



TE KĀPEHU WHETŪ

Navigating Māori Futures

Establishment Board of Trustees (EBoT)

Meeting Minutes

24 January 2019

Meeting Start: 10am

Present: EBoT - Raewyn Tipene (Chair), James Nair, Adrian Warren, Elisa Kawiti, Kaye Taylor
Kaylem Harris (Secretary), Hoana Te Aika (Kura Teina Pouhere)
MOE - Richard Abel (Advisor), Matiu Sword (Governance Facilitator)

Apologies: Nathan Matthews, Lindsay Dunn (Kura Tuakana Pouhere)

Mihi/Karakia: Adrian Warren

Conflicts of Interest:

1. Previous Minutes:

Resolution 1 – That the minutes of the previous EBoT meeting held on 19 December 2018 be accepted as a true and correct record of proceedings.

Moved: James Nair

Seconded: Adrian Warren *Carried*

Reports

2. Staffing – Elisa Kawiti

Staffing report circulated. Discussion re: current staffing. EBoT is comfortable with coverage of staffing gaps. Some curriculum areas are well covered and others lite nevertheless we are in good stead for 2019.

Resolution 2 – That the EBoT accept the staffing report dated 23 January 2019.

Moved: Elisa Kawiti

Seconded: James Nair *Carried*

3. Property – James Nair

Discussion re property updates – building issues resolved, reassignment process concluded. No issues raised by Richard Nolan except WDC building at 173 owned by Council. Purchase by MOE or HPMT is currently on Council agenda.

Tarewa Park – Kaye to action movement towards securing ownership/development for Kura Teina. Ongoing issues with ownership, suggested we 'up' our profile at Tarewa and erect pou to beautify but primarily identify as Kura Maori, existing signage restrictions in place.

4. Policy – Kaylem Harris

ERO Readiness Review – Kaylem presents ERO timeline for readiness review process.

Key dates: Wednesday 30th January, 4pm – Meet & Greet

W/B 18th Feb (TBC @ Meet & Greet) – Full Day Review

NZQA – Kaylem tables email from NZQA confirming Kura Tuakana application for consent to assess is at peer review stage, further correspondence should be received within the week confirming consent under our new provider code.

EBoT will expect a monthly report from the Pouhere against ERO review.

5. Financial

James presents financial updates - Budgets have been loaded, cash position of Kura Tuakana \$1.1m, Teina \$554k.

Resolution 5 – That the EBoT reimburse HPMT salaries paid from 1 November to 31 Dec 2018 for Kura Teina and Kura Tuakana as per invoices dated 23 January 2019.

Moved: James Nair

Seconded: Kaye Taylor

Carried



Resolution 5.1 – That the EBoT approves to purchase assets at book value and minor equipment and lab consumables at valuation as per attached schedule. Total for both Kura \$463,608.69.

Moved: James Nair

Seconded: Adrian Warren

Carried



Resolution 5.2 – That the EBoT reimburse He Puna Marama Trust for the CEO time involvement in establishing two separate Kura – Te Kapehu Whetu (Teina) and Te Kapehu Whetu (Tuakana) as per letter dated 29 June 2018. Invoices attached.

Moved: James Nair

Seconded: Elisa Kawiti

Carried



Resolution 5.3 – That the EBoT agree to transition the contracts for vehicles and ICT contracts as per quoted.

Moved: James Nair

Seconded: Kaye Taylor

Carried



Resolution 5.4 – That the EBoT agrees to enter into a contract of service between HPMT and both Kura for the provision of corporate and HR support services. These amounts have been budgeted for.

Moved: James Nair

Seconded: Adrian Warren

Carried



Corporate services include HR, Property, Health and Safety and Finance.

6. Budgets

2019 Budgets have been revised, alterations have been made in administration. ✓

Resolution 6 – That the EBoT accept the revised 2019 Budgets.

Moved: James Nair

Seconded: Kaye Taylor

Carried

James to update Financial Schedule of Delegations by next EBoT meeting.

7. General Business

Alternative constitution – Kaye presents letter from Minister of Education re: alternative constitution. Refer to point 2. Raewyn to draft what we want with Minister's letter and forward to Richard.

Education Review – Implications – Governance hub discussions.

Upcoming Events

- Powhiri for Governor General
- Investiture for Matua Hec Busby
- Crown Powhiri
- Laying of Mauri Stone for 28th Maori Battalion

Kura Start Dates

- Teina - 4th Feb
- Tuakana - 4th Feb (seniors only)
7th Feb - Whole School

Meeting closed: 12pm

