

Principal's Report - St Mary's School June 2020

School Roll: (March Roll return data)

	March 2020	March 2019	March 2018	March 2017
Boys	18	13		
Girls	19	14		
Total	37	27	20	19

Current Roll breakdown: 37

Funding Year Level	Male	Female	Total
0			
1	3	2	5
2	3	4	6
3	5	5	12
4	2	4	5
5	0	1	4
6	2	2	3
7	1	0	2

Future enrolments:

Term 1 2020	
Term 2 2020	2
Term 3 2020	2
Term 4 2020	3
Term 1 2021	1

School Leavers

2020	5
2021	1
2022	6
2023	10
2024	7

Enrolment packs sent to prospective families: 0

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

- Sacramental of Baptism for 2 children. Sacrament of reconciliation to be held for 3 children.
- First Holy Communion and confirmation to be held term 3 and 4.
- Children are learning from the Sacrament Strand
- Newsletter now includes Sunday's readings.

NAG 1 Curriculum Delivery and Student Assessment

Children's Activities:

- Pippity Pop
- Onesie Party
- Keeping Ourselves Safe programme to begin this week.

Student Achievement:

- Assessment nearly completed.

NAG 2 Planning, Reviewing and Reporting

Governance and Management:

- Auditors report sent to MOE
- A mid-year parent report will be sent home last week of term.

Self-Review of policies, plans and programmes:

Feedback report for:

- Recognition of Cultural Diversity
- Staff Leave
- Separated Parents, Day-to-Day Care, & Guardianship

NAG 3 - Personnel and Employment

Professional Development:

- Meetings attended by principal since last meeting some as Zoom – CoL x 1, Principal Advisor x 2, Learning Support Co-ordinator (LSC) x 1, Across School Teacher (AST) x 1, Principal Mentor x 1

Staffing Term 2 – 2020 Ministry Funded for 2.59

- Currently using 2.52 FTTE

NAG 4 – Property and Finance

Property

- Stairs currently being built in playground.
- Side fence/gate near completion

Finance

- Attached.

NAG 5 – Safety of Students and Employees

- Daily safety checks completed.
- Police vetting remains current.
- MOE recommendations were followed during Level 2

NAG 6 – Student Enrolment and Attendance

- Edge attendance data entry up to date.
- MOE weekly return completed.

Progression on Strategic Goals: **All actions impacted by early school closure due to Covid-19**

Special Character			
Strategic Goal - Strengthen partnership with Parish by developing collaborative relationship to include parental & Parish involvement in Sacramental programme			
Action Required	Responsibility	Timeframe	Completed
Review presence of school within the parish.	All Teachers	Term 1 and 4	
Meet with parishioners to seek advice for future development.	Principal	Term 1 and 4	
School to continue to offer a 'children's liturgy' activity board at mass.	Principal/Administrator	Ongoing	Activities updated weekly.
School to add notices to church bulletin where necessary.	Principal/Administrator	Ongoing	
Maintain school, family masses, school/parish reconciliation services, liturgies, assemblies.	All Teachers	Every Friday and 1 school led mass each Term.	Term 1 completed.
Organise social events during the year where the school and parish communities meet and interact.	All Teachers	Ongoing	
Invite parish to be involved in Sacramental planning and celebration	Principal	Term 1 - 4	Sacramental Programme has been added to calendar.
Relevant Notes and Further Developments for Special Character Goal.			

Special Character			
Strategic Goal - 2020 - Develop and align schools mission statement, vision and values.			
Action Required	Responsibility	Timeframe	Completed
Analyse family consultation responses.	Principal	Term 1	Completed and sent to BOT
Draft and present to community for feedback.	Principal	Term 1	
Incorporate into documentation for school including logo.	Principal/Administrat	Ongoing	Logo?
Develop a learning plan for children	Principal/Teachers	Term 1	Deferred to Term 2
Review learning plan	All Teachers	Terms 2 - 3.	
Special Character			
Strategic Goal - Implement the Religious Education Bridging Document. (REBD)			
Action Required	Responsibility	Timeframe	Completed
Review use of REBD	All teachers	Term 1	Completed. All staff using Bridging Document for planning.
Observation of use in classroom practice.	All teachers	1 per term	Term 1 observations complete.
Invite Religious Education Advisor to observe and give advice. Implement any suggestions.	Principal	Term 2	Postponed to Term 3
Participate in DRS meetings to continue to develop understanding and development.	All teachers	1 per term	DRS meetings deferred Term 1. Term 2 meeting held via zoom.
Relevant Notes and Further Developments			

NAG 1 Curriculum Delivery and Assessment			
Strategic Goal - 2020 - Develop a learning plan to provide tikanga and te reo to be experienced in the classroom.			
Action Required	Responsibility	Timeframe	Completed
Plan for Family Consultation Evening. H&PE	Principal	Term 2	Postponed to Term 3
Full implementation of the New Zealand Curriculum	All Teachers	Ongoing	
Review Curriculum Delivery Plan	Principal/Teachers	Term 4	
Meet with Maori school community and interested parties to gather ideas and aspirations for learning.	Principal	Term 1	Deferred to Term 2
Make connections to source support from Kavanagh College, Arai Te Uru Marae and Ministry of Education advisor.	Principal	Ongoing	Initial conversation with Tim Lucas.
Develop an outline plan and begin resourcing (Kete Ako and Te Reo Māori)	Principal	Term 1	Discussions at COL level for an across school expert for 2021
Use developed plan for teaching	All Teachers	Term 2 - 4	
Look for opportunities to use school whanau in learning.	All Teachers	Ongoing	
Participate in Polyfest and Kahui Ako Cultural evening	All Teachers	Term 3	Polyfest and Kahui Ako Cultural evening both cancelled for 2020.
Relevant Notes and Further Developments			

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	Responsibility	Timeframe	Completed
Review effectiveness and teacher understanding of PaCT through writing (2019 goal)	All Teachers	Term 1	Deferred to term 2
Use PaCT for all children in writing	All Teachers	Term 2 and 4	
Plan for teacher only day for Maths unpacking.	Principal	Term 2	Dates changed awaiting confirmation from COL.
Attend any professional development opportunities with Kahui Ako	All Teachers	Ongoing	
Moderate data across CoL	All Teachers	Term 2 and 4	
Review use of tool and make necessary changes	All Teachers	Term 4	
Relevant Notes and Further Developments			

NAG 1 Curriculum Delivery and Assessment			
Strategic Goal - Develop a Digital Technology curriculum plan.			
Action Required	Responsibility	Timeframe	Completed
Implement the Digital Technologies Programme.	All Teachers	Term1 - 4	
Support teacher pedagogy through Kahui Ako Professional Development opportunities.	Principal/Kahui Ako	Term1 - 4	Dates all changed.
Meet with teachers to discuss the programme.	Principal/Teachers	Term1 - 4	
Review the Digital Technologies programme	All Teachers	Term 4	
Relevant Notes and Further Developments			
The teachers worked collaboratively to develop an online learning website to support distance learning. From discussion and investigation our programme is far superior to many other schools. This has been supported with google hangouts for the children to engage with each other and the teachers.			

Recommendation:

Move that the board accept the Principal's report.

Corinne Guthrie
Principal

Monitor Reviews

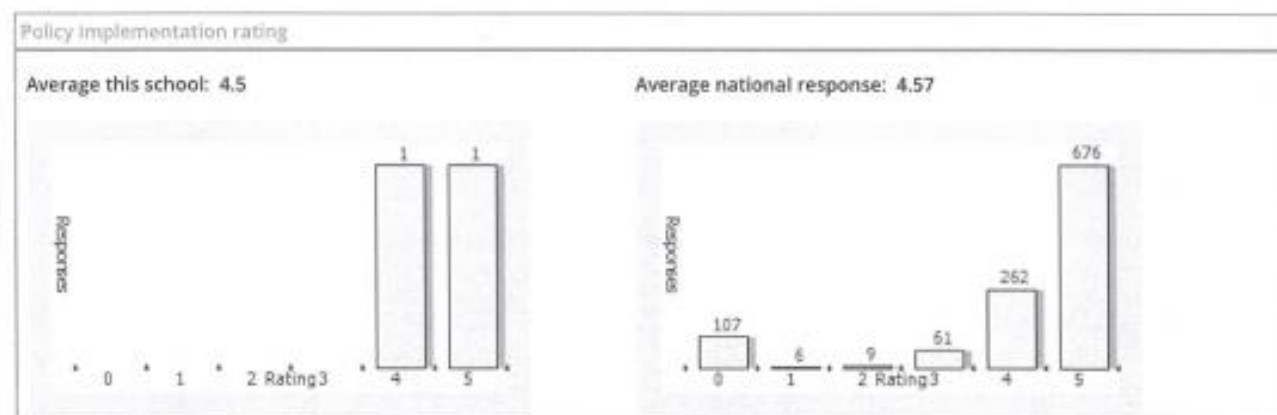
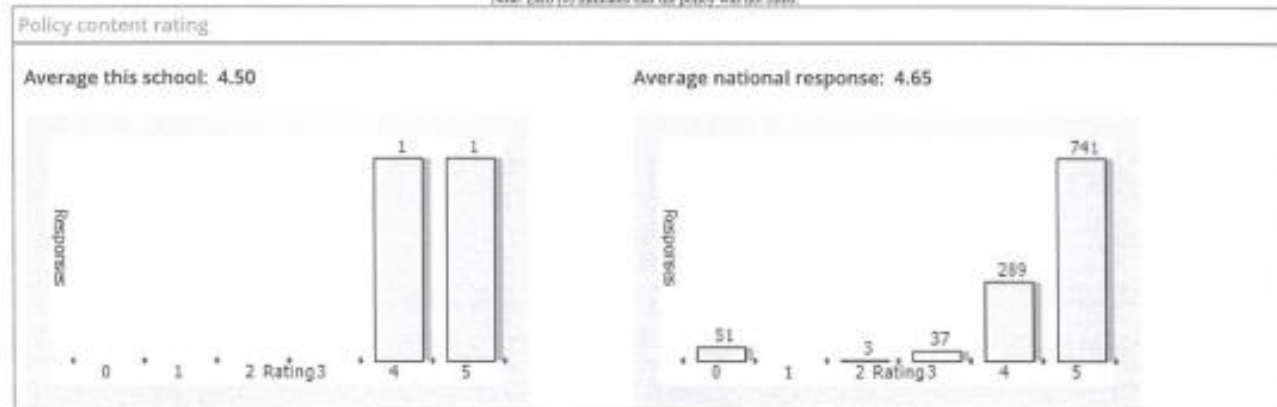
School:	St Marys School Dunedin
Select a policy:	Staff Leave ▼ <small>Note: If a policy name does not appear in this list, no-one at your school has reviewed it yet.</small>
Reviewer type:	All reviewers ▼
Include reviews on or after:	17 ▼ Mar ▼ 2019 ▼
<input type="button" value="Submit"/>	

☒ Your school's review comments

Review Type: Current	Reviewer Type: Board member	Reviewer Name: Susan	Date: 12-Mar-2020
Content Feedback: (Rating:4)		It seems fair to staff and school	
Implementation Feedback: (Rating:4)		I think it is working as I've heard no complaints from staff.	

Review Type: Current	Reviewer Type: Board member	Reviewer Name: Caroline	Date: 06-Apr-2020
Content Feedback: (Rating:5)		Clear and easy to follow.	
Implementation Feedback: (Rating:5)			

Note: Zero (0) indicates that the policy was not rated.



Monitor Reviews

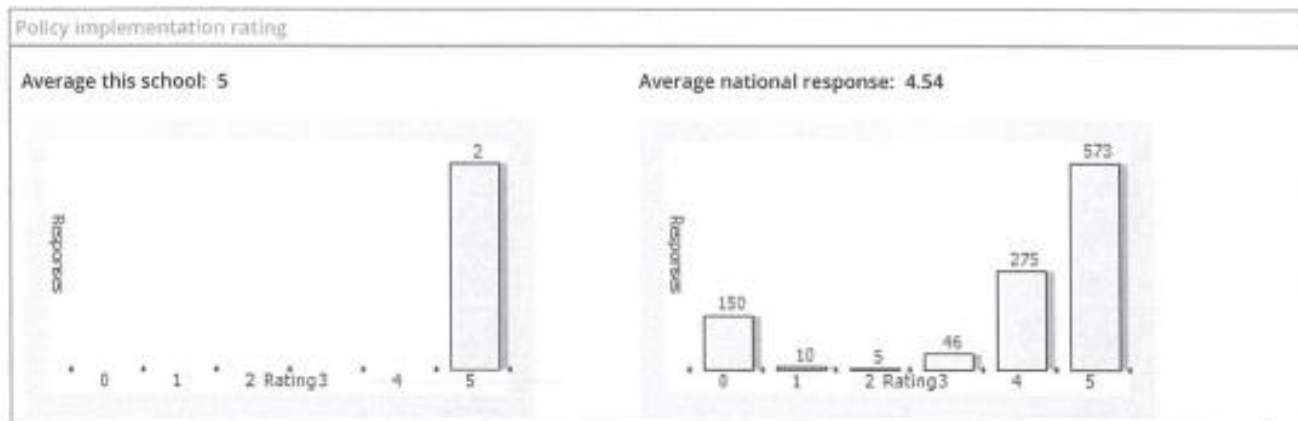
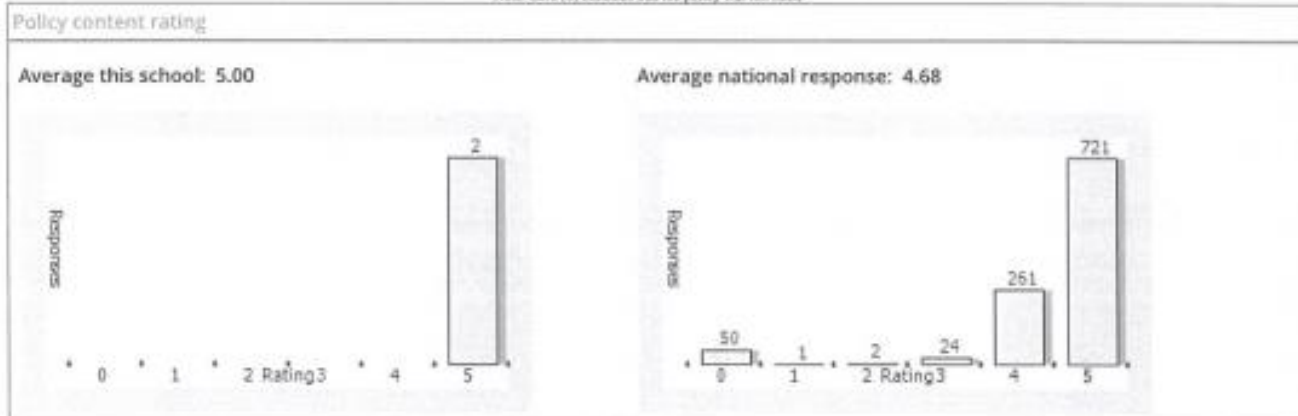
School:	St Marys School Dunedin
Select a policy:	Separated Parents, Day-to-Day Care, and Guardianship ▼ <small>Note: If a policy name does not appear in this list, no-one at your school has reviewed it yet.</small>
Reviewer type:	All reviewers ▼
Include reviews on or after:	17 ▼ Mar ▼ 2019 ▼
<input type="button" value="Submit"/>	

☰ Your school's review comments

Review Type: Current	Reviewer Type: Board member	Reviewer Name: Susan	Date: 12-Mar-2020
Content Feedback: (Rating:5)			
Implementation Feedback: (Rating:5)			

Review Type: Current	Reviewer Type: Board member	Reviewer Name: Caroline	Date: 06-Apr-2020
Content Feedback: (Rating:5)			
Implementation Feedback: (Rating:5)			
Check - do we have copies of all the custody arrangements? -Are appropriate members of staff aware of any custody disputes to ensure children aren't released into the care of the wrong person. What happens if a reliever is taking kids to gate? Are they made aware of any disputes with the care of particular children?			

Note: Zero (0) indicates that the policy was not rated.



Monitor Reviews

School:	St Marys School Dunedin
Select a policy:	Recognition of Cultural Diversity ▼
Reviewer type:	All reviewers ▼
Include reviews on or after:	17 ▼ Mar ▼ 2019 ▼
<input type="button" value="Submit"/>	

☰ Your school's review comments

Review Type: Current	Reviewer Type: Board member	Reviewer Name: Susan	Date: 12-Mar-2020
Content Feedback: (Rating:4)	I was not aware we incorporate tikanga using powhiri and karakia.		
Implementation Feedback: (Rating:4)	I think we do celebrate the different cultures in our school		

Review Type: Current	Reviewer Type: Board member	Reviewer Name: Caroline	Date: 06-Apr-2020
Content Feedback: (Rating:5)			
Implementation Feedback: (Rating:3)	Under improving educational outcomes for Maori Students, do we use the MoE 5 year plan Ka Hikitia? We need to start working with the local iwi and Marae. We have discussed doing this so we need to take the next step.		

Note: Zero (0) indicates that the policy was not rated.

