

**Minutes of the Board of Ko Taku Reo meeting  
held on 26 August 2022 commencing at 10.00am, in Auckland**

**Present:** Crystal Skinley, Rachel Coppage, Anthonie de Heer, Sina Aiolupotea-Aiono, Jennifer Smith Katya Blair, Nicola Gaskin, James Le Marquand, Sam Te Maari, , Anahera Strongman, Denise Powell (Chairperson), Krista Clifford

**Apologies:** **None**

**Secretary:** Cindy Cascalheira

**Interpreters:** Donna Baynes and Catherine Winfrey

**In Attendance:** Alison Kagen for Health and Safety and Matthew Koning and Mike Rondell - for Finance section.

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**APOLOGIES –** None

**WELCOME**

James Le Marquand opened with a karakia at 10:03am  
Welcome to our student representatives and welcome especially to Anahera Strongman to her first Board meeting

**HOUSE KEEPING**

**CONFLICT OF INTEREST DECLARATIONS and Updates**

Sam Te Maari has stood down from the NZSL board

**FINANCE**

**HR and Health and Safety**

Alison Kagen presented to the board.  
AK is the HR Operational and Health and Safety Lead  
Graeme Bisseker – Head of HR joined via zoom for this session

RC thanked AK and GB for being here today to support the others in the HR committee  
GB explained that we have appointed new HR business partners which are new positions in the school and will be supporting AK  
A lot of work has gone into developing processes and structure in the Health and Safety area

Currently around 26 vacant positions in banked staffing

Long term business development planning – talking to first year students, attracting new graduates etc is a project one of our business partners are working on

Currently we require a 3 year minimum experience in mainstream – this can be a barrier for our Deaf staff – KC JLM – currently we have a teacher that we are supporting in the mainstream and this has had its barriers too, but we are in a place of change and we are moving forward in this area

Teacher of the Deaf study awards are only available if the teacher is working within Deaf Education  
The mentoring process could be and needs to be improved  
HR subcommittee is being formed around this

Risk committee registers – what does the board want to see and if the subcommittee is dealing with most of the issues, do we need to see it? ADH

Agreed that the risk register needs to be at board level but the incident/accident register is dealt with at the subcommittee

**ACTION:** A risk register needs to be provided to the board at each meeting

There is culture change that needs to happen

Wellbeing is proven to reduced Health and Safety risks

H&S software is being looked at which will include things like – having a QR code on each work vehicle which will allow easy access to logging incidents etc

AK agreed a risk registered will be included in the reporting going forward

**Next steps:**

- Change in culture and behavior
- Once we have a system that's easier to use and report we will see more incidents / reports being reported – in process with the Project Management Office (PMO)
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Mike Rondel and Matthew Konning joined the meeting at xxx

**FINANCE**

2021 financial statements – with the auditor not yet returned

Financial results for the year to end of June surplus \$36k, deficit of \$1.8m – usual issues of struggling to fill salaried positions

Capital expenditure for first 6 months of the year – CAPEX of \$1m but to end of June we only spent \$250k

**BANKED STAFFING**

\$208k under usages

Supplementary resourcing notice received - \$3m towards NZSL@schools activity

This is additional funding from the MoE to support NZSL@school and this money will be used for CSWs and their operational costs

## Overseas Travel

### Resolution required:

**Moved:** The board has considered the nature of the overseas travel and having reviewed the completed Funding Overseas Travel Using Crown Funding Checklists deem the overseas travel to be appropriate.

Crystal Skinley / Sam Te Maari

**CARRIED**

In future there will be the opportunity for all staff to travel if appropriate now that we are starting to open our boarders

## PROPERTY

Taken as read

Sumner site – money is being spent on the site because we need to keep things running, but we are very conscious of the money we are spending on this site

### Sensory property group – Ko Taku Reo, BLENNZ and MoE

These are very productive meetings, lots of buy in and engagement from the MoE which is good to see Property assessments / conditions spreadsheet has been created across the 42 sites we operate in around the country highlighting the needs, students needs, our needs and then discussions around rebuilds, upgrade, shared spaced with BLENNZ etc

National data set is being proactively worked on by the MoE – and then how this data is shared / Privacy etc Opportunities to link in with Maori language / Maori organisations

KIDS FIRST programme is an example of the opportunities we have to be working in partnership with other organisations

RC thanked Mike Rondel for his involvement with the board and thanked Matthew Koning as well

MK thanked the board for their engagement with finance and the good questions that always come from the reports / sessions

DP thanked Anthony De Heer for his involvement in the finance team as well

## PREVIOUS MINUTES

**ACTION** to be followed up from the last meeting

Gift for staff for Ko Taku Reo anniversary

**ACTION:** CC to redo the minutes and resend them out

## PRINCIPAL'S REPORT

Taken as Read

KVP report has been received

- More people supporting the change than not
- Strong Maori and Pasifika voice
- Pedagogical language pathways are important to them, it is more than just the buildings
- Jan Tinetti attending a meeting with the KVP group to be part of the story and helping moving this forward

Discussions around what opportunities the KVP will bring to us, our students, our staff

## **NZSL@schools**

The government has announced \$6.5m budget focused on training mainstream teachers in the use of NZSL across 150 school – this will provide a surface touch but nothing more than that  
The money will go to an organisation that has tendered for this work

Note in budget 2022 there were pots of money allocated under the NZSL banner – some went to KTR to NZSL@school, some to Deaf Aotearoa in First signs but this \$6.5m will be going to an organisation yet to be determined.

Discussions around the need to know when this is placed on GETS and then who has won this tender as it forms an important part of the ongoing workforce issues,  
Workforce

We want to be part of the solution

Language development, maintenance and invigoration is needed. Our Maori and Pacific Ministers understand. We need to push our agenda with Te Reo, Pacific Languages Strategy - for our Maori, Pacific tamariki

The risk to us and our students is that we don't lose staff to this new initiative as there is a limited number of people available to do the NZSL teaching.

The board expressed its concern and disappointment around the lack of consultation to date but acknowledged that we will have 2 staff attending a working group to discuss next steps  
The Board expressed concern about the impact of this initiative to our school

**ACTION:** JS will formulate a statement to be circulated to the board

Board discussed the abuse in care statement from the MoE and were concerned that some of the information may not have been understood by the commission especially around the current context of deaf education.

JLM has met with Minister Jan Tinetti – talking about our future state and where we need to be heading

DP thanked JLM for his report and his acknowledgement of the current board.

## **CORRESPONDENCE**

### **Inwards / Outwards**

Taken as read

**Moved:** That the inwards correspondence be accepted.

Krista Clifford / Anahera Strongman  
**CARRIED**

**Moved:** That the outwards correspondence be accepted.

Krista Clifford / Anahera Strongman  
**CARRIED**

**In-Committee at 1:09pm**

Anthonie De Heer / Crystal Skinley  
**CARRIED**

**Out of Committee 2.51pm**

Crystal Skinley / Anthonie De Heer  
**CARRIED**

Sam closed with a Karakia at 2:57pm

**Denise Powell** ended the meeting at 2:58pm

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Denise Powell  
**Chairperson**

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**Date**

DRAFT