving into the right direction for Literacy and Numeracy. Of note, there has been an increase in drop box submissions for the return of assessable work through He Organa Mahuru.</p>
<p>6.4</p>	<p>July Roll Return Noted this report. Provided comment on whether Te Kura will have a categorization section for gender data.</p>
<p>6.5</p>	<p>Te Kura Centenary 2022 update Noted the progress update, including:</p> <ul style="list-style-type: none"> • Work is underway at Nga Taonga to scope out the extent of digital collections for including into the digital kiosk. It was noted that the audit is part of the Crown collection and should be stored in Te Kura's archives due to its significance. • NZ Post will have Te Kura's Centenary in its Stamp series. • A digital kiosk to showcase Te Kura's images. • Detail on the Te Kura and Ministry of Education partnership is still pending. • A one-page advertorial will feature in the Kia Ora Magazine – this will also be passed on to the editorial staff with the inclusion of a Quiz. <p>A demonstration of the Centennial branding collateral was shared with the Board, including the latest LinkUp magazine; Leaving to Learn brochures and ear buds.</p> <p>An update on the recent Matariki Awards ceremony attended by the Board Chair, Barbara Ala'alatoa was also provided as part of Telling our Story. Te Kura was sponsoring the rising star of Matariki.</p>
<p>6.6</p>	<p>Whanau voice Noted this schedule of Huinga Ako visits and the Board's interests.</p>
<p>6.7</p>	<p>KPMG Data Governance Maturity Assessment Report</p>

Section	Subject
	Noted the report and the work underway as discussed in the Strategic section of the meeting and considerations to be made into the future.
	<p>CONVENE: RESOLUTION REVIEW ROOM</p> <p>Considerations:</p> <p>Noted 2021 CE Performance Agreement</p> <p>Noted the July 2021 CE Board report.</p> <p>Noted the Human Resources Report.</p> <p>Noted the Donations Scheme for Members to note and officially minute at the August Board meeting (refer item 6.1).</p> <p>CONVENE: RESOLUTION REVIEW ROOM (RISK ASSURANCE COMMITTEE)</p> <p>Noted the May Financial Report 2021 as accepted</p> <p>Noted the School Audit Arrangements for the 2021-2023 Financial Years as accepted and referred the August Board meeting (In Committee).</p>
	<p>GENERAL BUSINESS</p> <p>Noted there were no items of general business.</p> <p><i>The Board moved into the In Committee part of the meeting.</i></p>
7	NEXT MEETING
	September 2021 (Zoom)

I move that the public be excluded from the *In Committee* section of the Board's agenda. This motion is made in reliance of Section 48 (1) of the Local Government Information and Meetings Act 1987.

The general subject matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of the resolution is:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the reason for this resolution
CEO Matters and Personnel/Staffing Matters	Where the exclusion of public is necessary to protect the privacy of natural persons [OIA 1982 s.9 (2) (a) refers, and also where necessary to avoid prejudice to the School's commercial activities [OIA1982 s.9 (2) (i) refers].	s.48 (1) (a) (ii)
Sub-committee Reports	Avoid prejudice to commercial activities (OIA s.9(2)(i) refers) and protect the privacy of a natural person (OIA s.9(2)(a) refers)	s.48(1)(a)(ii)
Stakeholder Matters and Media Issues	Protect the privacy of a natural person (OIA s.9 (2)(a) refers)	s.48(1)(a)(ii)

I also move that, Mike Hollings, Regan Dooley and Michael Tompson, Ella Tavernor, Simon Heath, Barbara Cavanagh and Sandra Rekatsinas as being permitted to remain at this meeting after the public has been excluded because of their knowledge of these matters.

Moved: Barbara Ala'alatoa

Barbara Ala'alatoa
Board Chair

Date: 11 August 2021