

Principal's Report - St Mary's School

April 2021

School Roll: (March Roll return data)

| | March 2021 | March 2020 | March 2019 | March 2018 |
|-------|------------|------------|------------|------------|
| Boys | 18 | 18 | 13 | |
| Girls | 20 | 19 | 14 | |
| Total | 38 | 37 | 27 | 20 |

Current Roll breakdown: 38

| Funding Year Level | Male | Female | Total |
|--------------------|------|--------|-------|
| 0 | | | |
| 1 | 2 | 2 | 4 |
| 2 | 5 | 3 | 8 |
| 3 | 3 | 4 | 7 |
| 4 | 4 | 4 | 8 |
| 5 | 4 | 5 | 9 |
| 6 | 0 | 2 | 2 |
| 7 | | | |

Future enrolments:

| | |
|-------------|---|
| Term 2 2021 | 2 |
| Term 3 2021 | 1 |
| Term 4 2021 | 1 |
| Term 1 2022 | |

School Leavers

| | |
|------|---|
| 2021 | 2 |
| 2022 | 9 |
| 2023 | 8 |
| 2024 | 7 |

Enrolment packs sent to prospective families: 1

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

- Young Vinnies have had their first meeting.
- Children have completed learning about Easter and Holy Week.
- St Patrick's Day fundraiser held for Young Vinnies projects.
- Altar service training has commenced for 7 children.
- Preparations for 3 children to be baptized in Term 2.

NAG 1 Curriculum Delivery and Student Assessment

Children's Activities:

- Young Vinnies group meeting.
- Sunsmart school visit,
- Guitar lessons have resumed.

Student Achievement:

- End of term One 2021 Target Students Report.

NAG 2 Planning, Reviewing and Reporting

Governance and Management:

- Required documentation sent to MOE

Self-Review of policies, plans and programmes:

Review attached for

- Finance and Property Management
- Home Learning

NAG 3 - Personnel and Employment

Professional Development:

- Meetings attended by principal since last meeting – Learning Support Co-ordinator (LSC) x 1, OSCPPA x 1, CoL principals group x 1, transition to school meeting x 1

Staffing Term 2 – 2021 Ministry Funded for 2.59

- Currently using 3.04 – Board funding 0.45
- Belinda 1.0, Corinne 1.0, Christine 0.56, Michael 0.48 – Using 3.04 Board funding 0.45

NAG 4 – Property and Finance

Property.

- Unable to gain a response from Diocese property manager in relation to painting of building.
- Updated quote received from Rapley Fencing

Finance

- Attached.

NAG 5 – Safety of Students and Employees

- Daily safety checks completed.
- Police vetting remains current – we are currently renewing 1 vet.

NAG 6 – Student Enrolment and Attendance

- Edge attendance data entry up to date.
- MoE notified weekly as requested of attendance.

Progression on Strategic Goals:

| 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 | A monthly flyer will be placed in the foyer of the church |
| 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 | |
| School to add notices to church bulletin where necessary. | Principal/Administrator | Ongoing | See above |
| Maintain school, family masses, school/parish reconciliation services, liturgies, assemblies. | All Teachers | Every Friday and 1 school led mass each Term. | First mass held 20th February. |
| Organise social events during the year where the school and parish communities meet and interact. | All Teachers | Ongoing | |
| Relevant Notes and Further Developments for Special Character Goals. | | | |
| Planned projects for Young Vinnies group to meet targeted need in the parish. | | | |

Special Character**Strategic Goal - 2020 - Develop and align schools mission statement, vision and values.**

| Action Required | Responsibility | Timeframe | Completed |
|--|-------------------------|------------------|--|
| Increase the visibility of the mission statement, vision and values in classrooms and in church. | Principal/Administrator | Ongoing | Completion of school signage on hold as the labels are not adhering to the poles. |
| Develop a learning plan for children. (carried forward from 2020) | Principal | Term 1 | Drafted plan with teachers – begin teaching term 2 |
| Review learning plan for teachers for school values programme | Principal | Term 4 | |

Special Character**Strategic Goal - Implement the Religious Education Bridging Document. (REBD)**

| Action Required | Responsibility | Timeframe | Completed |
|--|-----------------------|--------------------|------------------|
| REBD will be fully implemented and evident in planning and classroom practice. | All teachers | Ongoing evaluation | |
| Teachers will share their knowledge at twilight meetings. | All teachers | Term 3 | |
| Invite Religious Education Advisor to observe and give advice. Implement any suggestions. (Bought forward from 2020) | Principal | Term 2 | |

Relevant Notes and Further Developments

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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. **2020 - Develop a learning plan to provide tikanga and te reo to be experienced in the classroom.**

| Action Required | Responsibility | Timeframe | Completed |
|--|--------------------|--------------|---|
| Full implementation of the New Zealand Curriculum | All Teachers | Ongoing | |
| Review Curriculum Delivery Plan | All Teachers | Term 4 | |
| Annual Charter review | Principal/Teachers | Term 4/1 | Changes made and completed charter sent to MoE |
| Review learners' strength in the Key Competencies | All Teachers | Term 2 and 4 | |
| Strengthen any connections made with those who support our programme. Look for other ways to utilise this and further community support. | Principal | Ongoing | |
| Develop an outline plan and begin resourcing (Kete Ako and Te Reo Maori) | All Teachers | Ongoing | Matua Lucas has made 3 visits this term. Initial implementation problems resolved for term 2 |
| Use developed plan for teaching | All Teachers | Ongoing | |
| Look for opportunities to use school whanau in learning. | Principal | Term 4 | |
| Review Kete Ako and Te Reo Maori programme. | Principal/Teachers | Term 4 | |

Relevant Notes and Further Developments

Tim Lucas (Kavanagh Maori Dean) will be visiting the school fortnightly to teach the children te reo, tikanga and kapahaka. Teacher will also develop their knowledge and capability alongside.

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 |
|--|-----------------------|------------------|------------------|
| Plan for teacher only day for Maths unpacking (Carried forward from 2020) | All Teachers | Term 1 | |
| Attend any professional development opportunities with Kahui Ako | All Teachers | As arises. | |
| Review effectiveness and teacher understanding of PaCT through Maths (2020 goal) | Principal | Term 2 | |
| Moderate data across CoL | All Teachers | T.B.C. | |
| Review use of tool and make necessary changes | Teachers/Principal | 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 |
|---|---------------------|------------|---|
| Use end of 2020 review to make changes to the Digital Technologies Programme. | Principal | Term 1 | |
| Continue to support teacher learning through Kahui Ako opportunities. | Principal/Kahui Ako | Term 1 - 4 | Professional Learning hours requested to support Google suite. |
| Review the Digital Technologies programme. | Principal/Teachers | Term 4 | |
| Relevant Notes and Further Developments | | | |
| | | | |

Recommendation:

Move that the board accept the Principal's report.

Corinne Guthrie

Principal