Charter School Authorisation Board
Te Poari Whakamana Kura Hourua

Minutes

Date and time	Tuesday 8 September 2026, 10:00am – 3:00pm
Venue	Te Iho, Room 8.06, Cnr Bowen Street and Lambton Quay, Wellington 6011
Members	Justine Mahon (Chair), Neil Paviour-Smith, Dee-Ann Wolferstan, Doran Wyatt, Catherine Isaac, Rōpata Taylor, Dame Elizabeth Rata
Apologies	Neil Paviour-Smith [from 2:00pm]
Attendees	Sean Teddy, Chief Executive 9(2)(a), 9(2)(g)(ii) Secretariat and Ministerial Lead Quandala Tuala, Administrator
Presenters	Item 4.1, 4.2 Juliette Hayes, Head of Performance and Monitoring Item 5.1, 5.2, 5.3 Juliette Hayes, Head of Performance and Monitoring and Evan Blackie, Principal Analyst Item 6.1 Jacqueline White, Principal Operational Policy Advisor Item 7.1 Charles Darr, New Zealand Council for Educational Research (NZCER)

1. Board only time

Board only session from 10:35am to 10:47am.

2. Meeting Administration

The meeting commenced at 10:47am.
The Chair welcomed members and opened the meeting. The Board reviewed the interests register noting removals and additions for one member and confirmed the agenda. Item 8.1 Authorisation Board Draft Annual Report will be circulated out of cycle for Board feedback and comment.

3. Agency Updates

The Board **noted** the CSA Fortnightly Reports for 21 August 2026 and 4 September 2026.

The Board **discussed**:

- Advice on reporting improvements.
- media reporting and correcting inaccuracies The Board requested:
    - an update on actions taken to respond to reporting[BAP-26-089].
- Progress on the first school conversion, which remains on track, with payroll, staffing, and contract term length being undertaken. Out-of-cycle Board approval (contract

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term) will be required once advice from ERO and the Ministry of Education has been received.
- The longer-term direction of the conversion policy.
- Property policy settings.
- CEO updated the Board on 9(2)(ba)(ii)

Action

Number	Description	Due Date
BAP-26-090	**Building confidence in reporting** Advice on reporting improvements with the CSA to bring options back to the Board for consideration.	November 2026
BAP-26-091	**Out-of-cycle Board approval** Pakaraka School (contract term) will be required once advice from ERO and the Ministry of Education has been received.	September OOC

4. Applications and contracting

4.1 Sisters United Limited application to extend to years 7and 8 (Decision)

The Board **discussed** the paper **noting** the provision of specific arrangements for years 7 and 8.

The Board **approved** the application from Sisters United Limited to extend Sisters United Academy year levels to Years 7 and 8 in 2028.

Moved: Justine Mahon
Seconded: Neil Paviour-Smith
Carried

Action

Number	Description	Due Date
BAP-26-092	**Letter to Sisters United Limited** • Advising them of the approval to extend their year levels to Years 7 and 8 in 2028.	September 2026

4.2 Outreach report (Noting)

The Board **noted** the outreach report. The CSA updated on progress on converting schools and the Board extended an invitation to potential sponsors to attend a future meeting.

4.3 BAP26-083: Response from 9(2)(ba)(ii)

The Board **discussed** the response from 9(2)(ba)(ii) and reconfirmed consultation to take place in September 2026.

The Board **requested** the CSA invite 9(2)(ba)(ii) to attend the October meeting.

Action

Number	Description	Due Date
BAP-26-093	**Invitation** 9(2)(ba)(ii) Interview with the Board.	October 2026
BAP-26-094	**Consultation** Undertake Board consultation - CEO to attend.	September 2026

5. Performance and Monitoring

Evan Blackie joined the meeting at 11:33am

5.1 Charter School Attendance Data Term 2 2026

The Board **noted** the term 2 regular attendance data for charter schools and the emerging trends and patterns in attendance. CSA presented additional data for Busy School and Te Aratika.

The Board agreed that assessment should focus on truancy and unjustified absences rather than illness-related absences, as sickness can distort overall attendance rates.

Members noted charter schools' low levels of truancy and unjustified absence, particularly in supporting vulnerable and disengaged students.

The Board agreed to invite representatives from The BUSY School New Zealand and Te Aratika High School to attend a future meeting to provide an overview of their programmes, progress, and current priorities.

Action

Number	Description	Due Date
BAP-26-095	**Invite the sponsors and representatives of The BUSY School New Zealand and Te Aratika High School** • to meet the Board in October • discussion to focus on progress in relation to original proposals approved by the Board.	October 2026

5.2 Interim Achievement Data Report

The Board **discussed** achievement data and measurement particularly for schools with diverse learners, specialist programmes and schools with alternative curricula. Members noted the importance of tracking individual student progress over time

The Board acknowledged that standardised assessments may not be appropriate for all students. Further discussion to occur in Item 7.1

5.3 Enrolment Growth – 1 September Update

The Board **discussed** enrolment growth noting the CSA is monitoring low rolls for three schools and will report back in October with updated growth plans from these sponsors; that there will be a further update in October, with updated projections and growth plans.

Action

Number	Description	Due Date
BAP-26-096	**Report on projections** 9(2)(ba)(ii) [redacted] • 9(2)(ba)(ii) [redacted]	October 2026

Juliette Hayes left the meeting at 12:00pm

6. Advice to Government

6.1 BAP26-088 Briefing to the incoming Minister

The Board **agreed** to provide strategic and policy topics advice throughthe Annual Report.

Note closure of AP-26-088.

7. Assessment Workshop

7.1 BAP26-063 Assessment methodologies

Charles Darr from New Zealand Council for Educational Research (NZCER) joined the meeting at 1:15pm

The discussion focused on how charter schools could use a range of assessment approaches while still providing accountability, evidence of student progress and demonstrate that education is being delivered to at least the same standard as an equivalent state school.

It was acknowledged that the focus should be on understanding the strengths and limitations of various assessment tools, including those developed internationally.

Action

Number	Description	Due Date
BAP-26-097	**NZCER Briefing Paper** On assessment options.	October 2026

Charles Darr left the meeting at 2:00pm

8. Meeting Closure

8.1 BAP26-087 Authorisation Board Draft Annual Report 2025/26

The Board provided additions to the Annual Report. An updated report will be forwarded out of cycle for feedback and final additions and changes.

8.2 Ratification of previous minutes

The Board **ratified** the minutes for the meeting held 21 July 2026 as true and correct and **approved** them for proactive release.

Moved: Dee-Ann Wolferstan

Seconded: Justine Mahon

Carried

The Board **ratified** the minutes for the meeting held on 11 August 2026 as true and correct and **approved** them for proactive release.
Moved: Dee-Ann Wolferstan
Seconded: Elizabeth Rata
Carried

8.3 Forward Agenda
The Board **noted** the forward agenda and the schedule of upcoming meetings, which are to be held in person in October and online in November and December, subject to confirmation.

8.4 Action Register
The Board **noted** the action register and closed items as indicated.

8.5 Correspondence for noting
Correspondence was **noted.**
The Chair thanked members and officials for their contributions.

Meeting closure

The meeting closed at 2:30pm
The next meeting will be in person on Tuesday 13 October 2026.

Ratification

These minutes are ratified by the Charter School Authorisation Board as the true and correct record of the meeting held on the Tuesday 8 September 2026 and are signed on behalf of the Board by the Chair.

Signature:	Date ratified: Date signed: