


# MINUTES RISE UP ACADEMY -ESTABLISHMENT BOARD OF TRUSTEES

RISE UP ACADEMY BOARD MEETING | THURSDAY 28<sup>TH</sup> FEBRUARY 2019 | 22 ROSELLA ROAD, MANGERE EAST

	AGENDA ITEM	PRESENTER	OBJECTIVE
1	Opening Prayer, Apologies		<b>PRESENT:</b> Wayne, Sally, Ulu, Bruce, Kevin, Sita, Tash, Nerina, Maggie, Mike, Cecily, Kui <b>APOLOGIES:</b> Taulu Schuster
2	Minute Taker		To provide accurate minutes of the meeting.
3	Statement of conflicts of interest		To declare any conflicts of interest.
4	Strategic Discussion		
	1) 2019 Election of Board Chair		Ulu Aiono nominated Sally Ikinofu. No other nominations. <b>MOTION: EBOT accept Sally as the chair of the Rise UP Academy. EBOT</b>
	2) Property		Subcommittee update: Property update from last Wednesday meeting: Ulu-Aiono -Barry Conely will not do the court injunction work. <b>Action:</b> <i>Nerina to form questions for the meeting with Richard on Monday to give Ulu. After the meeting with Richard the board will write the letter to Ministry on the health &amp; safety concerns.</i>  <b>Decision: Can the board make a decision to contact Silverfern on it's interest to stay here on Rosella?</b> Sita & Cath to front foot and approach the Landlord on staying at Rosella Road tomorrow. It is subject to the meeting on Monday and it must be in writing with Silverfern. Also inform the Ministry at meeting on Monday. <b>Motion:</b> The board moves to inform the Ministry of its' intention to secure Rosella Road for the remainder of 2019 for the purposes of securing a suitable education facility for its students. <b>Approved: Sally/Maggie</b> <b>Motion:</b> An email sent from the board requesting confirmation of Richard

		<p><i>attending the meeting on Monday 4th March.</i></p> <p><b>Approved: Ulu/Kevin</b></p> <p><b>Motion:</b>The board to send an OIA to Richard to request the list of 40-50 sites, along with the criteria for suitability:</p> <p><b>Approved: Maggie/Sita</b></p> <p><b>Media advice given from consultant:</b> To invite the local MP's to the local site</p> <p><b>Actions:</b> <b>Sally to email the MP's - Jenny Salesa and Aupito to visit the site</b> <b>Sita to email Nikki to come to the site as well.</b></p> <p>The Media Consultant will attend any MP visit pro bono to support the next steps if parents choose to go public.</p> <p><b>Komiti Tupu Mai:</b></p> <ul style="list-style-type: none"> <li>● Parents have asked for a whanau fono to be informed.</li> <li>● Media release from parents will be under the guidance of the board.</li> </ul> <p><b>ACTIONS:</b></p> <ul style="list-style-type: none"> <li>● <b>Sita to ask Richard for permission to email PDF plans to parents.</b></li> <li>● <b>Sally to ask Nikki Kaye &amp; Jenny Salesa to attend the whanau fono. Ulu to text Agnes.</b></li> <li>● <b>BLC team to ensure overhead projector, Pizza, chapel ready, &amp; greeters.</b></li> </ul>
<p>3) Disengagement Plan</p> <p>i. Assets</p> <p>ii. School Docs Policy</p>		<p><b>MOTION:-</b>See Appendix- Completion checklist</p> <p><b>The board to approve the transfer the licenses of the Trust to the Academy:</b></p> <p><b>Approved:Sita/Bruce</b></p> <p><b>MOTION:</b> See Appendix Assets sold Rise UP Trust approve the sale of the assets to the value of tonight.</p> <p><b>Approved:Sally/Maggie</b></p> <p><b>School Docs policy:</b> <b>Motion:</b> The board approve recommended updates to the school</p>

		<p><b>docs and remove all references to partnership school.</b>  <b>Approved: Ulu/Maggie</b></p> <p><b>Motion:</b> Board to agree for declaration to be signed by Chair.  <b>Board all in favour</b></p>
	4) Memorandum of Understanding	<p>See Appendix:  <b>Motion:</b>  The MOU to be approved for period of 12 months to be reviewed at an agreed time before the expiry date.  <b>Approved: Sally/Bruce</b></p> <p><b>Motion:</b>  The application to Ministry of Education for Rise UP Trust to have a SPECIAL AFFILIATION with Rise UP Academy.:  <b>Approved: Sally/Kevin</b></p>
	5) Budget 2019	<p><b>MOTION:</b> To approve the RUA 2019 Budget-See Appendix</p> <ul style="list-style-type: none"> <li>• The MOE are still in the process of appointing an Auditor.</li> </ul> <p><b>Approved:Sita/Ulu</b></p>
	6) School Docs Policy Review Schedule	As discussed earlier
5	Reports	
	1. Principals Report	<p>Charter approval-see APPENDIX-DRAFT 2019 RISE UP ACADEMY CHARTER.</p> <ul style="list-style-type: none"> <li>• It is in draft form, parts highlighted in yellow Sita is working on it.</li> <li>• Board to approve draft version:</li> <li>• Board to give feedback on Governance goals.</li> </ul> <p>Bruce: Do we need to look at vision, mission?  To ensure we use malaga, lalaga and the cultural terms across our documentation and stakeholder communications.  Wayne: To pencil in July- September the discussion with the parents, community.</p> <p><b>MOTION:</b>  The board endorses draft charter to be forwarded to Ministry as a draft.  <b>APPROVED: Sally/Ulu</b></p>

			<p>Student achievement data to be included</p> <p>a. Baseline Student Achievement Data - to be presented <b>on the 11th March.</b></p> <p>b. Principals Appraisal -</p> <p><b>MOTION:</b> The board approve the Focus Ed quote for Principal appraisal for Sita. <b>Approved:Ulu/Sally</b></p> <p>Principal Appraisal Sub-committee-Ulu &amp; Maggie</p> <p><b>ACTION:</b> <b>Sita to liase with Focus Ed for Initial meeting</b></p>
	2. Financial Reports		<p>c. DRAFT Jan Finance Report</p> <p>d. DRAFT 2018 end of year report - to be presented</p> <p><b>BUDGET:</b> Ulu moved motion for the board to approve the budget: Moved: Ulu/ All the board agreed</p>
	Chair to sign		<p>Novopay and Finance reports and Minutes.</p> <ul style="list-style-type: none"> <li>Trust end of year accounts</li> </ul> <p>Ulu will review and will send an email to the board.</p>
6	Minutes of December 2018 Board Meeting	Chair	<p>To approve and sign off the December 2018 Minutes. <b>APPROVED: Bruce/Kevin</b></p>
7	Matters arising	ALL	No matters arising
8	Agenda for next meeting	ALL	
9	Meeting Evaluation	ALL	
10	BOT Important Dates	4th March 2019- Whanau fono	
11	Meeting Closed		

## MINUTES RISE UP TRUST

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