

Principal’s Report - St Mary’s School

December 2019

School Roll: (March Roll return data)

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|  | March 2020 (predicted) | March 2019 | March 2018 | March 2017 |
| Boys | 16 | 13 |  |  |
| Girls | 14 | 14 |  |  |
| Total | 30 | 27 | 20 | 19 |

**Current Roll breakdown: 32** **Future enrolments: School Leavers**

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| Funding Year Level | Male | Female | Total |
| 0 | 2 |  | 2 |
| 1 | 3 | 2 | 5 |
| 2 | 6 | 5 | 11 |
| 3 | 2 | 2 | 4 |
| 4 |  | 4 | 4 |
| 5 | 2 |  | 2 |
| 6 | 2 | 1 | 3 |
| 7 |  | 1 | 1 |

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| Term 4 2019 |  |
| Term 1 2020 | 2 |
| Term 2 2020 |  |
| Term 3 2020 | 1 |
| Term 4 2020 |  |

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| 2019 | 3 |
| 2020 | 3 |
| 2021 | 1 |
| 2022 | 7 |
| 2023 | 11 |

Enrolment packs sent to prospective families: 3

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| **Catholic Character**  (i) Defines Catholic Character (ii) Prescribes Religious Instruction and observances (iii) Specifies the land/buildings to be maintained (iv) Sets our special requirements and appointment for certain key positions (v) Determines max roll/Non-preference students (vi) Details works the proprietor must plan and pay for, for min standards  (vii) Provides for charging of attendance dues (viii) Insurance of buildings and chattels (ix) Appointment of chaplain and other voluntary help givers (x) Sets out rights of proprietors access to the school (xi) Other matters between minister and proprietor |
| * Children celebrated All Souls and All Souls day at Friday Mass. * Roll details provided to Diocese * Non – preference remains full. (8 positions should be 7) |

Progression on Strategic Goals:

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| **Special Character**  **Strategic Goal -** Strengthen partnership with Parish by developing collaborative relationship to include parental & Parish involvement in Sacramental programme | | | |
| **Action Required** | **Timeframe** | **Actions Made** | **Completed** |
| Involvement of wider parish group through opportunities to participate in school life. | Term 1 - 4 | Children made taonga for Parish members. Grandparents day held Friday 6th September, La Porchetta evening. Children’s art on display at church. Gifts made for parish members. | ✔ |
| Continue to invite Parishioners to help with tutor reading programme, share children’s art regularly in the church. | Term 1 - 4 | Notice to be placed on school board over school holidays. Children’s art on display at church. | ✔ |
| School newsletters available at Mass, update noticeboard in church foyer with school news. | Term 1 - 4 | Ongoing. | ✔ |
| School to continue to offer a ‘children’s liturgy’ activity board at mass. | Term 1 | Term 1, Term 2, Term 3 - completed | Ongoing |
| School to add notices to church bulletin where necessary. | Term 1 - 4 | Ongoing | ✔ |
| Maintain school, family masses, school/parish reconciliation services, liturgies, assemblies. | Term 1 and 3 | School Mass held 9 February, 11 May, 31 August, **14 December.** | ✔ |
| Organise social events during the year where the school and parish communities meet and interact | Term 2/3 | Friday Masses, School led themed masses. Grandparents day. | ✔ |
| **Relevant Notes and Further Developments for Special Character Goal.** | | | |
| Newsletters in parish not seen often. Can we change location of school space? | | | |

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| **NAG 1 Curriculum Delivery and Assessment**  **Strategic Goal -** Implement the Religious Education Bridging Document. (REBD) | | | |
| **Action Required** | **Timeframe** | **Actions Made** | **Completed** |
| Principal to lead professional development for REBD | Term 1 | First meeting held. Meeting held to strengthen practise. Classroom observation of planning beginning sessions. | ✔ |
| All staff attend Diocese training to support learning. | On going | Katrina Van de Water (CDD) to attend TOD 19th August | ✔ |
| Staff to be using document fully from term 2. | Term 2 | Currently used in Senior room. Being used in Junior Room. | ✔ |
| Review use of REBD | Term 3/4 | Staff meeting discussed ongoing monitoring needed to ensure momentum. | ✔ |
| Peer review and observation of RE planning | Term 3 | Observation Belinda RE completed. | ✔ |
| Advise community of REBD | Term 2 | Moved to term 3. Held at family consultation evening 15 October. | ✔ |
| DRS to take over role from principal as leader of special character | Term 3 | Katrina Van de Water (CDD) held meeting with Belinda to outline role and responsibilities. **DRS role still in transition phase – Principal remains as the DRS.** | ✔ |
| **Relevant Notes and Further Developments** | | | |
| **Continue to support Belinda in 2020 with taking on role of DRS. – Mass planning, special celebrations.** | | | |

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| **NAG 1 Curriculum Delivery and Assessment**  **Strategic Goal -** We will provide classroom programmes that not only reflect a commitment to high quality teaching and learning but utilise our community and local resources. | | | |
| **Action Required** | **Timeframe** | **Actions Made** | **Completed** |
| Full implementation of the New Zealand Curriculum | On going |  | ✔ |
| Review Curriculum Delivery Plan | Term 2/4 | Completed for term 2. Discussion held as to how our Dyslexia Friendly school approach will affect this. **Changes made to plan to reflect current best practice.** | ✔ |
| Annual Charter review | Term 1 | Completed. | ✔ |
| Sustain attendance at Lead teacher Numeracy meetings. | Ongoing | No meetings scheduled Term 1. Meetings no longer exist due to funding. | ✔ |
| Meet with all parents at least twice per year | Term 1/3 | Dates set for during holidays. | ✔ |
| Review the presence in the curriculum of Maori and other cultural groups | Term 2/3 | 15 October school community consultation. **Results from consultation attached.** | ✔ |
| Survey school community as part of Community Consultation | Term 2 | Moved to term 3. 15 October school community consultation. **Results from consultation attached.** | ✔ |
| Review all forms of assessment and evaluation | Term 4 | Discussion held as to how our Dyslexia Friendly school approach will affect this. **Changes made as part of Curriculum Delivery Plan Review.** | ✔ |
| Integrate local and community events into learning programmes | Ongoing | **Reviewed as part of Curriculum Delivery Plan Review** | ✔ |
| Review Behaviour Management programme | Term 4 | **Reviewed as part of Curriculum Delivery Plan Review** | ✔ |
| **Relevant Notes and Further Developments** | | | |
| Play based option being explored to assist in school transitioning – this is a COL led initiative. Belinda attended St Peter Chanel for classroom observation of PBL. **Next PBL meeting Monday 11 November at St Bernadette’s (Not attended)** | | | |

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| **NAG 1 Curriculum Delivery and Assessment**  **Strategic Goal -** Staff will implement the Ministry of Education Progress and Consistency Tool (PaCT) as part of reporting to parents. | | | |
| **Action Required** | **Timeframe** | **Actions Made** | **Completed** |
| Develop teacher understanding of PaCT through CoL professional development opportunities. | Term 1 | COL led PD attended by both teachers. | ✔ |
| Use PaCT for writing in Term 2 | Term 2 | Teachers have used PaCT for target students in writing. **PaCT data for target students entered** | ✔ |
| Plan for teacher only day for follow up of understanding | Term 3 | Date set for 19th August. | ✔ |
| Moderate data across CoL | Term 3 | CoL moderation date beginning the week of the 9th | ✔ |
| Review use of tool and make necessary changes | Term 3 | Review Term 4. **Staff meeting review of PaCT.** | ✔ |
| Collaborate across CoL for development opportunities | Ongoing | Principal attended COL PD on Play Based Learning. | ✔ |
| **Relevant Notes and Further Developments** | | | |
| Need to provide access to PACT. **Increase PaCT for all students in 2020 for writing. Begin to use PaCT for maths.** | | | |

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| **NAG 1 Curriculum Delivery and Assessment**  **Strategic Goal -** Develop a Digital Technology curriculum plan. | | | |
| **Action Required** | **Timeframe** | **Actions Made** | **Completed** |
| Develop and explore a programme for implementing the Digital Technologies programme for 2020. | Term 1-4 | Teachers have completed a digital technology readiness survey as part of CoL PD application. | ✔ |
| Provide for professional development for teacher implementation | Term 1-3 | Plan is being developed for professional development as part of our CoL CoL has made application to MOE for funding for 2020 for teacher learning and development. | ✔ |
| **Relevant Notes and Further Developments** | | | |
| Sourced 6 laptops from University of Otago – Awaiting Licencing Number from MOE – Laptops delivered. Laptops fully functioning. | | | |

Recommendation:

Move that the board accept the Principal’s report.

Corinne Guthrie

Principal