

## *February 2019 BOT Meeting*

Principal's Report.

NAG 1 (Student Learning)

\*During the course of this year we are going to review the Te Reo Maori curriculum statement and the Health and PE curriculum statement. The Health and PE curriculum needs to be reviewed every two years and this year we are also covering the Sexuality Education with the Year 4 to 8 children.

NAG 2 (Strategic Operation)

\*We have looked at the strategic plan and annual plan but we just need to formally pass these.

\*Our school docs site is finally finished and has gone live. We will look through the site so people are aware of how to use it and can show others: Username foxtoneach password wave

<http://foxtoneach.schooldocs.co.nz/>

This may be something that can be shown at a Home and School meeting.

NAG 2A ( Achievement Reporting)

\*At the moment the 4 senior classes are carrying out some start of year testing using the PAT's. There will be more to report of these for the next meeting.

NAG 3 (Personnel)

\*All the teachers, Sue and Dan have all had their job descriptions and letters of offer for 2019 signed off and returned to me. I am working on the Assistant Teachers job descriptions as I wanted to give them up to date offers and job descriptions after attending an HR workshop that was put on by NZEI. We are in the process of reviewing the core tasks that the AT's are carrying out as we want to review this expenditure.

\*The teachers have all submitted their Professional Goals for 2019 and each teacher has included a goal based around the Tataiako competencies. I have included the document for BOT members to look through as well.

<https://educationcouncil.org.nz/required/Tataiako.pdf>

We went through this document unpacking each competency. We wanted to identify what we are currently doing and where we could possibly improve on.

\*I will be looking at spending some time in each hub/class to see how the classroom environments have been established, standards of work etc. I will be looking at getting this completed

#### NAG 4 (Property and Finance)

\*There have been a number of developments on this front as we have tried to get our 10YPP finally signed off by the MOE. I will talk through these issues so we are all on the same page as to what this will mean for modernisation plans.

-Admin block weather tightness.

-Hazard materials removal from Block 1

\*After ongoing issues with the cleaners we have terminated their contract. The reasons for this step is that we have had ongoing issues with the level of cleaning that has been undertaken and the amount of time that they are cleaning. We are paying for 20 hours of cleaning a week. We take this to be 2 cleaners for 2 hours a day (not rocket science). However, the visitors book clearly shows this is not happening. They have also raised their price from \$19 800 to \$24 600 which we feel they can't do based on their contract.

While the new cleaners are basically at the new price anyway the contract is locked down to hours they must spend here.

\*We have asked for 2 quotes from Wayne Laursen and Frank Slobbe for heat pumps for the two senior rooms. It has become quite clear this summer that we really do need to do something to cool this hub. They receive quite intense heat from about 11:00 am and by 3:00 pm they are pretty much unbearable. We do have money that we have saved which would address this. We will go over the 2 quotes and look at passing a motion to purchase them.

\*At the time of writing this I only had 1 quote for the heat pumps for the hall. I would like to pass a motion that we approach the Foxton Beach free holding account to fund these. Our hall is a community facility, a Civil Defence

#### NAG 5 (Health and Safety)

\*Our hazards register needs to be updated for the start of the new school year. This requires going through each block looking at identifying any hazards we can see and rating them. We will also need to do this around the school.

I will email the staff to get them to identify any hazards in their teaching spaces and any they are aware of around the school.

#### NAG 6 (Legislative Requirements)

\*At the end of week 3 we sent home a number of letters advising parents of their children's attendance data. I am quite surprised that we are already having to do this at such an early point into the year. We are now breaking it down so parents can see the attendance missed for medical, unjustified and justified absences. We are also letting parents know of the days their children are late. We are going to take a much tougher stance with attendance as we already have families who are taking almost every weekend as a long weekend.

\*We currently have 181 children enrolled with the 2 senior hubs both sitting on 60 already.