

<b>Location:</b>	TRCC, 221 Newlands Road, Newlands, Wellington 6037
<b>Date:</b>	THURSDAY, 23 August, 2018
<b>Time:</b>	4:00-5:30pm
<b>Chairperson:</b>	Kathryn Levy
<b>Apologies:</b>	
<b>Whakataukī</b>	<p><b>Ka pū te ruha, ka hao te rangatahi</b>  <i>As an old net withers another is remade</i></p>

**Items:**

<b>1</b>	<b>Minutes of the meeting of 2 August 2018</b>	Kathryn
<b>1.1</b>	Matters arising from the minutes	
<b>2</b>	<b>Review of TRCC - updates</b>	Kathryn
<b>2.1</b>	MoE Update	
<b>2.2</b>	Networks of Expertise	
	2.2.1 Collaboration between NoE and TRCC PLD Courses	
<b>2.3</b>	MoE and Variation 3	Chris O
	2.3.1 2016-2019 contract shortfall	
<b>3.</b>	<b>Courses</b>	Eseta
<b>3.1</b>	Update of 2018-19 courses	
	Empowering Health Education – 109	
	Exploring Places: Mapping Spaces - 36	
	My Story, Your Story, The Story – 21	
	Cultural Responsive Pedagogy – new Course Director James Graham	
<b>3.2</b>	TRCC Course Director and Planning Committee Guide Booklet	
<b>4</b>	<b>Correspondence</b>	Eseta
<b>4.1</b>	Charity AGM	
<b>5</b>	<b>Internet, Website</b>	Eseta
<b>5.1</b>	Update on progress	
<b>6</b>	<b>General Business</b>	Kathryn
<b>6.1</b>	Heating in the office	
<b>7</b>	<b>Other</b>	Kathryn
	<b>In Committee</b>	Kathryn
<b>8</b>	Review of Eseta's remote working arrangements	

**Correspondence IN -****27 July -17 August , 2018**

DATE	FROM	RE
30 Jul	HATA – Melanie Simmons (St. Pauls)	Phone call to ask if any courses have pulled out. Melanie seeking any other possible support from TRCC.
1 Aug	Above & Beyond	Points balance 7216.82
2 Aug	APX report	Report of travel spending compared to this time 2017.
3 Aug	Anyware to ITNZ	Trouble shooting re registrations not showing up on database.
3 Aug	John McEwan	Acknowledged Wellbeing course cancelled, and he is able to use the flight he booked to Wellington.
3 Aug	Fuimaono Karl Pulotu Endermann	Faafetai for letting him know re Wellbeing Course. Best wishes
5 Aug	Mary Pupich	Acknowledged Wellbeing Course being cancelled.
6 Aug	Marcus	Acknowledged Wellbeing Course being cancelled.
8 Aug	Dr James Graham	Introduction and set up to meet (Senior Lecturer School of Teacher Edn, UC
16 Aug	ARLO Jason	Forms still needing to be set up.
17 Aug	Charities Commission	Invitation to the Charities Annual General Meeting- Auckland, Fale O Samoa

**Correspondence OUT-**

DATE	TO	RE
29 Jul	MrRental	Send invoice for CTT and AEPL
30 Jul	Karyl Puklowski, Joe Graham Alt Edn	Alt Edn update of Course Director, planners, dates, location
	Ceci de Boo	TENZ update of Course Director, planners, dates, location
	Lesieli Togati'o	Tātai Angitu (Massey Uni) update of course progress.
	Trevor Jeffries	Set up planning meeting date
16 Aug	ARLO Jason	Paul Gillingham will contact him re the forms set up on ARLO
17 Aug	Charities Commission	Registered for two people.