

# Principal's Report - St Mary's School

## November 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: 46**

Class Year Level	Male	Female	Total
0			
1	5	3	8
2	6	3	9
3	3	5	8
4	4	4	8
5	4	6	10
6	0	3	3

**Future enrolments:**

Term 4 2021	1
Term 1 2022	1
Term 2 2022	2
Term 3 and 4	3

**School Leavers**

2021	3
2022	10
2023	8
2024	8

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

- The children attended the hikoi of Te Ara a Maria
- Year 5 and 6 children attending Friday Mass

## **NAG 1 Curriculum Delivery and Student Assessment**

### **Children's Activities:**

- Te Ara a Maria mass
- National Shake Out day
- Otago Cricket visit
- Sports teams this term – Girl Smash cricket, Boys Blast cricket and U9 TBall

### **Student Achievement:**

- Better Start Literacy Approach (BSLA) has been deferred until next term due to Covid.
- 1 student working with LLI (language Learning Intervention)
- 1 student working with MOE Occupational Therapist
- 1 student receiving HHNF (High Health Needs Funding)
- 1 student receiving ICS (In class support)

## **NAG 2 Planning, Reviewing and Reporting**

### **Governance and Management:**

#### **Self-Review of policies, plans and programmes:**

From last Term: Review Attached

Board, staff, and parents' - Behaviour Management

Board, staff, and parents' - Concerns and Complaints

This Term:

Board and staff - Harassment

Board, staff, and parents - Religious Education/ Religious Instruction

Board, staff, and parents - Māori Educational Success

### **NAG 3 - Personnel and Employment**

#### **Professional Development:**

- Meetings attended by principal since last meeting – Learning Support Co-ordinator (LSC) x 3
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#### **Staffing Term 2 – 2021 Ministry Funded for 2.59**

- Currently using 3.28 – Board funding 0.69 – (Banked Staffing being used to recover some of this)
- Belinda 1.0, Corinne 1.0, Christine 0.56, Michael 0.48, Debs 0.24

### **NAG 4 – Property and Finance**

#### **Property.**

- Trees removed others checked for safety. Fencing – gate area to be completed soon.
- Cyclical Maintenance – see below in finance section.

#### **Finance**

- Report Attached
- Cyclical Maintenance provision – this year 3,500 will be allocated from the 16,000 that has been set aside for this. The 3,500 is our contribution to the Diocesan repairs and painting that will take place before the end of 2021. Once these have been completed our external property will be in excellent condition and we can then request a Programmed Proposal of work for future maintenance costs. We have budget to set aside 6,000 annually in our budget in anticipation of accepting a proposal next year.

### **NAG 5 – Safety of Students and Employees**

- Daily safety checks completed.
- Police vetting remains current.

### **NAG 6 – Student Enrolment and Attendance**

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

## Progression on Strategic Goals:

<b>Special Character</b>			
<b>Strategic Goal - Strengthen partnership with Parish by developing collaborative relationship to include parental &amp; Parish involvement in Sacramental programme</b>			
<b>Action Required</b>	<b>Responsibility</b>	<b>Timeframe</b>	<b>Completed</b>
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	A survey has been left at the church for parishioners to provide feedback to the school.
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. Mass held 8th May.
Organise social events during the year where the school and parish communities meet and interact.	All Teachers	Ongoing	Children are currently planning Grandparent's day celebration. <b>Postponed to 2022</b>
<b>Relevant Notes and Further Developments for Special Character Goals.</b>			
Planned projects for Young Vinnies group to meet targeted need in the parish. Young Vinnies co-ordinator vacancy. <b>Young Vinnies position filled – has not yet visited school.</b>			

### 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. School to complete project.
Develop a learning plan for children. (carried forward from 2020)	Principal	Term 1	Drafted plan with teachers – begin teaching term 2. Now Term 3
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	No twilight Term 3 due to teachers gathering.
Invite Religious Education Advisor to observe and give advice. Implement any suggestions. (Bought forward from 2020)	Principal	Term 2	REA visiting Tuesday 28th September - <b>Cancelled</b>

#### 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	Term 1 complete.
Review Curriculum Delivery Plan	All Teachers	Term 4	Adjustment made Term 1 to allow for decodable readers as part of assessment plans.
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	Kahui Ako has advertised for a Filipino and Indian support worker. They will support families within our community.
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. <b>Matua Lucas is working elsewhere. Planning is in place with CoL for this to continue next year.</b>
Use developed plan for teaching	All Teachers	Ongoing	
Look for opportunities to use school whanau in learning.	Principal	Term 4	Pasifika Fono held across Kahui Ako.
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. Indian support worker started on the 5th. Dr Shalini Kumar.

### 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	Pact Maths to trialled at other Kahui Schools and information shared back.
Attend any professional development opportunities with Kahui Ako	All Teachers	As arises.	PD available at Kahui Ako Teachers Day. Teachers attended Professional learning with teachers only day.
Review effectiveness and teacher understanding of PaCT through Maths (2020 goal)	Principal	Term 2	
Moderate data across CoL	All Teachers	T.B.C.	Data shared with Kahui Ako (term 2) <b>Target student data collected. Learner agency survey data collected.</b>
Review use of tool and make necessary changes	Teachers/Principal	Term 4	
<b>Relevant Notes and Further Developments</b>			

## 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. Teachers have learned about a coding programme called scratch. <b>Year 5/6 students are using chromebooks to support their learning regularly. DT language is used across curriculum areas.</b>
Review the Digital Technologies programme.	Principal/Teachers	Term 4	
Relevant Notes and Further Developments			
Consider purchasing IPAD's for 2022 to increase the number available for use in the Junior room.			

### Recommendation:

Move that the board accept the Principal's report.

Corinne Guthrie  
Principal