



St. Patrick's Catholic School

Empowered today for tomorrow's world.

7 December 2017

Dear Parents, Caregivers, Whanau & Friends of St Patrick's

We say it every year, but it is truly astounding how fast the year has gone, and we once again find ourselves ready to wrap up the school year and prepare ourselves for Christmas celebrations.

It's fair to say that the Board of Trustees has had a busy year as we have navigated through a number of substantial changes that have occurred in the school, the most significant being the departure of our Principal, Mr Belczacki. We would like to thank all of you for the support that you have provided to the Board during the year as we have juggled multiple tasks whilst also recruiting for our new leader.

The Board would like to acknowledge Cass Sutton for the fantastic job that she has done stepping up to lead the school as Principal this year. The Board has enjoyed working closely with Cass and appreciates her dedication to the school and to each and every one of the students. Her commitment to the school cannot be faulted; she has simply been amazing and we appreciate the hard work and the enormous hours she has worked to keep the school running, not only in the Principal role, but still carrying out a number of her Deputy Principal and other duties.

It is with great satisfaction that we have appointed Miss Shelly Fitness as our new Principal, and we hope that some of you had the opportunity to meet Shelly at her Powhiri yesterday. The Board is determined that St Patrick's continues to improve and embraces the "Good To Great Journey" target that we have set, and Shelly's leadership will be integral to achieving this. You too are an important part of this journey, and it has been great to see an increase in parents and caregivers taking part in a number of activities across the school, from helping out in the classroom to coaching a sports team. The children and staff love you being involved and it creates an exciting buzz around the school and makes our school a great place to be, something that we can all be proud of!

We will start 2018 off with some quite significant changes, one being the Year 6, 7 and 8 students finding their home in the Colgan Learning Hub. We are excited about this change as we believe it will provide improved opportunities, both academically and in the extra curricular areas.

Attached is a brief report on some of our activities during the year.

It would be great to see as many of you as possible at the end of year liturgy.

On behalf of the Board we wish you and your families a happy and safe Christmas and a lovely rest!

A handwritten signature in cursive script, appearing to read 'L Kendrick', written in dark ink.

Lorraine Kendrick

Chair – Board of Trustees



To: Parents, Caregivers, Whanau and Friends of St Patrick's
From: St Patrick's Catholic School Board of Trustees
Date: 7 December 2017
Subject: **2017 Annual Board of Trustees Report**

1 INTRODUCTION

I would like to thank my fellow Board members for their efforts this year. We have carried out a tremendous amount of work behind the scenes and can feel very satisfied with our achievements.

We farewell Sarah McFarlane from the Board, and thank Sarah for her contribution, in particular for her work in the health and safety area.

2 STUDENT ACHIEVEMENT

Student achievement is our number one focus. One of the key tasks your Board undertakes with the teaching staff is setting student achievement targets against the National Standards. This is monitored throughout the year and reported annually to the Ministry of Education (MoE).

Results are now on hand for our 2017 academic year, and the Board can report that 83.4% of students were either at or above the National Standards in Reading, 76.7% in Writing and 78.3% in Maths.

3 STRATEGIC PLAN 2017

The Board put forward a 'stretched' action plan for 2017 as it strives to continue on its "Good to Great journey". However due to the additional workload associated with recruiting a new Principal, administration staff, and helping out with management of the school, we had to reprioritise our workload and as a result some actions identified at the beginning of the year were not progressed. An overview of the Strategic Plan is included at the end of this report.

The key actions were:

Goal 1 – To integrate the Special Catholic Character into all aspects of our Community.

This year we have been successful with the delivery of religious educational programmes within the classroom. However we are aware that we need to do more with our wider community as evidenced by the lack of attendance at Community Masses. This is an area we will focus on in 2018.

We also set ourselves a target of retaining 75% of our Year 6s which was in response to the number of Year 6s that left in 2016. We are pleased to announce that we have retained 84% of our Year 6s and we are really excited about the upcoming Year 7 and 8 programme that has been developed for next year, which will not only further enhance student achievement but will also provide lots of opportunities for extra curriculum activities.

Goal 2 – Student Achievement

This is covered in Section 2 above.

Goal 3 – Parent, Business and Community Partnerships – To build & foster strong relationships with our community and stakeholders.

Whilst this is a task that is ongoing and should always remain a key focus for the school, we have made significant advancement in this area. The PTA has been enhanced with a new structure, framework and participants. The Sports Committee has made great gains on the sporting front, and our children are excelling in the numerous sporting codes that they take part in. Our Enviroschools is up and running with support of the grant from Fonterra, which has seen the establishment of new vegetable gardens. We recognise Mrs Paula Carr for her efforts in this area. The number of complaints that have been received this year have been minimal and all managed as per the Complaints policy.

Goal 4 – Lifelong Learning

We achieved our set targets and tasks in this area. The only outstanding items that we have commenced but have been unable to complete this year was the revamp of the school website and introduction of a school APP. The website will be completed early 2018, and then we will investigate the use of a school APP.

Goal 5 - All students have the opportunity to acquire knowledge of Te Reo Maori me ona Tikanga.

All tasks identified have been completed this year, however we do acknowledge that we could have more emphasis on te reo in the classroom.

Goal 6 – Governance – To promote excellence in all aspects of governance.

The Board has stepped up their communication with the school community. It completed a school community survey at the end of 2016 which fed into the 2017

actions. We prepare the 'BOT Talk' each term to provide you with updates on the areas of focus for the Board. We have been successful in recruitment of a new Principal and undertaken a restructure of the administration team. With Shelly Fitness on board in 2018 we will work with her and the leadership team on a three year Strategic Plan.

4 PROPERTY AND HEALTH AND SAFETY

Over the course of the year a lot of energy has gone into enhancing the look and presentation of our classrooms and school grounds. We managed to finally get all outstanding building work complete, along with installation of a new pool fence and the children have been having fun with their 'roly, poly hill'. Board members held a working bee with staff from Waipa District Council and tidied up the senior classrooms. The Board also put in place a new property maintenance contract to ensure we keep the school looking good. The outside of the swimming pool is due to be painted over the summer break, ready for our eager swimmers in 2018.

We have prepared a Health and Safety Policy and Manual to adhere with the new Health and Safety regulations and we will continue to implement and embed health and safety procedures to ensure that we provide a safe, clean and healthy environment for our students, visitors and staff.

It has become evident that the current senior class block will not be replaced, as we have committed significant funds in replacing the roof this year. A refurbishment plan will be developed for this block. The Board will be meeting with the Diocese Property Manager in the new year to gain an understanding of the timeframe around this.

5 COMMUNITY MASSES

One of our key points of difference is that we are a Catholic school that promotes faith as part of our learning. Parents and caregivers choose to be part of the special Catholic character at St Patrick's when they select St Patrick's as the school for their children.

There are four Community Masses held each year, one each term, which are student led. The pupils do the readings, say Prayers of the Faithful, join in with the choir and assist Father Joe Stack with many of the duties required during the Mass. We also take the opportunity at the Community Mass to welcome new families to our school. Therefore, it is disappointing that the majority of our families do not attend these Masses. Attending one Mass a term is hardly demanding, and we need to do much better next year. We will work with Father Joe to consider a Saturday evening slot and the length of the service, and we will also be seeking feedback from you to understand

why there is such a low attendance at the four Masses during the year, and what we can do to promote attendance.

6 FUNDRAISING

The Board would like to thank the PTA for all of the fundraising efforts it has facilitated and led this year. We have also been very successful in obtaining grants to help fund furniture, IT equipment and the installation of our garden beds to help promote us as an Enviroschool. We must recognise and thank Tania Barras who has kept the PTA running over the last few years, and Rochelle Old and Karyn-Ann Spiers who have secured around \$20,000 in grants this year.

The PTA now has a structure with formal positions, and is all ready for next year. The PTA is an important part of the school, and we encourage all families to get involved as they are able. Our aim is that everyone feels happy to participate in school events, not just fundraising activities.

7 FINANCES

We have had a significant improvement in the payment of school accounts. Thank you to those who have paid these in a timely manner. Remember, if you are experiencing financial hardship you are encouraged to contact either Dianne Nghapo, our Executive Assistant, or the Principal to discuss your situation.

Thank you also to those families who have paid donations. We appreciate that paying these can sometimes be challenging, but we appreciate you prioritising the payment of donations where you are able.

To provide for services that are not directly funded by the Ministry of Education the school can choose to seek donations. There are two aspects to the donations; Religious Education (RE) and Information Communications Technology (ICT). The RE donation goes to the Diocese to support Catholic education across Catholic schools. The ICT donation goes directly to the school to help fund Information Technology programmes. There is a set amount that the school is obliged to pay for RE resources, irrespective of whether we receive funds from the school community. We use the ICT fund to maintain the school computers and server, purchase computer equipment such as Chromebooks but most importantly it is used to ensure that every student at St Patrick's is IT literate, which will help support their learning journey in this technological age.

On average we only receive ICT donations for approximately 50% of our students, this represents 30-40% of our school families. With ICT we can only spend what we receive, and as you will appreciate there are strong demands in this area, so we do ask you to provide your donation to help enhance the ICT provisions in the school.

We now have a contract with Cyclone, who as well as providing a maintenance service for us, will be looking at revamping our school website next year.

8 ARRIVALS & DEPARTURES

The Board welcomes Haidee Pennington and Vincent Honigh to our teaching staff next year.

We wish Michaela Jesney all the best with her overseas travel to the UK and look forward to her return in 2019.

Michelle Russ will be taking refreshment leave in 2019, but will be still supporting us with relief in the senior school. We wish Michelle well for her time out, and will welcome her back on a full time basis in 2019.


We said farewell to Sister Margaret recently, who has retired. Sister Margaret has been part of our community for 26 years, and during this time has been a wonderful support to our school, especially sharing her musical talents. We thank her for her dedication to the school over many years.

9 THANK YOU!

The Board extends its thanks to all our teaching and support staff, PTA members, Sports and Grants committees, Father Stack and all those who have given so freely of their time in order to support the school's activities. This support is essential and is genuinely appreciated.

We look forward to seeing you all in 2018, which promises to be a very exciting year with the introduction of Shelly Fitness as our new Principal.

ST PATRICK'S CATHOLIC SCHOOL TE AWAMUTU – STRATEGIC PLAN OVERVIEW 2017

<p>VISION : Empowered today for tomorrow's world</p> <p>MISSION STATEMENT : To provide 21st century learning in a Catholic environment which empowers children to strive for excellence.</p>		
<p>Goal 1: To integrate the Special Catholic Character into all aspects of our community</p> <ul style="list-style-type: none"> Identify Non Catholic families, engage with them on how they would like to communicate with Organise workshop/education on Catholic Liturgies and Masses 75% of Year 6 students returning to complete their primary Catholic education at Saint Patrick's 		<p>Goal 5 : All students have the opportunity to acquire knowledge of te reo Maori me ona tikanga</p> <ul style="list-style-type: none"> Tikanga Maori and Te Reo Maori integrated into all appropriate aspects of the Curriculum. All teachers complete "He Papa Tikanga" programme Continue to foster strong relationship with Whakamarama Marae Strong focus on Maori Spirituality in the RE programme. Karakia in Te Reo Maori part of daily classroom prayer Participation in local kapa haka festival
<p>Goal 3 : Parent, business and community partnerships – To build & foster strong relationships with our community & stakeholders</p> <ul style="list-style-type: none"> Development and enablement of the PTA Development of framework to actively partner with parents and wider school community through school sports Complaints policy fully implemented, register complete which can be fully audited Further developing our school as an Enviroschool. 		<p>Goal 6 : Governance – To promote excellence in all aspects of governance.</p> <ul style="list-style-type: none"> Continue to enhance the profile of the BOT Development of a 3 year Strategic Plan 2018 – 2019 Recruitment of new Principal
<ul style="list-style-type: none"> Goal 4 : Lifelong Learning – To further develop and enhance lifelong Learning 50% increase in BYOSD participation in Team 2 and 3 IPADS available to all students <ul style="list-style-type: none"> PD on IPADS use inside the classroom Chromebooks available to students Safe and secure network environment BYOSD established Education Evenings for Parents on Cyber-Safety Letters/Agreements extended to families to sign-up to BYOSD Implementation of clear robust technical and professional development support Remotely/onsite installation of console features to manage devices within our network e.g. School Apps, Security features. Find accredited IT providers for MOE funding Professional Development goals for IT are blended into appraisals Build Digital Citizenship Trial electronic portfolios 	 <p>4.5 Professional Development.</p> <ul style="list-style-type: none"> Religious Education : Richard Leonard: . Rural and Roses: Alison Crooks - Team leaders and Middle management - Teaching as Inquiry Alison Davis (Vision Education) Literacy, priority learners, Lisa Rapana – Maori Priority learners Teachers as inquiry learners – Inquiry project as a key part of the appraisal process Incredible Year's Project (MOE funded) Constructing OTJ's- PACT tool He Papa Tikanga U-Learn Conference 	<p>Goal 2 : Student Achievement (N1) – To raise student achievement with an emphasis on Literacy, and Numeracy.</p> <p>Target 1 Using the National Standards in school-wide Reading as benchmarks, to ensure that school-wide, 90% of our Students are achieving at or above the relevant standard and within this to improve our: a)Year 2's - 19 students Cohort = 58% to 75% b) Year 3's = 7 students Cohort = 62% to 90%</p> <p>Target 2 Using the National Standards in school-wide Writing as benchmarks, to ensure that school-wide, 90% of our Students are achieving at or above the relevant standard and within this to improve our: Current Year 2 -15 students Cohort= 71% to 87% c) Current Yr 5 - 8 Students Cohort = 74% to 87%</p> <p>Target 3 Using the National Standards in school-wide Mathematics as benchmarks, to ensure that school-wide, 90% of our Students are achieving at or above the relevant standard and within this to improve our: a)Current Yr 3 (as Yr 2's 2016) = 11 students including 4 Well Below Cohort = 65% to 83% b) Current Yr 5 (as Yr 4's 2016) - 8 students (3 WB) Cohort = 74% to 84%</p>