



## Terms of Reference for Advisory Group on Charter Schools

### Role of the group

The primary role of the Advisory Group on Charter Schools is to advise the Minister of Education in relation to the educational performance of Partnership Schools Kura Hourua (charter schools).<sup>1</sup> This will include the regular monitoring and review of the performance of charter schools.

The Minister may, from time to time, ask the Advisory Group to provide further advice to him on other charter school related matters.

### Process

The Board may determine its own procedures.

In the course of carrying out its procedures the Advisory Group will:

- Regularly review each charter school's performance against agreed performance targets; and
- Periodically, or by request, report to the Minister on each schools performance. These reports will provide recommendations on appropriate action to take, in the event of non-performance of a school.

### Out of scope

The Minister does not expect the Advisory Group to provide advice or be involved in the separate processes to establish State schools, for any sponsor that may apply.

If a charter school closes as a charter school and a State school opens following the successful application from a charter school sponsor, the Advisory group will only provide advice and be involved if agreed by the Minister.

### Relationship with other bodies

The Advisory Group will source information from the Education Review Office and its review process for Charter Schools.

The Advisory Group will be provided with the performance and accounting data that is provided by the schools to the Secretary for Education.

The Advisory Group will be supported by a secretariat from the Ministry of Education, and will provide reports to the Minister on monitoring, and any other charter school related matters, as may be requested from time-to-time by the Minister.

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<sup>1</sup> Note under Section 158C(1) of the Education Act 1989 (Annex One) (the Act) states (in respect of Partnership Schools Kura Hourua, commonly referred to as charter schools) that the Minister of Education "must appoint an advisory group, consisting of at least five, but no more than nine, members for the purpose of advising the Minister in relation to:

- a) The approval of sponsors under section 158B; and
- b) The educational performance of partnership schools kura hourua."

However, as there is no intention to run further application rounds, the remit of this advisory group has been focussed on the second of these purposes.

Charter school sponsors have agreed to provide the Advisory Group with all reasonable assistance for the Advisory Group to undertake its role advising the Minister.

### **Resources**

The Ministry of Education will provide the organisational support and resources required by the Advisory Group for it to carry out its functions.

The Advisory Group may access external resources and support which it deems necessary to undertake its work, as agreed with the Ministry of Education.

### **Confidentiality and Official Information**

Advice and recommendations provided by members of the Advisory Group will be treated in confidence. Members will not disclose any confidential material provided to the Advisory Group by officials. The Official Information Act 1982 will apply to the activities of the Advisory Group.

### **Public statements**

Any public statements made from the Advisory Group will be made by the Chair.

### **Timeframe**

Appointments to the Advisory Group will be for a specified period.

A regular schedule of meetings will be established.

### **Good faith**

Members of the Advisory Group are expected to act in good faith and on a 'no surprises' basis.

Members are required to declare any potential conflicts of interest. A conflict register will be maintained and updated regularly. The Chair will be responsible for deciding how to manage any conflicts (in the case of the conflict involving the Chair, the Ministry of Education will have responsibility for these decisions).