



Death by Meeting

Shea McEvoy & Amy Kaukau



Ko Viola te waka



No Matamata ahau



Ko Mike toku hoa Tāne
Ko Luca raua ko Pikia raua ko
Alfie raua ōku tama

Ko Kaukau toku whānau

KO AMY TOKU INGOA



Ko Waikato te awa



Ko Wairere Falls
te maunga



Ko Patrick Mikkelsen raua ko
Claire Mikkelsen ōku mātua

Ko Mikkelsen toku whānau



KO SHEA TOKU INGOA





Outline of the session

01

Scene setting

What does Hui and Meeting mean?

02

Kaupapa

Setting the kaupapa/ways of working

03

Things to consider

Some ideas and tools to use to get the most out of your meetings & hui

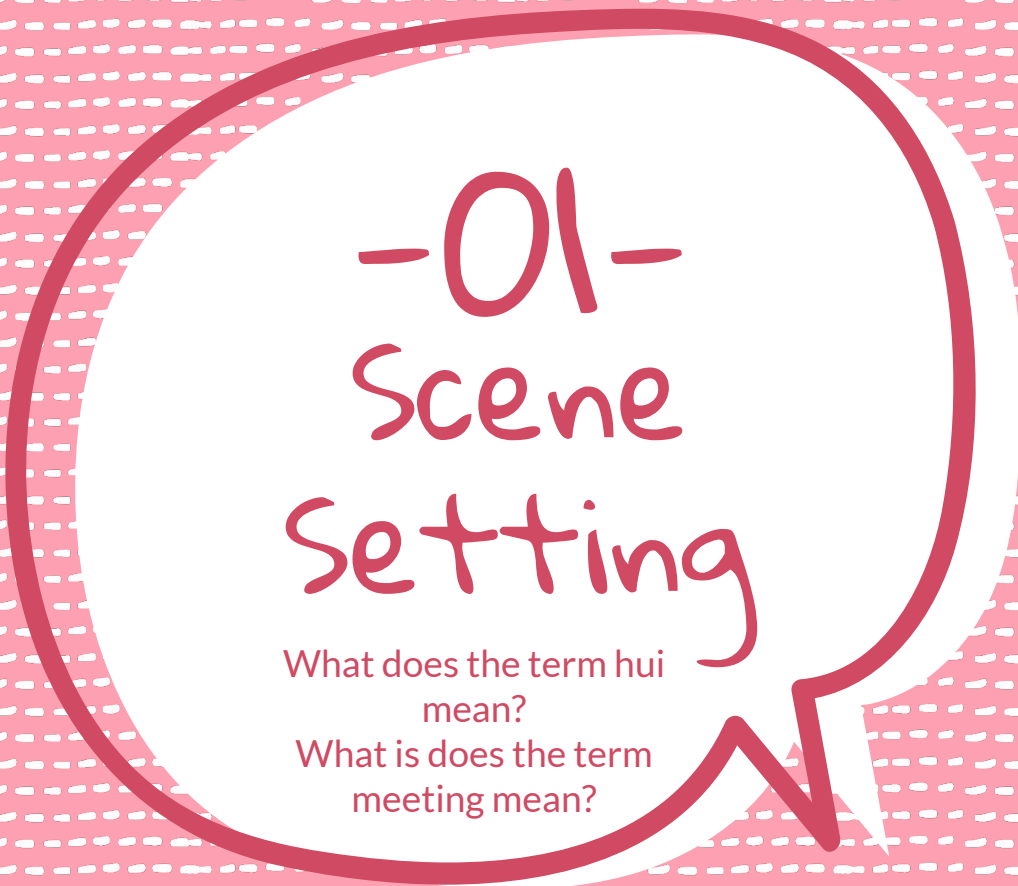
04

Leading up

Middle leadership, the ham and cheese in the sandwich



Whanaungatanga



-01- Scene Setting

What does the term hui
mean?

What is does the term
meeting mean?

Meetings & Hui

Are they the same?
Are there differences?

Meeting



ORGANISATION

BEGINS WITH PLANNING

HAS A PURPOSE

WHO? WHEN? WHERE? HOW LONG?

AGENDA

CIRCULATED PRIOR TO THE MEETING

FACILITATOR

ENSURES THE AGENDA IS FOLLOWED AND
EACH ITEM STICKS TO TIME

RECORDING MINUTES

ROLE ALLOCATED

STRUCTURE

START; MIDDLE; END

1. O'Rourke & Barnett, 2008
2. Sligo & Bathurst, 2005; O'Rourke & Barnett, 2008

Hui characteristics

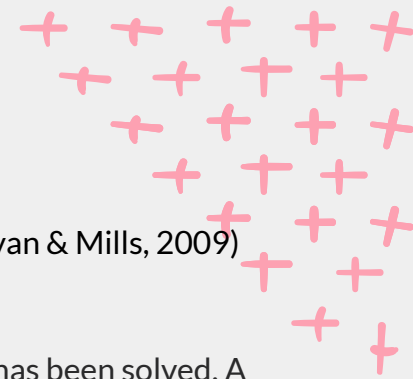
Hui provide a forum where **all views are heard** and a **consensus decision is reached** (O'Sullivan & Mills, 2009).

Kaupapa (maori way of doing things) will **guide the development of the ngātake** (agenda) (O'Sullivan & Mills, 2009).

Some **formal proceedings can occur** e.g. mihimihi (sharing of names and brief personal introduction) or whakatau (Speeches of welcome) sometimes can be a full powhiri if an important guest comes to participate in a hui (O'Sullivan & Mills, 2009)

Kanohi ki te kanohi is preferred especially when serious issues need to be discussed. The right people are carefully selected to attend the hui because of the contributions they make, otherwise not a good use of their time (Sligo & Bathurst, 2005)

Hui characteristics

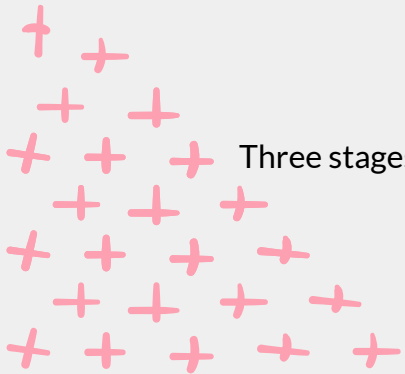


Participants provide a koha (food or money) in recognition to the facilitators hospitality (O'Sullivan & Mills, 2009)

There are no constraints on time when an issue has to be 'hui-ed'. The hui is there until the issue has been solved. A census is sought and that it may take some time (De Vito et al, 1996; Silgo, 1988).

Therefore decisions have a high level of community ownership which over the long term lead to greater efficiency and less time revisiting issues than is possible as a results of the time-constrained western-style meeting (O'Sullivan & Mills, 2009)

Three stages (pre-meeting activities, set-up functions, and meeting execution (Bostrom, 1989)



HUI

The First Hui

In the beginning Ranginui, the Sky father and Papatūānuku, the Earth mother held each other in a close embrace which denied their children light and space. Their children however desired to end this world of darkness and confinement and so they gathered together to determine how they could let light into the world. This gathering of Ranginui and Papatūānuku's children was the first hui. (Ministry of Justice, 2001)

The above story is a *kōrero tawhito* (myth and legend) of Māori, the indigenous people of New Zealand. Such stories reflect the philosophies, ideals and norms of Māori *tipuna* (elders, ancestors) providing an outward projection of an ideal against which human performance can be measured and perfected (Walker, 1978). This first *hui* sought to find ways to bring light into a world of darkness and metaphorically *hui* are still used for this purpose.

John O'Sullivan and Colleen Mills

The Maori Cultural Institution of Hui: When Meeting Means More Than a Meeting

-02-

Hui Kaupapa 1
Meeting principles

What is your hui kaupapa?

The way of doing things which informs your agenda?

Karakia (start and finish)

Whanaungatanga at the start

Shared expectations of how the meeting is run?

Sharing of **kai**?

x

x

x

x

x

x

x

x

x

x

x

What do you do for **visitors** in a hui?

Face to face vs online

Whakapapa - time to reflect at end on whether we stuck to kaupapa

2020 RSHS HPE WAYS OF WORKING

GUIDING PRINCIPLES

- Akonga at the front of our thinking
- Leaders of learning aka walking the talk
- Collaborative as a team
- HPE community
- Aligning to schools vision
- Interconnected- self other and societal
- 'Personal growth- 'being limitless'

HOW WE WORK TOGETHER

- Think the best of each other (see understanding not assumptions)
- Tight team unit
- Mind the 80
- Find humour
- Solutions focussed
- High expectations

OUR PURPOSE

- Well being is holistic is 'a thing'
- Build a positive relationship students have with physical activity and learning
- Contribution to society- we all make a contribution so let's make it positive
- Confident students to find delight in physical activity which leads to lifelong participation

WE WANT TO CREATE

- Learning that is to the edges of the curriculum, extending ourselves and learners
- Authentic contexts and innovative thinkers
- A range of skills and capabilities that are transferable for students
- A positive/humming Vibe HPE Dept and beyond

PIKI AKE

- Learning modes
- Ways to support good practice
- Modes of assessment and integrated tasks
- TC's - smashing them
- Modes of learning in our teaching practices
- Department policies and practices

HOLA SHARED VISIONING - How do we work together?

When we work together, we are:

COLLABORATIVE	<p>This means we:</p> <ul style="list-style-type: none"> • Consider all ideas with an open mind • Challenge ideas respectfully • Contribute constructively • Encourage and invite others to be critical.
	<p>This looks and sounds like:</p> <ul style="list-style-type: none"> • Focusing on the mahi in front of us. • Curious questioning. • Contributing in various ways. • Noticing the voices that need to be included and inviting them in.
PROACTIVE	<p>This means we:</p> <ul style="list-style-type: none"> • Come to all hui prepared. • Get what needs to be completed on time. • Communicate clearly and consistently.
	<p>This looks and sounds like:</p> <ul style="list-style-type: none"> • Being prepared. Arrive at hui having read all necessary materials and information. • Exhibiting a commitment to meeting timelines and expectations. • Straightforwardly articulating thoughts and ideas. • Fostering consistent and transparent communication. • Ensuring that information is conveyed effectively to avoid misunderstandings.
MANA ENHANCING	<p>This means we:</p> <ul style="list-style-type: none"> • Are mindful of our tone and voice when we speak to and of others. • Recognise that our colleagues are qualified professionals. • Give and receive feedback professionally, not personally. • Have each other's backs and check in with each other.
	<p>This looks and sounds like:</p> <ul style="list-style-type: none"> • Choosing words carefully to uplift others. • Promoting empathy and considerate interactions. • Prioritising seeing individuals beyond their roles. • Fostering a culture of knowledge-sharing.



PENZ TAKA BOARD HUI
KAUPAPA

O1

COOL STORY BRO

Keep each other in check if we start straying from the agenda item.

Make sure everyone gets a chance to speak up, and when they do, really tune in.

Respond if what is being said brings something valuable to the table.

O2

DINNER AT TREV'S

Make time for whanaungatanga.

Recognise the importance of both work and play.

Find the sweet spot between being playful and maintaining professionalism.

O3

DON'T HATE THE PLAYER. HATE THE GAME.

Distinguish the individual from their ideas.

Embrace critical thinking and welcome challenges.

Take time to reflect, as it makes space for personal and collective growth.

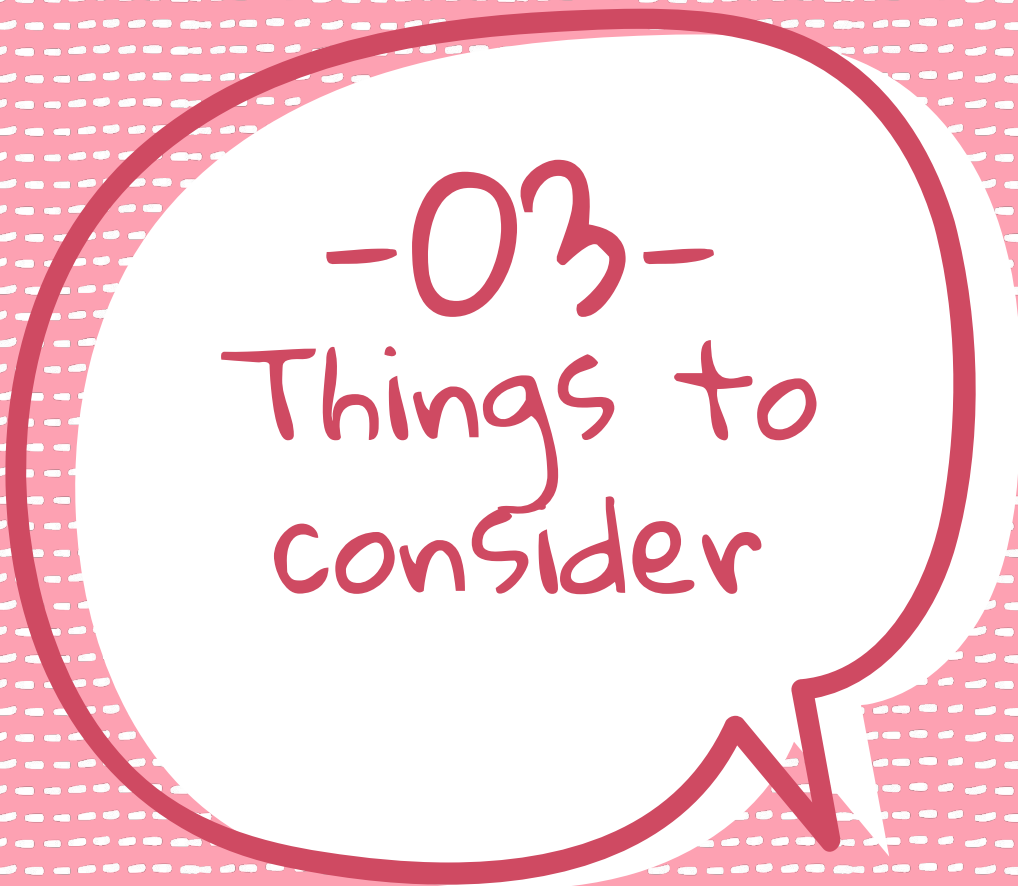
O4

SHOW UP, DRESSED UP

Bring your A game, do the pre-reading and be present.

Stay true to our values always.

Know our Board goals, fuel them, measure them and go after the #gainz.



-03-
Things to
consider



Things to consider

Cycling a range of meeting and hui eg quick action and information vs strategy and collaboration within your department meetings

Where does professional learning fit within your team hui/meetings?

Having the most important items at the start - discussion items, and Information only items at the bottom



Things to consider

A.O.B. don't do it.

If doing a hui - eg wanting census on a agreed action use scrap and draft paper. Do not use printed copies. This looks complete and will get less input.

Take turns leading the meeting

DATE - Tuesday 10th August
Location: Pouwhakarae
Present:
Apologies:

Chair / Facilitating: AKA
Minutes: PBU



ITEM	WHO	TIME	DISCUSSION	AGREED ACTIONS
USEFUL LINKS: AUDIT LINK // ASSESSMENT HPE LINK // TCS // VISIBLE LEARNING // HPE BIBLE // Planning doc folder // Learning modes // Assessment BANK				
HEALTH & PE 2021 ACTION PLAN - Please read the goals set for 2021				
Whakawhanaung atanga	AKA 15min	3.15pm -3.30pm	AKA - drop gear in <u>Pouwhakarae</u> and meet <u>on playground</u> .	
UDL PL	Sarah (30min)	3.50 Pm- 4.20pm	<p>Sarah is coming in to look at your learning and assessment tasks and what changes could you make</p> <p>Please link in here a piece of work or as assessment task you would like the group to look at and plus one it - PLEASE ACTION BY MONDAY NIGHT FOR SARAH TO PRE LOOK AT</p> <p>HPE assessments/Task AKA/NBR Tourism - CLICK HERE PBU- RESPRO / RESPRO inclusive. SLIDES / ILA HANDBOOK #1. #2. #3 MHA - CLICK HERE MAJ - CLICK HERE CSC - US8824 US9677</p>	<p>Actions - action changes and adaptations</p> <p>Key</p> <ul style="list-style-type: none"> - Get someone from other <u>dept</u> that <u>dosent</u> understand language to look over - Less is more e.g instead of compare and contrast - 3 similarities and 3 differences - Evaluate - what does that even mean? Bring it down to a 10 year

Matauranga Maori PL	Whana u HUI 20min	4.20 Pm- 4.40 pm	<p>Please read article here prior to meeting - <i>Māori Culture Counts:</i> <i>A Case Study of the Waikato Chiefs</i> Pg 101 - CLICK HERE</p> <p><i>Then be ready to answer the following questions as a discussion</i></p> <p>What? - what was the article about summarise in your words SO what? What did it get you thinking about HPE and your practice Now what? What could you do in your lessons over next fortnight to explicitly plan a Matauranga Maor approach to your learning?</p>	<p>Next meeting - share back a Matauranga Maori approach you have explicitly planned for in your teaching of HPE or whanau time/Puna time</p>
Information only				
Gear shed - inventory			<p>Click here - <u>how we going</u> with this due friday?</p> <ul style="list-style-type: none"> You have been allocated a gear shed to complete inventory on.. This helps AKA and AM to do the budget for 2022. The expectation is that you pump up balls and tidy the space as well. You have been paired with people <u>with same non contacts</u>. 	Due - Friday Week 3
Learning Templates			<p>This link has a lot of information and activities to applying critical and creative thinking to your lessons</p> <p>https://app.education.nsw.gov.au/digital-learning-selector/LearningActivity/Browser?cache_id=8de6d#.YQ3Oz3i3wis.twitter</p>	
Accord Day plan			Accord Day Plan:	



Otter.ai

Use of AI

Transcribe the meetings in real-time.

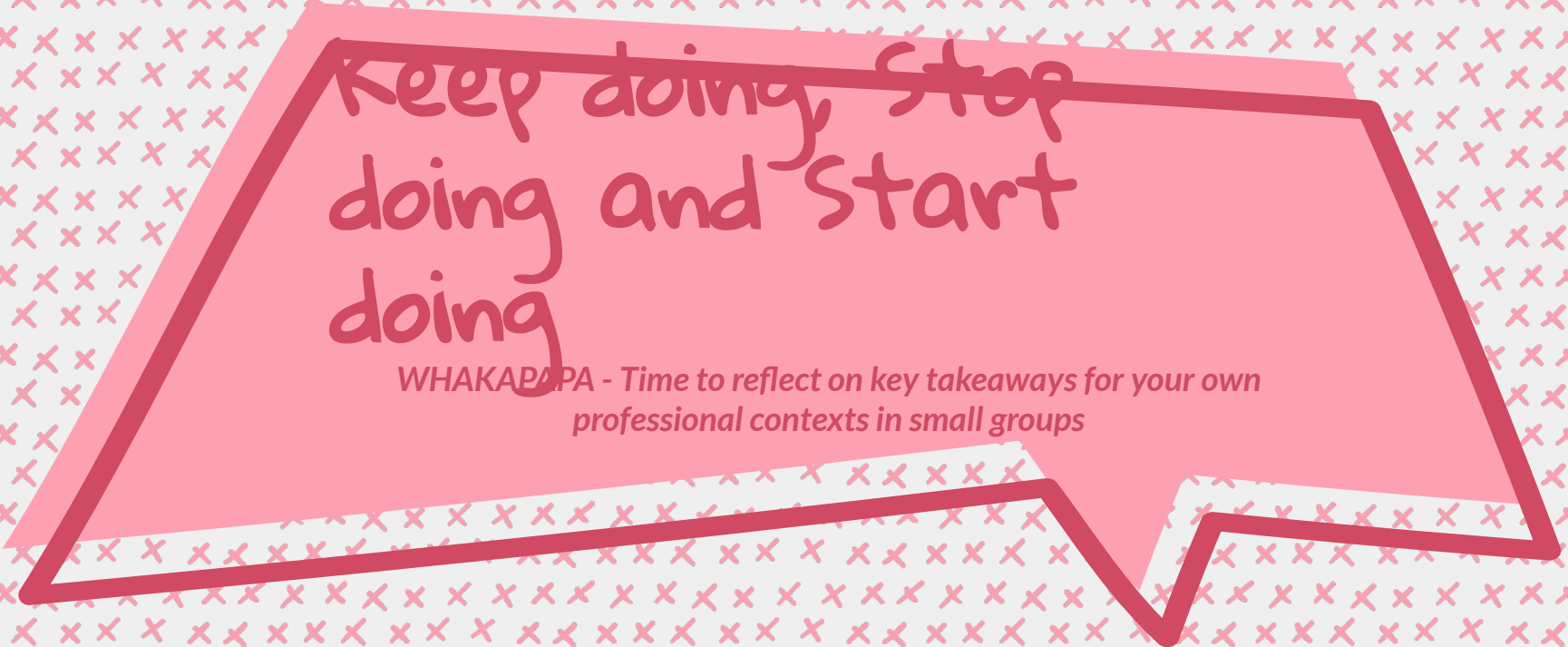
Participants can ask questions and collaborate in real-time with the transcription

Summarise key points and actions



-04-

The Art of
Leading up



Keep doing, Stop
doing and Start
doing

WHAKAPAPA - Time to reflect on key takeaways for your own
professional contexts in small groups

Tēnā rawe atu koe! Thank you very much!

He patai?

Do you have any questions?

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upcoming events

12/02

Mercury is the smallest planet
in the Solar System

20/04

Despite being red, Mars is
actually a cold place

04/05

Jupiter is the biggest planet in
the Solar System

08/08

Neptune is the eighth and
farthest planet from the Sun

05/10

Venus, the second planet from
the Sun, has a beautiful name

13/12

Saturn is composed mostly of
hydrogen and helium