



Chelsea Primary School

Board of Trustees Newsletter

April, 2018

www.chelsea.school.nz

Dear Parents/Caregivers/Whanau

Welcome to our 2018 Term 1 Board of Trustees (BoT) newsletter. In this BoT newsletter we'd like to update you on what's been happening within the school so far this year.

BOARD MEMBERS

Your current board consists of Amanda Douglas (Principal), parent elected members, Jill Caldwell (chair), Raymond Hayter, Simon Raistrick, Farah Khan and Dean Weaver. The staff trustee is Rebecca Hedges.

As you will know we have welcomed Amanda Douglas as Principal at Chelsea Primary School (CPS) at the start of this year. The principal is the professional leader of the school and the Board's chief executive working in partnership with the BoT. Amanda already has good experience as a board member, as in her previous role as deputy principal she was a staff representative on the Board. The Principal is required to report regularly to the Board so that the Board is informed of important information such as outcomes of the curriculum; teaching and learning; financial position and all matters having real or potential legal considerations and risk for our school. Being Principal is certainly a busy role but Amanda is settling in very well. We hope those of you who are new to the school have had the opportunity to meet Amanda.

Jill Caldwell has been on the BoT since 2013 so is in her second term on the Board. She was elected as Chair by the Board at the start of this year. Jill has two children attending CPS in Years 5 & 6. She is a Physiotherapy lecturer at Auckland University of Technology.

Raymond Hayter has been on the Chelsea BoT since 2016 where he came on to the BoT as a selected parent trustee when another trustee resigned. He was elected in 2017 as an elected parent representative. Raymond is the general manager / Peace Delivery at Hansen Technologies. He has two children currently attending CPS in Years 1 & 5. He has an older child currently attending high school who also attended CPS.

Simon Raistrick was elected on to the BoT as an elected parent representative in 2016. Simon is the Director of

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strategy and consulting of Innovate and Transform. He currently has two children attending CPS in Years 1 & 3.

Farah Khan has also been on the Chelsea BOT as an elected parent representative since 2016. Farah is a Lawyer and Notary Public at Khan & Associates. Farah has two children attending CPS in Years 2 & 4.

At the end of last year, the Board welcomed Dean Weaver as a new parent representative. Dean's background includes finance and product management roles at Vodafone but, he's been enjoying being a "stay at home Dad" for the past 5 years. Dean has two children, one attending CPS in Year 3 and the other due to start later this year.

Rebecca Hedges was voted by the staff as the staff trustee on the board in 2016. Rebecca is the Co-team leader for the Bachelor's team this year and is also taking on the challenge of organising the School production for 2018.

The Board has appointed Sandra Cotcher as minute secretary for the BoT meetings. Sandra also prepares the board papers for distribution.

A board term is for 3 years. Should you be interested in becoming a BoT member, some good information about Boards of Trustees and what the responsibilities are, can be found on the New Zealand School Trustees Association (NZSTA) website
<http://www.nzsta.org.nz/accountability/board-responsibilities>

STAFF DEVELOPMENTS

As you will be aware, staffing has been a challenge for many schools around the Auckland region. Despite this CPS started the school year with a full teaching staff. We welcomed Karlee Mallett and Casey Chamberlain to our team at the beginning of the year. Karlee is originally from Canada, and spent last year completing study at Canterbury University. She is teaching in the Masters team. Casey has spent a number of years teaching in the U.K. and was most recently teaching in Otahuhu. Casey is teaching in the Bachelors Team. We also welcomed Karen Hasell to our support staff team. Karen is working in the Undergrads as a teacher aide. We are incredibly fortunate to have such a committed, passionate and skilled teaching staff.

This year, our Professional Development focus has been on writing with external facilitator Sally Muir. The school wide goal is to improve the way our learners view writing and, to also increase student agency and knowledge of their next learning steps.

This year the classroom release time (CRT) is dedicated to e-learning with Jenny LeSueur in the role of provider across the school. Jennie is a passionate teacher of all things elearning. Our learners are incredibly fortunate to be learning to use different Apps in order to share and present their learning, along with learning basic coding and robotics.

THE CHARTER & STRATEGIC PLAN

The School Board is accountable for student achievement & works in partnership with the community, principal, teachers, support staff & the government to ensure there is a high quality education provided to all students. Government legislation & regulations establish the framework which the Board operates within. However, the Board sets the direction for their school through it's strategic plan. Boards typically develop a new strategic plan every three years, & CPS is in its third year of this plan. So far this year, the Board have reviewed the current strategic plan for this year and it has now been submitted to the Ministry of Education (MoE) to be assessed for quality & compliance with regulations.

The 4 strategic aims that the board is committed to are:

1. To grow a collaborative, future-focused and responsive model of teaching and learning.
2. To enable every student to reach/work towards their full potential and become a fully inclusive school.
3. Create an environment that values diversity and multiculturalism.

4. Develop a parent and community communication strategy, centred around parent and community needs.

To be able to reach these goals, our staff have determined more detailed strategies relating to each of the aims. These are monitored by the Board at each Board meeting, with a rotating focus on each aim. Once the strategic plan has been approved by the MoE, more detail, relating to the strategic plan, will be found on the school's visit website

www.chelsea.school.nz (Information from A-Z – Charter).

Due to the change in Government last year, a school Board's charter and annual plan will be replaced by strategic & annual implementations plans in 2019.

You will also be aware that National Standards data will no longer be required to be reported to the Ministry of Education. In light of this, school reports will measure student achievement against the New Zealand Curriculum. This was unpacked fully in this terms school newsletter in Week 5 (7th March). Recent newsletters can be viewed on our website.

2018 will be a great opportunity for the Board to consult with our school community about their aspirations and goals, so that we can plan ahead, with the new guidelines that will be provided for us in 2019.

STUDENT ACHIEVEMENT

At the first Board meeting this year, we discussed the student achievement data from 2017, analysis of variance (how the school did against last years targets) and what the targets of achievement are for 2018. (We are no longer required to report to the Ministry of Education progress relating to National Standards (NS)). For all students, our results for 2017 in relation to National Standards are:

All students	Below	At	Above
Reading	29%	43%	28%
Writing	25%	63%	12%
Mathematics	22%	58%	20%

We've invested in additional teacher aides and specific programmes to make a difference in accelerating the students that are 'below' standard/expectation. A new programme that is being introduced is a Maths-based intervention called 'Spring Into Maths'. This programme, along with COSMDIBRICS (Maths), Quick60 (Reading) and Rev Up (Reading), give further, targeted support to learners who need it. We also have a group

of fabulous Grandparents who read with our littlest people, adding to the reading mileage they receive.

The NS data is analysed by teachers, teams and our leadership team to set targets and achievement goals. Teams run regular inquiry sessions to measure the impact of the teaching and learning strategies they are employing in order to shift learners.

HEALTH AND SAFETY

The Chelsea Board of Trustees is responsible for the health and safety of everyone associated with Chelsea.

We are addressing several health and safety issues at the moment:

- Over the holidays, the decking by the Undergrads (where the tree was removed) is going to be replaced. This is due to damage from tree roots which has warped the timber.
- We are investigating options for playground edging on the top play area. Dave Maddock visually checks these surrounds regularly for protruding nails, either removing or replacing these with screws. We are investigating the replacement of this edging and also looking into the option of demolishing it and installing rubber matting instead.

Health and safety is everyone's responsibility. Please help us in keeping our learners and community safe by letting us know if you spot something that you believe poses a risk.

PROPERTY UPDATE

As a school, we have a significant number of property projects that need to be planned and carried out. To address these property issues, we have formed a Property Sub Committee (made up of Amanda Douglas and Dean Weaver).

CPS is essentially a tenant on MoE land who act as our landlord. The MoE allocates funding to the school for property related work. This includes capital works, to upgrade the property to a higher standard, and maintenance works for general ongoing work.

As part of our tenancy (known as a Property Occupancy Document), the Board has a requirement to prepare and submit a 10year Property plan (with the assistance of a MoE approved property consultant) in order to secure the capital funding necessary to perform works identified in our 10yr Plan. We have recently started this process by engaging a suitable property consultant to prepare our plan due for submission to the MoE by the 31st July. Once the plan and subsequent funding has

been approved, we can commence some of the long overdue work on the school buildings.

The MoE are also planning to scope and re-investigate all MoE buildings to gain clarity about these priorities and also weather tightness of some buildings.

We have one project underway at present, a significant upgrade to the men's and children's toilets, housed in the library block. This project is on track to be completed by mid-June, however, we anticipate other projects to follow later in the year. One BoT run project that is going ahead in the near future is a rust treatment of our swimming pool. The existing paint will be scraped back and the rust will then be treated before the pool undergoes a repaint.

Two key points of note are:

- 1) The MoE have advised that we will get priority funding once our 10yr Plan is approved due to their delays in commencing previous works.
- 2) The MoE funding is only for use on MoE buildings, this excludes the school hall.

The school hall is owned by the BOT, not the MoE, and as such, maintenance and any issues fall to the BoT to carry out/rectify. However, the MoE still specify the building standards that the hall must meet.

The MoE, however, are going to include the hall in their assessment of our buildings, so we will know exactly what needs to be done in order to bring it up to a 'fit for purpose' state. Once we are clear about the works that need to be done, we will be considering the best options moving forward and how to fund these. We will keep you informed.

SCHOOLDOCS

The Board has recently approved the implementation of SchoolDocs, who specialise in helping schools to create robust, up to date policies that are kept in an online platform. We will work with SchoolDocs to tailor our policies and procedures. During times of policy review, this platform also allows our families to contribute and comment on policies that may be of interest.

THANK YOU

Thank you to those parents & family members who have been able to contribute to the school in roles such as parent help whether it be on school trips, PTA or sports events or coaching/managing sports teams. It is tough for schools getting parent helpers as so many of us work these days. The school could not function without your help, and it is great our children have so

many fantastic opportunities to enhance their learning in a variety of ways. We also have a very enthusiastic team of teachers who are working hard to ensure all our children get to where they need to be with their learning. So a big thank you to them for a great start to the year.

We hope your children have a safe and happy holiday,

Kind Regards,
Jill Caldwell (Chair)
Amanda Douglas
Raymond Hayter
Farah Adams
Simon Raistrick
Rebecca Hedges
Dean Weaver