



Puahue School

ROLL 155 as of 4th November

Recent Events

- Small Knix Squash Tournament
- PTA Disco (still to be confirmed)
- Ag Day
- Easter Zone Group Day

Coming Events

- PTA Disco (still to be confirmed)
- School Athletics
- Easter Zone Athletics

Teaching and Learning (Strategic, Annual Goals)

Mathematics 2025

- Prime Math onboarding testing has been completed, allowing us to accurately place students in the appropriate books for the upcoming rollout of the Prime Math program. This program is designed to support high-quality math teaching in our classrooms. The support package includes both physical and digital resources for staff and students, accessible under *PRIME MATHS Resources*.
- At this stage, no additional budget is required to support the rollout.
- Teacher-only days have been scheduled for Friday, December 13th (end of Term 4, 2024) and Tuesday, January 28th (beginning of Term 1, 2025). An additional training day will be added once the program is established, and we've addressed any initial challenges with the new resources.
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English 2025

- We plan to trial a writing support program called "writers toolbox" starting in Term 2, initially for one term. If successful, the program will continue through the end of the year in Rooms 5 and 6 to help accelerate student progress in writing, with the goal of meeting "Phase 2 Year 5 and 6 expectations."

Next Steps

- Teacher only day with Prime facilitator to induct and train staff.
- Communicate with the community around the new program of delivery and resources they may be required to use.
- In 2025 visit schools already using the "writers toolbox" program.
- Collate end of year data from week 6-9 to prepare the analysis of variance

Personnel

- Current Staffing Level 9.39 FTTE. (+0.40FTTE)
- Banked Staffing Position - 2024/25 YTD \$3,671 credit.
- I have increased teacher hours in room 1 to support writing and literacy. Pam, our reading recovery teacher, supports writing for 1 hour each day.
- Morgan, our school caretaker, has accepted a full-time position (40 hours per week) elsewhere and has resigned. I will be advertising separately for a handyman and potentially a groundskeeper to fill the role.
- We will be holding a farewell assembly for Pam who is retiring at the end of the year November 22nd, all are welcome to attend.

Next Steps

- Advertise for a part time grounds person/handyman
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Property

- The MOE has required an asbestos plan before they will approve the funds for release for the toilet block and break out spaces. This was prepared for them and approved on the 24th October by our property person, who is awaiting his manager's approval. When this is received the contract can be awarded out and initial meeting to carry out the works scheduled.
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Finance

1. The draft budget has been prepared and feedback provided in email circulated.
2. Actual Available funds \$383,253 across operational account and term deposits as of 1st November.
3. Term deposit Information,
 - #1 \$54,895 matures 30/11/24 @ 6.08 %PA
 - #2 \$54,489 matures 26/04/25 @ 5.09 %PA,
 - #3 \$54,436 matures 26/04/25 @ 5.09 %PA
 - #4 \$30,661 matures 04/10/24 @ 4.55 %PA

Health and Safety

- Nil

General

- End of year lunch with staff, after the end of year prizegiving, Lisa and I thought it would be nice to invite the board member who can make lunch with the staff to join us. We will need numbers for catering.
- Education Review Notification - I received notification that ERO will be in contact in term 1, 2025 to schedule a review.
- Cyclical maintenance scheduled to be minuted, prepared by Ed Services.

Assurances as per Term 4 Schedule

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Term 4

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| School Year, Terms, and Holidays | <ul style="list-style-type: none">Assure the board that the school has been open for the statutory number of half-days and hours per day in the current year. Inform the board of the dates and number of half-days for instruction for the next year. |
| Managing Income and Expenditure and Expenditure | <ul style="list-style-type: none">Assure the board that the school has complied with section 155 of the Education and Training Act, and appropriate provisions of the Crown Entities Act 2004 relating to borrowing.A nominated board member assures the board that they have completed three randomly timed checks of the processes and authorisations used to make payments to staff members, particularly the payments made to the principal, anyone related to the principal, and others in the school with payroll responsibilities. |
| School Donations and Student Activity Payments (Government scheme only) | <ul style="list-style-type: none">Assure the board that if the school has opted in to the government donation scheme, this has been decided in consultation with the school community, and the community has been notified of this decision. If the school has opted in to the scheme, assure the board that the school has not asked for donations, except for overnight camps. |
| Gifts | <ul style="list-style-type: none">Assure the board that all financial gifts can be properly accounted for, and the nature of gifts given is reasonable and proportionate to the reason they are given. |
| School Swimming Pool | <ul style="list-style-type: none">See School Swimming Pool on your SchoolDocs site for the assurances relevant to your swimming pool. |
| Daily School Bus | <ul style="list-style-type: none">See Daily School Bus on your SchoolDocs site for the assurance relevant to your school bus. |
| International Learners Review | <ul style="list-style-type: none">Assure the board that the school has completed a self-review of how it is meeting Code of Practice requirements and that the self-review attestation will be submitted by the due date (1 December) each year. |

Attendance - The government is implementing significant changes to attendance monitoring and reporting, introducing the Stepped Attendance Response (STAR) system. STAR provides clear guidelines and expectations for different levels of student attendance. Home-school communication for students facing attendance challenges will be tailored to align with this new model, which will be fully implemented by Term 1, 2025. Attendance meetings will be scheduled with caregivers of students in the "red" and "orange" attendance categories.

Term 3 Summary

How many students regularly attended school this term?

 **Regular Attendance**

67%

Compared to 45% in Term 3, 2023

 **Irregular Absence 20%**

Compared to 41% in Term 3, 2023





 **Moderate Absence 5%**

Compared to 10% in Term 3, 2023

 **Chronic Absence 7%**

Compared to 4% in Term 3, 2023

What were the main reasons given for absence this term?

-  (M) Illness / Medical Absence 41%
-  (E) Accepted (but unjustified) 39%
-  (G) Holiday 10%
-  (J) Justified (other) 9%

How many students were on time to class?

92% of students were on time to class

Definition of lateness depends on school attendance policy.

Motions

- To replace the classroom furniture in rooms 5 and 6 to a total of \$35000 as part of asset replacement. I have included 2 quotes in the folder which cover 2 breakout rooms and 1 classroom.

Scott Wilson
Principal