

Board of Trustees Meeting Agenda – DATE: 2 May 2018

Open: **Karakia Timatanga**

1. Administration

- 1.1 Present
- 1.2 Apologies
- 1.3 Declaration of interests
- 1.4 Confirmation of previous minutes
- 1.5 Correspondence – St Michael's & Pomare School Letter re: enrolment scheme, NZEI PTCA notification, Main Security change of ownership, Infinity Foundation grant application result, Four Winds grant application result

2. Strategic Decisions & Discussions

- 2.1 Strategic decisions made if required
 - 2.1.1 Policy review framework
 - 2.1.2 Policies for ratification
 - 2.1.3 COL
 - 2.1.4 Enrolment Scheme
 - 2.1.5 Board by-election

3. Monitoring

- 3.1 Principal's Report

- 3.2 Finance

- 3.3 Property
 - 3.3.1 Property Report

- 3.4 Health and Safety

- 3.5 IT

- 3.6 Curriculum

4. Other items

- 4.1 Polyfest update

5. In-committee items

- 5.1 Internal Evaluation
- 5.2 OIA update
- 5.3 Personnel
- 5.4 Student Engagement

6. Meeting Closure

6.1 Identify Agenda Items for Next Meeting

Karakia whakamutunga: Meeting closed _____pm

Note 1: Correspondence is listed on the back of the agenda
Note 2: List of current delegations attached to agenda

All reports associated with this meeting are available on-line, or in the school office during normal school hours.

Associated meeting reports:

NOTE 1:

NOTE 2:

BOT delegations:

Chair: Rachel

Deputy Chair: Craig

Committees:

Health & Safety: Shane, Dianne, Gillian

Policy Review: Craig, Rachel, Dianne, Gillian

Portfolios:

Civil Defence: Vera

Curriculum: Gillian

Property: Shane

Finance:

Board of Trustees Meeting Minutes DRAFT – DATE: 11 April 2018

Open: **Karakia Timatanga**

Meeting started at 7.07 pm

I move to grant speaking rights to Dianne Wright as she will have relevant contributions to this meeting in her role as deputy principal. Moved / seconded : Rachel/ Craig

I move to table the following documents which were not available at the time of agenda being published:

3.2.1 March 2018 Finance report, 3.3.1 Quotes , 4.2 4x Resolutions for Noho Marae grant applications. Moved / seconded : Rachel/ Craig

I move to include the following item in the in-committee section of the meeting 5.5 Complaints. Moved / seconded : Rachel/ Craig

1. Administration

- 1.1 Present – Dave, Gillian, Dianne, Rachel Craig, Vera. Chris, Shane
- 1.2 Apologies - none
- 1.3 Declaration of interests - none
- 1.4 Confirmation of previous minutes Noted – 2.1.1 Policies /procedures now on website.
- 1.5 Correspondence – Taita Central School Letter, Ministry of Education: Enrolment scheme

2. Strategic Decisions & Discussions

- 2.1 Strategic decisions made if required
 - 2.1.1 Policy review framework
 - 2.1.2 Policies for ratification. Move to ratify the entire Koraunui Policy Document. Moved Seconded: Rachel /Craig. All in favour.
 - 2.1.3 COL no meeting posted due to lack of attendees availability.
 - 2.1.4 Enrolment Scheme – sitting with MOE. SV Principals are following up on written confirmation from all neighbouring schools consulted. Once in place the 3 schools will confirm ballot processes.
 - 2.1.5 Board by-election – on track. Returning officer has started the process. Info to go in newsletter and on FB page.

3. Monitoring

- 3.1 Principal's Report – Discussed.
- 3.2 Finance
 - 3.2.1 End of month reports for March 2018. Discussed. Moved/ Seconded: Rachel / Gillian
 - 3.2.2 Quarterly Operations Grant Instalment Notice – discussed, decrease on operational funding noted, need to consider impact.
- 3.3 Property - a student has ORRS funding and MOE will assess for need for modifications.
 - 3.3.1 Property Report – 2x quotes received for asbestos testing and removal –

discussed.

Moved to accept quote from Fibresafe NZ. Moved/ Seconded: Rachel/ Dave.

Security cameras – Secure systems have completed a site visit and we are now waiting for the quote. Main Security has also completed a site visit but not yet provided a quote.

3.4 Health and Safety – Classroom lock to be fixed. Staff wellbeing – supporting staff after a busy term.

3.5 IT – Discussion about leasing vs purchasing of upgrades. **Action:** Gillian to seek further advice.

3.6 Curriculum – no items.

3.7 Personnel – to be discussed in committee for future meetings.

4. Other items

4.1 Polyfest update and resolution for grants - \$20,000 received for grants towards Polyfest. (Pub Charity \$5000, Lion Foundation \$5000, SV Cossie Club \$5000, Trust House Foundation \$5000)

4.2 Noho grant applications – The Board resolved to approve applications for the following grants for Noho marae. Infinity \$6120 for transport, Pub Charity \$4720 for ferry transport, Lion Foundation \$2500 Te Wheke trip, Grassroots \$2000 accommodation.

5. In-committee items

Move that the public be excluded from the following part/s of the proceedings of this meeting namely all agenda item 5. The grounds are that the matter is one of:

- personnel and the reason is to protect the privacy of the individual/s.
- that the exclusion of the public from this part of the proceedings of the meeting is necessary to enable the board to deliberate in private on its decision or recommendation. This motion is proposed to comply with Sec 48 of the LGOI & M Act 1987 and the special requirements when moving to exclude the public.

Move that Dianne, as Deputy Principal, be permitted to remain at this meeting, after the public has been excluded, because of her knowledge of item matters which will support the board's decision-making, and has speaking rights. Moved / Seconded: Rachel/Gillian

5.1 Internal Evaluation

5.2 OIA update

5.3 Personnel

5.4 Student Engagement

5.5 Complaints

Moved out of In-committee at 9.55pm

6. Meeting Closure

6.1 Identify Agenda Items for Next Meeting - none

Karakia whakamutunga: Meeting closed 9.57 pm

NOTE 1:

BOT delegations:

Chair: Rachel

Deputy Chair: Craig

Committees:

Health & Safety: Shane, Dianne, Gillian

Policy Review: Craig, Rachel, Dianne, Gillian

Portfolios:

Civil Defence: Vera

Curriculum: Gillian

Property: Shane

Finance: Dave, Chris

DRAFT



St Michael's Catholic Primary School

Educating and developing the whole child in a caring Catholic environment

6th April 2018

Koraunui School
17 Kairimu Street
Stokes Valley
Lower Hutt 5019

Atn: David Lamont

Dear David

Thank you for your call referring to the letter of 20th March requesting that consideration be given to PROPOSED ENROLMENT SCHEMES (X3).

St Michal's Catholic Primary School has no objection to the proposal and wishes you well as you undertake the consultation process with the community.

Yours Sincerely

A handwritten signature in black ink that reads "Cate Wafer".

Cate Wafer
Principal

On behalf of the Board of Trustees

He aha te mea nui o te ao?

Pomare School



*He tangata he tangata
he tangata*

20 April 2018

Kia ora

We have been asked to submit a response to your proposed enrolment schemes for Korauui, Tawhai and Tui Glen Schools.

The view of our board is that this proposed scheme would only impact our school if the three Stokes Valley schools only took enrolments from those within their zone. As there remains the option for schools to accept out of area enrolments when not at full capacity it is unlikely that these proposed changes would actually change anything for Pomare School.

Thank you

Daphne Harrison

Board Chair

Koraunui School Principal

From: Rachel deLima-Brinkley
Sent: Wednesday, 25 April 2018 9:39 AM
To: Koraunui School Principal
Subject: Fw: Primary Teachers' Collective Agreement - notification of initiation of bargaining

Dave for BOT meeting correspondence.

Rachel Brinkley
Chair, Board of Trustees
Koraunui School

From: Employment Relations Mailbox <Employment.Relations@education.govt.nz>
Sent: Tuesday, 24 April 2018 1:50 p.m.
To: Employment Relations Mailbox
Subject: Primary Teachers' Collective Agreement - notification of initiation of bargaining

Dear Board Chair and Principal

On 17 April 2018, the NZEI Te Riu Roa confirmed its intention to initiate bargaining to renew the Primary Teachers' Collective Agreement.

While Boards of Trustees are the employers of staff covered by the agreement, the Secretary for Education is responsible (under delegation from the State Services Commissioner) for negotiating collective agreements.

Circular about initiation of bargaining

Education Circular 2018/03 about the initiation of bargaining for the renewal of the Primary Teachers' Collective Agreement [can be found here](#).

Contact details

Please feel free to contact the Ministry of Education's Employment Relations team if you have any questions about this email or the attached circular.

Email: employment.relations@education.govt.nz or visit the schools' [employment and managing staff section](#) on the Ministry's website.

Your local NZ School Trustees Association adviser is available to discuss school employment issues.

Yours sincerely

Nick Kyrke-Smith | Senior Manager | Employment Relations
DDI +6444638909 | Ext 48909 | Mobile +64 27 4298433
33 Bowen St, Wellington

education.govt.nz | Follow us on Twitter: @EducationGovtNZ

We get the job done *Ka oti i a mātou ngā mahi*
We are respectful, we listen, we learn *He rōpū manaaki, he rōpū whakarongo, he rōpū ako mātou*

Koraunui School Principal

From: Mark <mark.smith=electraservices.co.nz@mail140.atl81.rsgsv.net> on behalf of Mark <mark.smith@electraservices.co.nz>
Sent: Tuesday, 24 April 2018 5:55 PM
To: Koraunui School Principal
Subject: Main Security continues as a local company!

[View this email in your browser](#)



24 April 2018

Main Security continues as a local business!

Electra Services Limited is delighted to announce that it has purchased the customer alarm monitoring business of Main Security.

So, what does this mean for you? This does not require you to make any immediate change.

You will:

- still call the same Main Security number **0800 624 666** when you need to contact us;
- still get the same friendly team calling you in the event your alarm activates;
- still be able to work with Kevin and his local team for any moves, adds, repairs or changes to your alarm system;
- see a new name on your bank statement once the transition is complete
- see the Electra Services Limited name on your invoice with some slightly different wording as well as the familiar Main Security logo when your first Electra Services invoice arrives.

This is the next step on a journey that started a little over a year ago when Main Security and Electra Services Limited came together to extend Main Security's customer service into the 24/7 centre operated by Electra Services in Levin.

We are working hard to minimise any change for you as part of this transition, however, some customers may need to update their payment arrangements. If this affects you, we'll be in touch over the next few weeks with the options available to make it as easy as possible.

The transition period will start from the 01st May 2018. Please call our friendly team on 0800 624 666 if you have any queries.

Electra Services Limited is owned by Electra Ltd, one of New Zealand's largest electricity distribution companies. Electra was founded in 1922 and operates as a trust in the Horowhenua and Kapiti Coast regions. Main Security & Electra Services thank you for your continued support.

Take care and regards

Mark Smith
General Manager

Kevin Wyn
Main Security



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You are receiving this email because you are a valued customer of Main Security

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Main Security
PO Box 244
Levin
Levin, Wellington 5540
New Zealand

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Koraunui School Principal

From: Jessica Ahlborn <jessica@infinityfoundation.co.nz>
Sent: Friday, 27 April 2018 1:56 PM
To: Koraunui School Principal
Subject: Infinity Application Results

Dear David Lamont

Re: Grant 5565

Contribution towards the installation of a new playground and repairs to an existing playground.

Thank you for your application for the above grant from Infinity Foundation.

We receive many requests for funding and sadly cannot support them all.

Unfortunately your application has been declined due to insufficient funds in your area. We regret that we are unable to support your application at this time, however you are welcome to reapply at a future date.

Yours sincerely

Grants Manager
Infinity Foundation Limited

*Declined applications will be securely destroyed after 30 days from the date of this email.
Please contact us within this timeframe if you wish to have any of your documents returned.*

27 April 2018

Four Winds
FOUNDATION

Koraunui School BOT

Application **115066**

17 Kairimu Street
Stokes Valley
Lower Hutt 5019

ATTENTION: David Lamont

Dear David

We are pleased to inform you that your application has been approved, in relation to the referred Grant Application Number above. Payment for this will follow, as per the below details:

Bank:	ASB	Amount Approved:	\$9,720.00
Branch:	Upper Hutt		
Account:	12-3478-0015483-000		

The funding provided must be used to purchase only the items listed on the attached schedule. If your organisation is GST registered, the amount approved for each item will be exclusive of GST unless the item is a non GST taxable activity such as salaries etc.

In accordance with the "Consent to Audit" clause detailed in the grant application form, please complete the attached audit reconciliation form.

This form is specific to your application and must be completed and returned to Four Winds.

Please note, if only a portion of the amount requested has been granted, accountability is only required for the amount granted and not for the full amount requested.

Please return the completed form within 3 months of the payment date to Four Winds Foundation Audit. The Audit process will commence approximately 3 months after payment of the grant. Please advice us if you are unable to provide the information within the 3 month timeframe.

Yours faithfully

A handwritten signature in black ink, appearing to be "S. O.", is written over a faint circular watermark or stamp.

for **Four Winds Foundation Limited**

**This grant has been made possible from the funds raised by
Four Winds Foundation gaming venues.**



KORAUNUI SCHOOL

2017 to 2019

Our Strategic Plan to...

Build



Confidence

Create



Inclusion

Foster



Innovation

Strive for



Achievement

<h1>Our Goals</h1>	<h2>CONFIDENCE</h2> <p><i>to nurture children's confidence and grow orators who are encouraged to voice their quality world and feel engaged in their development</i></p>	<h2>INCLUSION</h2> <p><i>to create an inclusive, happy and safe learning environment, where the student voice is appreciated and the diversity of the school community is reflected.</i></p>	<h2>INNOVATION</h2> <p><i>to foster children's curiosity whilst celebrating innovation and encouraging appropriate risk.</i></p>	<h2>ACHIEVEMENT</h2> <p><i>for each child to achieve their optimum academic performance, through offering a broadened curriculum and investing in those who need greater support.</i></p>
<h1>Aim</h1>	<ul style="list-style-type: none"> • Children are comfortable and confident to express themselves in their preferred language and format. • Children are able to express and promote themselves in a responsible way through effective communication skills. • Children have the confidence to positively self-manage and show self-regulating behaviour in a safe and supportive environment. 	<ul style="list-style-type: none"> • The school honours and values the Treaty of Waitangi with increasing use of Tikanga and Te reo throughout the Kura. • The school provides support for our Pasifika students in their learning environment. • The school has a multi-cultural curriculum that celebrates diversity. • The school recognises and values different needs, abilities and background of students. • The school environment is positive and supportive. 	<ul style="list-style-type: none"> • Children will be engaged in learning embedded in real world contexts. • Children will display curiosity and risk-taking in learning. • Children have opportunities both within and outside of the school to be part of innovative and future focused learning. 	<ul style="list-style-type: none"> • Children who achieve to nationally recognised standards. • Children who are future focused and as such are more environmentally aware and ethical in practices. • Children who are “risk takers” in their learning.

Building on our strengths to:

- Connect with the wider community, particularly those who can offer tuakana/teina to our children, and those for whom our children can do the same, being role models themselves
- Extend class treaty to identify and encourage child input.
- Class sociograms used proactively and positively to enable children to see how their actions impact on others.
- Pride in being an Enviroschool and its positive impact on our future communities
- Being culturally responsive & valuing our beliefs, eg through our whanau and pasifika learning models

- Establish a schoolwide NOHO to share the school kaupapa, to genuinely engage with our school families/whanau
- Increased integration of bi-lingual Maori-English/English-Maori classes through joint project time across cohorts
- Establishing connections and relationships with our local community
- Celebrate culturally significant events through the year that are relevant to our school, students and community
- Establish a virtual welcome mat for all coming into our school through creation of a welcoming atmosphere, K.O.R.A.U,
- Carry through learnings from the MoE Inclusive Practices Development Programme

- On-going use of Choice Theory to develop self-awareness and self-responsibility
- Support children to understand boundaries and where flexibility should be encouraged. This will reflect in their increased confidence to try new things and accept risk.
- Identify STEM opportunities and prepare to implement where children have greater input into their classroom environment and activities.
- Provide 'joyful' learning opportunities throughout the school.
- Encourage curiosity and risk-taking through learning opportunities.
- Engage with the Enviroschools network and embark on a deliberate and continuous pathway to become a gold Enviroschool
- Development of technology as an integral part of all future learning in our and future schooling
- "Hub for science and technology"

- Deepen students' knowledge and application within the curriculum, and recognise the importance of all curriculum areas.
- Invest in the up-skilling of all staff, to ensure they are equipped to support learners' academic and emotional needs
- Utilise data: attendance, punctuality and family engagement against achievement data to identify any correlation to performance.
- Identify learning groups requiring additional support, to link with appropriate resources
- Involve the community - curriculum to reflect the diversity of cultures within the community. Opportunity for whanau and aiga to lead/participate in topics to celebrate and engage all learners.
- Invest in reading material that will appeal in particular to boys.
- Bring the nature of science to the fore in curriculum planning, as a context for learning

- Using a variety of measures to reflect confidence in our children:
- Reflective statements
- Student voice
- Engagement
- Willingness to make mistakes, step up, step out

- Observation and record of Te Reo to measure increased usage.
- Community engagement with the school. Measure the volume of contact across families, cultures and the community with the school, with the aim to see increased positive engagement.
- Carry through the records of inclusive practice improvements, as detailed in the MoE development programme.
- Feedback on Pasifika class achievement

- Success with children's learning curiosity with risk propensity will be demonstrated by the innovative ideas the school trials that are driven from the student body voice. The school will record the number of ideas born from students and the rationale utilised to determine which initiatives to trial.
- Learner, staff and community surveys will also act as a 360 degree review to identify any improvement felt and or observed.
- Achieve EnviroSchool bronze status in 2015, silver in 2016 and gold in 2017
- Tamariki are empowered and passionate about/ have an awareness of, and can model awareness of the environment

- Baseline data to be collected prior to each targeted intervention, with milestone assessments completed to identify progress.
- Consistent collection of evidence, can include: learner surveys, OTJ assessments and observation.
- Curriculum leaders to be provided defined times to ensure collection of evidence occurs.
- Provide mechanisms for staff to verify and validate their work eg peer evaluation
- Gauge staff capability in teaching the nature of science through involvement in professional development and class programmes
- Use of appropriate assessments through the year

KEY REFLECTIONS

- We will be **deliberate** with our **investment** in our **relationships**.
- Take time to **make time** and ensure that **planning** and the collection of **evidence** occurs.
- Complete **regular reviews** to identify how we are **progressing** and whether we are making an **impact**.
- We will be **agile** and **respond** to learners needs whilst incorporating **input** from the **community**.

Our Goals	Property	Governance	Finance
<ul style="list-style-type: none"> • Follow 10 year and 5-year property plans identified projects for 2018 with Ashby project managers and the Ministry of Education • Establish a minor maintenance plan to address identified areas around the school. • Establish a minor maintenance plan to address identified areas for the school pool. • Develop plans and a timeline for the replacement of the existing playground structures with a science themed playground • Ensure significant hazards and health and safety issues are identified, recorded and dealt with in a timely way. 	<ul style="list-style-type: none"> • Carry out Health consultation with the school community • Carry out Charter and Strategic Plan consultation with the school community • Carry out consultation with the school Maori community about plans and achievement • Further develop and confirm the Board of Trustees Agenda and Overview document. • Work towards addressing the recommendations made in the last ERO report utilising outside expertise where appropriate. 	<ul style="list-style-type: none"> • Prepare and follow an approved annual budget. • Ensure financial expenditure reflects our current goals and sufficient planning is in place for sustainability in the future. • Monitor expenditure throughout the year to ensure expenditure reflects our annual budget. 	



KORĀUNUI SCHOOL Annual Plan 2018

Our Goals	CONFIDENCE <i>to nurture children's confidence and grow orators who are encouraged to voice their quality world and feel engaged in their development</i>	INCLUSION <i>to create an inclusive, happy and safe learning environment, where the student voice is appreciated, and the diversity of the school community is reflected.</i>	INNOVATION <i>to foster children's curiosity whilst celebrating innovation and encouraging appropriate risk.</i>	ACHIEVEMENT <i>for each child to achieve their optimum academic performance, through offering a broadened curriculum and investing in those who need greater support.</i>
	<p>Investigate social skills programmes for children beginning school that will enable them to fully engage in school life.</p> <p>Introduce Ama mentoring programme for at risk children focussed on developing behaviours the lead the children to become strong, stable and self-reliant.</p> <p>Promotion of Te Reo and Pasifika languages through the school</p>	<p>Strengthen connections with local Early Childhood Centres, Kindergartens and Kohanga reo.</p> <p>Further develop and promote our Pasifika focussed class.</p> <p>Streamline communications to improve communication to and from the school.</p> <p>Review school vision and strategic goals through consultation with the school community and within the school.</p> <p>Explore and consult with our whanau and the Ministry of Education about moving from Level 3 to Level 2 for our bi-lingual classes. Plan for this to begin in 2019 if it is decided to move in this direction.</p> <p>Work with the Ministry of Education, agencies and external support people to provide learning and social support for students and their families who have been identified as being at risk or who request this support.</p> <p>Intervention plans are put in place within classes to support the learners needs.</p>	<p>Consolidate Tier 1 systems and processes and move to Tier 2 of PB4L further developing school systems and a school-wide approach to managing behaviours including using our KORAU Values.</p> <p>Engage in professional development about CHOICE Theory, ensuring this is established as a foundation of how we work at Korāunui School.</p> <p>Implement a play-based learning approach in the Junior school (Years 1-3) with teachers engaging in professional learning through the year.</p> <p>Work towards becoming a Silver Enviro-school with the Enviro-school facilitator.</p> <p>Explore requirements of the Digital Technology Curriculum and develop a plan to provide support for teachers and for the full implementation of this curriculum area by 2020.</p> <p>Science is promoted throughout the school and planned for to further engage learners in this area.</p>	<p>Set student achievement targets for priority students based on achievement data that is collected and identified needs throughout the school.</p> <p>Accelerated learning of identified students working below the expected level of the new Zealand Curriculum for their year level</p> <p>Work collaboratively with other schools involved in the Taita/Stokes Valley CoL to raise achievement and develop strong educational pathways for students.</p> <p>Review our assessment, monitoring and reporting processes and systems to ensure relevant data is collected to inform teaching and learning across the school and to report to parents and the Board of Trustees</p> <p>Teachers will take part in PLD that focuses on their identified needs or on school wide focus areas.</p> <p>Ensure an effective appraisal system is in place to evaluate effective teaching and to better integrate the teachers professional standards.</p>



PRINCIPAL REPORT TO THE KORAUNUI BOARD OF TRUSTEES. **For the meeting of May 2nd, 2018.**

Presented by Dave Lamont. Principal

OVERVIEW

We have **257** students as of today.

PERSONNEL

- All staff positions are currently filled.
- NZEI have planned another paid union meeting for principals for Wednesday 20th June at Hutt Intermediate School and teachers for Friday 29th June at Walter Nash Stadium.
- **STAFF APPRAISAL**
- I plan to meet with teachers in the first half of Term 2 to discuss their inquiries and target students.
- I plan to meet my appraiser again on Friday 18th May.

PROFESSIONAL DEVELOPMENT

Profession development will be focused on school-wide, individual and team/group needs.

- PB4L – We have planned for our Ministry of Education Advisor to come and lead a staff meeting this term, with follow up meetings planned. The first meeting is planned for 23rd June. The PB4L Team has discussed next steps and focus areas for our staff, the identified areas will form the immediate goals for this term
- CHOICE Theory – our staff only day for is planned for Friday 1st June with our facilitator confirming this with me. Have been in correspondence with our facilitator over the term break planning how the day will be organised. I have begun planning a CHOICE THEORY Basic Week with the facilitator as well, which we would open up to other schools to fill vacant places. It is most likely this will take place in the first week of the July break.
- We had teacher development with eTap at our last staff meeting in term 1. This was useful to us all and provided us with ways in which we can more effectively make use of the features available to us within eTap.
- Professional Standards – I have tentatively booked in The Education Council to run the first of several workshops about the Professional Standards, Code of Professional Responsibility and Portfolios for us this term. The first session is planned for Thursday 31st May.
- Plan towards addressing the recommendations of the ERO Report.

ASSESSMENT

- Term 1 reading, writing and maths data is being analysed with interventions and programmes for target students being evaluated. We are working with eTap to create appropriate and useful reports for the Board of Trustees, so we can report progress across the school each term. Once eTap has provided us with the information to create these graphs these will be made available to the Board.

HEALTH AND SAFETY

TRIPS:

- All event planners and RAM's required are being completed fully and approved in anticipation of events outside of the school in accordance with EOTC health and safety guidelines.

BEHAVIOUR

- We have had 2 meetings with the RTLB and Ministry of Education following the acceptance of a school referral to the RTLB about student behaviours we have been experiencing since the beginning of this year. We have been discussing what we have in place across the school to manage behaviours and we will be looking at both short term and longer-term opportunities to strengthen processes across our school. I have also met with the Manager of Learning Support from the Ministry of Education about our concerns and asked what support they are able to provide to assist through this difficult phase currently being experienced. The Ministry has committed to organise a cross sector meeting with urgency to discuss the wider issues being experienced in Stokes Valley at present and how they can support us as we move forward.
- We have signed our Partnership Agreement with Barnardos for having a SWiS working with us at our school.

FINANCES:

- We have had follow up requests from Deloitte about our audit for 2017. To complete this process, we now only need to provide them with student achievement information, which we will do early in Term 2 so the process can be completed before the 31st May deadline.

GENERAL:

- A meeting was held with my Senior Advisor and the advisor for Maori Medium schools from the Ministry of Education about exploring the process involved with moving from Level 3 to Level 2 for our bi-lingual classes. Following this meeting we have decided we will begin consultation with our whanau to find out what the level of support for this initiative is. A consultation meeting will be confirmed for this term and the Ministry of Education advisors will be present to support us and answer questions about the process and what is involved with moving to Level 2.
- We met with the providers of the Ama mentoring programme at the end of last term and showed them around the school. We are in the process of completing documentation required for them to work in our school and plan for them to begin working with selected students in the coming weeks.
- CoL – our next meeting is planned for 18 May where we will be possibly meeting with Chris Hipkins during the session. A session is also being planned where we will be working with a change manager for schools. This session will be focussed on the CoL leadership group managing change within the CoL and how this relates to our individual schools. This session is planned for principals and possibly leaders with schools. This would be an opportunity to grow our leadership team if we can manage this.

Dave Lamont
Principal



- The installation of the front gates has been completed during the term break. A project completion meeting will be held Wednesday 2nd May with the contractors and project manager.
- I have continued to follow up with the Ministry of Education about the faulty asphalt. They are in conversations with the contractors about this and possible solutions to repair the area affected. It appears that the contractors have pointed towards underground storm water drainage issues as the cause of the issue and have put responsibility back onto the Ministry of Education to resolve the issue. This is on-going.
- We have had confirmation from Argest that no issues were identified during our Building Warrant of Fitness inspection in December last year and our updated Building Warrant of Fitness Certificate will be issued by the end of next week once they have completed their internal processes.
- A meeting with our property project managers has been planned for Wednesday 2nd May where we will discuss the remaining projects that have been identified on the 5 Year plan. These include the upgrade/refurbishment of Blocks 2 & 10 as well as heat pump upgrade/installation.
- We need to plan to dismantle the playgrounds that have been cordoned off in the top areas of the school. We will work with identified contractors to ensure this is done in accordance with health and safety requirements.

Actions

- I have contacted Fibresafe confirming we want them to about carry out an asbestos survey for our school and develop a plan for the removal/management of asbestos discovered. This is likely to take place in the coming weeks. The sample that was taken during the walk around was tested and found not to be asbestos. We can go ahead and replace the broken board.

Completed

- Contact Security companies requesting quotes for the installation of security cameras. One received and another being followed up with. **On-going**
- Confirm the 5-year maintenance/upgrade schedule with Wrights Pools for our school pool to assist with budgeting and to ensure the pool is kept in an effective operational condition. **On-going**

Report completed by Dave Lamont
May 2018