

**Minutes of the Board of Ko Taku Reo meeting  
held on 30 June commencing at 1.00pm, in Auckland**

**Present:** Denise Powell, Mike Rondel

**Apologies:** **None**

**Secretary:** Cindy Cascalheira

---

**APOLOGIES –** None

**WELCOME**

**HOUSE KEEPING**

**CONFLICT OF INTEREST DECLARATIONS and Updates**

No new updates

**Previous minutes**

The minutes from the meeting held on the 30<sup>th</sup> March 2023 were accepted as true and correct

**Finance and HR update**

Through committee meetings, the commissioner received updates on:

- Finance and Property
- HR
- Risk and Compliance

**Executive Principal's Report**

- The focus of the report was the students
- The school has been involved in really good work for students
- Academic achievement and wellbeing was focused on
  - Curriculum
    - o Student focused
- Looking ahead we are focused on
  - o Engaging with parents and whanau
  - o Engaging the community
- Discussions around where to next with the Director of Teaching and Learning role
- Professional Development for staff to support our students

**Reporting**

- The structure of the reporting is working well
- Senior leaders for each of the areas report on their own area
- Executive Principal then does an executive summary

**ACTION:** we will ask 3 of each of the senior leaders to come to the board meeting, to thank everyone for their report and talk through their highlights

**Outreach school**

- Target of 90% was not reached for return on consent forms (71% was achieved)
- But a positive outcome even though the target was not met, contact was made

**Challenges**

- Information needed to be collected manually, this can be done through our new Compass system, upskilling is needed on how to use this new system to its full potential
- Student numbers, Manawatu (+ 22%) and Gisborne (+29%) were of significant growth over that time period. Actions for staffing have been put in place to accommodate these significant shifts in student numbers.

**ACTION:** LG to explain the increase in the Gisborne area specifically and explain how we then plan to staff this region

- Why this increase
- Any indication if this is long term and if so how do we plan to staff this increase

**Communication and resources**

- The staffing interpreter bookings for May were extraordinary high – AT to explain the reason for this

Mike Rondel closed the meeting

  
 .....

Mike Rondel  
**Commissioner**

13.07.2023  
 .....

**Date**