

Ministry bulletin for

SCHOOL LEADERS

He pitopito kōrero

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Critical need to know and action

1. **IES update:** Applications for the Teacher-led Innovation Fund **close 20 February**. [Teachers can still apply for funding for research projects here](#). [Read more...](#)
2. **Thanks for your feedback about the Red/Green zones** and the times that it works best for you to not be asked to do anything new or non-essential. We will provide a more detailed update in the next issue so please feel free to provide feedback up to the end of February
3. **Reminder:** Fields of Remembrance World War I commemoration packages will be hand-delivered to all schools and kura from 23 February. **Please [email us](#) by 18 February with the name of your school or kura if you DON'T want to receive one. [Read more...](#)**
Kei te toha atu ngā pūhera maumahara o Ngā Papa Whakamaumahara mō te Pakanga Tuatahi o te Ao ki ngā kura katoa o te motu mai i te 23 Hui-tanguru tae noa ki te mutunga o te marama o Poutū-te-Rangi. **Tēnā koa whakamōhio mai ki a mātou o te Te Tāhuhu o te Mātauranga i mua i te 18 o Hui-tanguru ki te kore koe e hiahia te whiwhi tētahi pūhera. [Pānuitia...](#)**
4. [Industrial Relations circular about the initiation of bargaining for a new School Caretakers' and Cleaners' \(including Canteen Workers\) Collective Agreement](#), as emailed to board chairs last week.
5. [Fees and donations guide for school leaders](#) for further information see [Circular 2013/06 Payments by parents of students in state and state-integrated schools](#)
6. **2014 audit update:** For key dates and information [Read more...](#)
7. March 2015 School Roll Return packs are being posted. Key dates: **Count date 2 March, due date 12 March**. Contact us [by email](#) or call us 04 463 0915. [Click here for roll return guidelines](#) (p8 for key dates - p19 for March roll return instructions) or visit [Education Counts](#)

Heads up

1. [Entries close 20 March](#) for **Prime Minister's Education Excellence Awards**. Watch videos on [past winners](#) and [finalists here](#)
2. The **Education Amendment Bill (No 2)** passed its third and final reading in Parliament last week. [Read about the intention of the Bill](#) and the changes that will occur as a result.
3. [Digital challenges | Prevention and response guide now available](#)
4. Review and Maintenance Programme: **Upcoming consultation** for Mathematics & Statistics and Science learning areas. [Read more...](#)
5. Update on Helios, the new asset management system replacing the Property Management Information System. [Read more...](#)
6. [National introductory presentations on the Progress and Consistency Tool \(PaCT\) begin this week](#)
7. Term 4, 2014 attendance data from schools in Social Sector Trial areas **due 3 March**. [Read more...](#)
8. **Māori medium teachers wanted** for Te Marautanga o Aotearoa teaching, learning and assessment material. [Read more...](#)
9. **Final Reminder:** [ESOL applications due 2 March](#)
10. Extraordinary care fund: Round one complete, next funding round closes **27 February**. [Read more...](#)
11. Trialling of level 2 Te Marautanga o Aotearoa achievement standards. [Read more...](#)

General

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2. [Winners announced 2015 Schools Genealogy Competition!](#)
3. [Year 7 and 8 immunisations](#)
4. [Network for Learning](#)

List of upcoming Ministry communications

[Click here to open the word document](#) (changes highlighted in yellow)

List of education-related websites

[Click here to see 30 education-related websites](#)

Regional news

Tai Tokerau

No news this issue. Email [Hira Gage](#) any time

Auckland

[Regional update from Kevin Emery](#)

Waikato

[Regional update from Paula Rawiri](#)

Bay of Plenty, Rotorua, Taupo

[Regional update from Ezra Schuster](#)

Hawke's Bay, Gisborne

[Regional update from Marilyn Scott](#)

Taranaki, Whanganui, Manawatu

[Regional update from Jann Marshall](#)

Wellington

[Regional update from Pauline Cleaver](#)

Nelson, Marlborough, West Coast

[Regional update from Erika Ross](#)

Canterbury

[Regional update from Coralanne Child](#)

Otago, Southland

[Regional update from Julie Anderson](#)

Events

[Click here to see events](#) (3 new events since last issue)

Newsletters

1. [ESOL newsletter](#)

Critical need to know and action

IES Update

Applications for the Teacher-led Innovation Fund **close at 12pm on 20 February 2015**.
[Teachers can still apply for funding for research projects here](#)

The fund is part of the Investing in Educational Success programme and is designed to help teachers come up with and test new ways of raising educational achievement. \$10m is available over the next four years. Teachers can apply individually but projects must include at least three teachers.

More information on the [Teacher-led Innovation Fund is available here](#) or you can [email us](#)

For more information about IES please go to: <http://www.education.govt.nz/ministry-of-education/specific-initiatives/investing-in-educational-success/>

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Fields of Remembrance

Reminder: Fields of Remembrance World War I commemoration packages will be hand-delivered to all schools and kura from 23 February through to the end of March. **Please [email us](#) by 18 February if you DON'T want your school or kura to receive one and include the name of your school or kura.**

If we don't hear from you, we'll assume you want to participate.

Each school and kura will receive: 30 white crosses to commemorate the men and women who died in World War I. Guidelines for setting up the Field of Remembrance will be provided.

For further information please read the [Education Gazette story on the Fields](#) and visit our [World War I webpage](#) to find out more.

Kei te toha atu ngā pūhera maumahara o Ngā Papa Whakamaumahara mō te Pakanga Tuatahi o te Ao ki ngā kura katoa o te motu mai i te 23 Hui-tanguru tae noa ki te mutunga o te marama o Poutū-te-Rangi. **Tēnā koa whakamōhio mai ki a mātou o te Te Tāhuhu o te Mātauranga i mua i te 18 o Hui-tanguru ki te kore koe e hiahia te whiwhi tētahi pūhera. Tēnā koa whakamōhio mai ki a mātou o te Te Tāhuhu o te Mātauranga i mua i te 18 o Hui-tanguru ki te kore koe e hiahia te whiwhi tētahi pūhera maumahara ki tēnei īmera: fieldsof.remembrance@minedu.govt.nz me te ingoa o tō kura.**

Mehemea kāore koe i tuku īmera mai, ka whakaaro mātou kei te ū tonu koe ki te kaupapa nei.

Ka riro ia kura:

E 30 ngā rīpeka mā hei tohu maumahara ki ngā tāne me ngā wāhine i mate atu i te Pakanga Tuatahi o te Ao. E mau hoki ngā aratohu hei ārahi te whakatūria tētahi papa whakamaumahara.

Mō ētahi atu kōrero whānui mō tēnei kaupapa, [pānuitia tēnei](#), haere rānei ki te pae tukutuku [World War I webpage](#) i runga i te pae tukutuku o te kāwana mō te mātauranga.

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2014 Audit update

The annual reporting and school audit process will start soon.

Based on your feedback, we are simplifying the process for delivering data to you, ensuring you get all the data you need in one place at the same time. The payroll information we provide to you for the 2014 annual reporting will be very similar to the 2013 year. You will receive the following reports:

- School Annual Accrual Report (SAAR)
- Leave Liability Reports
- Overpayments Error Schedule
- Stop Pays Error Schedule
- Funding Code Error Schedule

This year, all reports will be available for download from Novopay Online on **27 February**. You can request copies of these reports from the 27 February by [emailing us](#)

As we did last year, we have been reviewing the quality of data. In support of this process, Ernst & Young, in their role as the Auditor-General's appointed audit service provider to the Ministry, are conducting independent and objective assurance procedures across the payroll service so you can have confidence in the payroll reports.

As part of this work, some schools will also receive an Exceptions report highlighting anomalies identified centrally that need a local explanation. This report will be sent to you on **18 March**.

Key dates:

27 February	School Annual Accrual Report, leave liability reports and payroll error schedules with overpayments, stop pays and any other known errors will be available on Novopay Online
18 March	Exceptions file is sent to schools
23 March	Complete set of reports and exceptions is sent to the auditors for the schools they will be auditing
31 March	Financial Statements are due to be submitted by schools to their auditors
2 June	Statutory deadline for the Annual Reports to be submitted to the Ministry (The statutory deadline is 31 May, but as it falls on the Queen's Birthday weekend, the date has been extended to the following business day)

[You can read an update on Reporting payroll matters in Annual Financial Statements here](#)

We will also provide instructions on how to complete your Financial Statements from the various payroll reports we provide to you. These will be available from 27 February for download from the [Ministry's Finance pages](#)

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Critical need to know and action item 2, 4, 5 and 7 are in full in the index

Heads up

Review and Maintenance Programme (RAMP): Upcoming consultation for Mathematics & Statistics and Science learning areas

As part of our ongoing maintenance programme of NCEA, we have begun a five-year cycle of reviewing our resources and their links to the NCEA achievement standards in each learning area. The first learning areas we are looking at are Mathematics & Statistics and Science.

We will seek feedback from the secondary sector that provides valuable information about the following materials:

- teaching and learning guides
- matrix of outcomes from curriculum levels 6-8
- achievement standards in relation to the NZC
- assessment resources
- conditions of assessment
- exemplars of student work.

We plan to begin consultation on Monday 2 March, which will run for five weeks, finishing on Tuesday 7 April. The consultation, in the form of a survey, will be conducted online. Schools will be notified and given instructions on how to access the survey at the start of the consultation period.

We will also be informed by stakeholder views captured from a literature review relating to these learning areas, and a series of stakeholder advisory workshops. Workshop delegates include mathematics & statistics and science teachers, PLD facilitators and curriculum design experts.

This is not a review of NCEA, however, the review of resource and support materials will provide recommendations to address any identified trends/issues.

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Helios project update

Principals, school executive officers, project managers and Boards of Trustees will get a first look at Helios in July. Helios is the new asset management system which will replace the Ministry's Property Management Information System (PMIS).

Helios will provide schools, property professionals and the public with access to school property information.

A webinar schedule will be published in March, with brief webinar information sessions available for users between June and July.

In early 2016, principals and Boards of Trustees will be able to see more specific property information about their school such as progress of building work planned by the Ministry, and property asset data. Training will be scheduled for this stage in 2016.

Please [email us](#) if you have any questions or feedback.

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Sending attendance, absence and truancy data for the Social Sector Trials

We would like the following attendance data for your school for all of term four as part of the Social Sector Trials. To do this please:

- Make sure the reasons for absence are up-to-date – we count blanks and “?” as truant.
- Extract the attendance file for **all of term four** – Monday 13 October 2014 to Tuesday 16 December 2014
- Use the School Data Portal to send the file by **3 March 2015**

Not using an eAR?

If you're **not using an eAR** to record attendance for your whole school roll, please email: attendance.survey@minedu.govt.nz or call 04 463 8056 as soon as possible so we can amend our records.

If you wish to discuss the survey email: attendance.survey@minedu.govt.nz or call 04 463 8056

[You can find general information about sending attendance data to the Ministry here](#)

Why we are collecting extra attendance data

We need to collect attendance data for all terms from schools in the Social Sector Trial areas because we want to deal with truancy by using evidence from schools to better target resources. To do this, we need to gather attendance information and work out where truancy is happening. To get useful results, we need data from as many schools as possible, including schools that do not have attendance problems. The data is used by trial leads to monitor the effectiveness of trials and so they can report their progress to government.

About the Social Sector Trials

The ministries of Education, Health, Justice and Social Development, and the New Zealand Police have developed the Social Sector Trials to improve the outcomes of youths within your trial area. The Social Sector Trials involves working together to change the way social services are delivered.

The Social Sector Trials started on 1 March 2011 in six communities: Taumarunui and Waitomo, South Waikato, Kawerau, Horowhenua and Gore districts. We've extended the trials in these six locations to finish on 30 June 2015.

Ten further Trials began on 1 July 2013 in Kaikohe, Rānui (West Auckland), Waikato District, Rotorua District, Whakatane Township, Gisborne City, South Taranaki District, Wairarapa (Masterton, South Wairarapa and Carterton districts), Porirua, and South Dunedin. Trials in these ten locations are due to finish on 30 June 2015.

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Writers wanted for Te Marautanga o Aotearoa teaching, learning and assessment material

We are looking for confident Māori-medium teachers whose students are achieving good internal and external results. Does this sound like someone you know? If it does, we would love to hear from them.

We invite teachers who specialise in teaching curriculum Levels 6-8 of Te Reo Rangatira, Ngā Toi, Hangarau, Pāngarau, Pūtaiao, Hauora and/or Tikanga-ā-Iwi to participate in development of new achievement standards and associated materials.

We would also like to hear from teachers with experience in teaching programmes assessed against *The New Zealand Curriculum* in a Māori-medium setting in Health and Physical Education, Technology, Science (Biology, Chemistry, Earth and Space Science, or Physics), Mathematics and Statistics, The Arts, and Social Sciences (Geography, History, Economics, or Social Studies).

Involvement in the development process will provide an opportunity to contribute to our goal of lifting Māori student achievement and will provide valuable networking opportunities. This will benefit the individual teacher and the kura.

Please ask suitable teachers in your kura to contact Ruakiri Fairhall on 04 463 8214 or [email Ruakiri](#) with the following:

- Your name
- Name of your kura
- Learning Area and/or subject areas to which you could contribute

Further information

Te Marautanga o Aotearoa (TMOA) was gazetted in 2008. Material continues to be developed to support teaching, learning, and assessment in Māori medium secondary school settings (Tau 11-13).

To date, we've developed and published assessment resources to support the registered Level 1 achievement standards and Level 2 Te Reo Rangatira standards. We've also published draft Papa Whakaako for Hauora, Pāngarau, and Te Reo Rangatira.

- From 2016, Level 3 Te Reo Rangatira achievement standards and Level 2 Ngā Toi, Hangarau, Pāngarau, Pūtaiao, Hauora and Tikanga-ā-Iwi achievement standards will be available.
- From 2017, Level 3 Ngā Toi, Hangarau, Pāngarau, Pūtaiao, Hauora and Tikanga-ā-Iwi achievement standards will be available.

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The Extraordinary Care Fund: round one complete

During the first funding round, over 300 children were awarded grants of up to \$2,000. Some of the things we provided funding for included representational sports events and clothing and equipment needed for the trip, music and other types of specialist 1:1 tuition, teacher aides, and technology items such as computers and mobile devices.

Helping more children

Applications for the next funding round opened on **19 January and close 27 February**. We encourage you to spread the word among your friends, family and networks. [For more information including criteria and guidelines click here](#).

About the Fund

Carers receiving the Orphan's Benefit or Unsupported Child's Benefit can apply to the Fund for up to \$2,000 each financial year where the child in their care is experiencing hardship that's affecting their development or is showing promise in a particular area. [To open the Extraordinary Care fund factsheet click here](#)

Extraordinary Care Fund Funding Rounds

Application dates	When you'll find out and the grant will be paid
19 January – 27 February	3 April
18 May – 26 June	31 July
21 September – 30 October	4 December

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Trialling of Level 2 Te Marautanga o Aotearoa achievement standards

Assessment tasks for the following learning areas are about to begin trialling. These standards will be available for kura to use from 2016.

- **Level 3**
Te Reo Rangatira
- **Level 2**
Hangarau
Hauora
Ngā Toi
Pāngarau
Pūtaiao
Tikanga ā-lwi

[Click here for draft level 2 material.](#) Further draft material will be uploaded as it becomes available.

Kura not involved in trialling assessment tasks are encouraged to look at the material and provide feedback to Ruakiri Fairhall on DDI 04 463 8214 or by email ruakiri.fairhall@minedu.govt.nz

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Heads up items 1,2, 3, 6 and 9 are in full in the index

General

Information of interest from Education New Zealand (ENZ)

[New Zealand China Sister Schools fund now open for applications](#) and [SIEBA \(Schools International Education Business Association\) makes strong progress](#)

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Winners announced 2015 Schools Genealogy Competition!

Over 100 children from around New Zealand entered the 2015 Schools Genealogy competition run by the New Zealand Genealogy society (NZGS). The topic: What did you do in the war – Grandy?

NZGS was very impressed by the quality and standard of the entries this year and found the stories really moving. The enthusiasm of the younger students and their teachers really shone through. The NZSG 'Chocolate Fish team have generously donated the prizes to the eight successful students.

Here are the winners for each category:

Years 1-8 written

Winner: Nathan Tarei (Putaruru Primary School)

Joint runners up: Genevieve Woolf (Saints Peter and Paul School) and Mikala Shannon (Solway College)

Years 1-8 poster

Joint winners: Sarah Clarke (Northland School)and Ben Knopp (St Brigid's School)

Runner up: Jack Pearson (Remarkables Primary School)

Years 9-13 written

Winner: Campbell Clarke (Excellere College)

Years 9-13 poster

Winner: Anna Cairns (John Paul College in Rotorua)

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Year 7 and 8 immunisations

MoH has produced [new videos and consent forms](#) to support Year 7 and 8 immunisation in schools. MoH would like to thank participating schools for their support for the programme and has produced a [black and white](#) or [coloured](#) insert for schools to use in their newsletters if they wish.

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Network for Learning progress

Over half of all schools are connected to the Network for Learning (N4L) Managed Network receiving government-funded, high quality internet with uncapped data.

If your school has recently connected, or you are preparing to connect to the N4L Managed Network, we would like to remind you to visit the ['Connecting to the N4L Managed Network' section of Enabling e-Learning on TKI](#) to find out how to make the most of digital technology to support teaching and learning.

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REGIONAL NEWS



TAI TOKERAU | Hira Gage

No news this issue. Email me any time hira.gage@minedu.govt.nz

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AUCKLAND | Kevin Emery

Progress and Consistency Tool (PaCT) Presentations

Schools interested in using the Progress and Consistency Tool (PaCT) are invited to attend introductory presentations commencing in Term 1.

The first session will take place Wednesday 18 February at the Grand Chancellor Auckland Airport. There will be two presentations: the first is 9.00am-10.30am and the second 10.30am –12.00pm.

[Additional presentations will be held throughout Auckland on the 10/11 March](#)

This will be a great opportunity to find out how the PaCT tool can support teachers to make dependable judgments on student progress and achievement.

Feel free to [email me](#) or call 09 632 9333 at any time.

Ngā mihi
Kevin

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WAIKATO | Paula Rawiri

Tēnā koutou katoa,

Hamilton Children's Team

We recently welcomed Cathy Holland as Director of the Hamilton Children's Team. Cathy is the former Chief Executive of Parentline and comes with a wealth of experience in the health sector. We are very lucky to have Cathy leading this important work to support children and young people in Hamilton city.

The Hamilton Children's Team is a key part of the government's plan to support vulnerable children and their families. The Children's Action Plan helps communities take the lead in identifying vulnerable children, children at risk of abuse and neglect, and working together to help them thrive, achieve and belong. Professionals working in the field of Education, Police, Health, Justice, Children Young Persons and their Families, Waikato-Tainui and social sector community organisations all will have a role in the Hamilton Children's Team as it gets up and running.

Cathy will be based for a period of time in the Ministry of Education offices whilst permanent premises for the team are found. I see this as an important opportunity to learn from Cathy and the direction the Children's Team will take but also provide a window for her in the education sector to ensure that the team and the work for and with children is successful.

I will keep you posted as more information about the Children's Team comes to hand, if you would like to know more please [contact me](#)

Investing in Educational Success

In the last couple of weeks I've had several enquiries seeking information about [Investing in Educational Success](#). Our team is willing to come and speak with you individually or as a group. Sometimes it's easier to have a discussion if you have questions or just want to talk through the approach. Please give me a call or speak with your senior advisor if you would like to organise a meeting.

A bouquet...

Thank you to the principals who have hosted me at their school over the last fortnight. I have appreciated the time you have taken to show me around your school, introduce me to your students and staff and share with me your priorities and focus. I think it's important to be able to see you in action and hear what you are doing so as the Ministry of Education we can support you in the best way possible.

Ki roto i ngā manaakitanga.

Paula

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BAY OF PLENTY, ROTORUA, TAUPO | Ezra Schuster

Bay of Plenty-Waiariki Update

I trust you've had a good start to the term. I've really enjoyed getting out and about meeting with many of you in the last fortnight. There a number of important notices and reminders in this Bulletin from various parts of the Ministry and I'd encourage you to read them and if you have any questions, please don't hesitate to contact your senior advisor or email one of our managers [Cheryl Bunker](#) or [Graham Parker](#)

Lesson in inclusiveness - Western Heights High School

I wanted to start this Bulletin by acknowledging Western Heights High School on [this article in the media](#) last week. The headline says it all - a wonderful achievement for these young men and their families - and recognition of how powerful inclusiveness is to building a community. Congratulations to the principal Violet Pulham-Waerea and her team at Western Heights.

Bay of Plenty-Waiariki Iwi success

Last week, our Minister (Parata) released the Iwi education profiles and I was really encouraged and proud of the progress and success of our Iwi across the Bay of Plenty-Waiariki. Profiles indicate that Iwi across the Bay of Plenty are performing especially well with Ngati Whakaeue, Ngati Rangī and Ngati Ranginui in the top bracket of students achieving NCEA Level 2 or higher. The progress reflects the great work Iwi are doing to mobilise their communities to achieve and to strengthen their links with schools and kura. This is an area I am committed to supporting you and our Iwi leaders with. [Here is more info on the profiles](#)

IES and Communities of Schools

My team and I have been busy meeting a number of groups of principals and school boards about Communities of Schools and interest continues to grow. A reminder too that applications for the Teacher Innovation Fund close this Friday 20 February.

Rotorua Energy Trust

I met recently with Stuart Burns, chief executive for the Rotorua Energy Charitable Trust, to discuss their education strategy and vision for Rotorua. I have always been a big fan of organisations like the Rotorua Energy Charitable Trust and the great work and investment they put into a whole variety of community and school projects. My meeting with Stuart also highlighted how important it is to share information, data and to better understand our respective roles to raise student achievement. Stuart and I have agreed to maintain regular contact and I look forward to working with him and other charitable organisations across Bay of Plenty-Waiariki.



Positive Behaviour for Learning and Police

The Ministry in collaboration with the Police are co-hosting a Hui in Rotorua today and tomorrow (16 and 17 February). Our Positive Behaviour for Learning School Wide (PB4L) team is working with school community policing officers from across Bay of Plenty-Wairariki to develop a partnership prevention model between the Police and Ministry – a national first! We intend to develop a model where schools use their PB4L School Wide processes to identify their needs for school community Police support. The next step will be to further develop best practice on how Bay of Plenty school community officers will operate in a PB4L school environment in the future. Special thanks to Rose Brown, Dorcas Kayes and Fiona Peake from our PB4L team for leading this great initiative.

Western Bay of Plenty RTLB leading the change

I had the pleasure of catching up and meeting with the lead school for the Western Bay of Plenty RTLB Cluster, Bruce Jepson principal of Te Akau Ki Papamoa and Marie Petersen, RTLB cluster manager just before the start of term. Bruce and Marie have pulled together their 30 RTLB into one location in central Tauranga, albeit temporarily, before their new permanent home at Greerton Village is completed in early March. The delays in getting into their new home were caused by our side and I appreciate how flexible Marie, her team and Bruce have been. Managing change isn't always easy, especially for a large group of staff delivering services across a whole lot of schools, but I was really impressed with the attitude and commitment of their team to deliver a quality service to schools and learners. Well done Bruce and Marie!

Have a great fortnight and if you want to contact me email ezra.schuster@minedu.govt.nz

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HAWKE'S BAY, GISBORNE | Marilyn Scott

Greetings everyone

By now the excitement of the beginning of the year will have worn off a little and you'll all be into the swing of things for the year. Now I've settled back into the area and got used to the heat and the lack of wind, I've sort of caught up and am looking forward to the current year and meeting more of you as it progresses.

I saw lots of kids and their whānau at Clive Domain on Waitangi Day. It was a bit cold but plenty of brave people went out in the Kahungunu waka. Not me, but we did do a bike ride with the Flaxmere community on the 11th, from Flaxmere to Hastings and back again. There were nine of us from the Ministry involved, in our "Ask me about NCEA" T shirts.



Congratulations

Congratulations to Geraldine Travers, principal of Hastings Girls' High School, who became a Member of the New Zealand Order of Merit (MNZM) in the New Year's honours list. I understand that Geraldine has also just been sworn in as a Justice of the Peace, so congratulations on that too Geraldine.

Communities of Schools (COS)

Of the first 11 approved, we have two in our area, and a third COS waiting for approval. I'm meeting with groups of schools over the next couple of weeks, and am very happy to talk with principals or boards or both (and parents) at any time. Our Analyst, Carys Lloyd - tel: 06 831 0654 or [email](#) - will be very happy to give you 'best fit' transition data for the schools in your area, so you can see which schools naturally fit into a community, based on where the students go. We know there are a number of groups of schools beginning to talk together about forming a community and we can give you all the help you need to get

started, both at the beginning and later as you decide on achievement challenges, once approved as a COS.

Early Childhood Participation Rates

More children starting school have participated in early childhood education (ECE). The latest statistics on children that regularly participated in ECE prior to starting school show the participation rate has increased to 97% for the Hawke's Bay/Tairāwhiti region. This is higher than the national figure of 96.1% for the period ended December 2014. It is also an increase of 1.2% from December 2013.

Regional statistics also show positive increases in participation in ECE:

Territorial Authority	Prior Participation rate December 2013	Prior Participation rate December 2014
Gisborne	94.6%	95.6%
Wairoa	90.6%	94.7%
Hastings	96%	97.3%
Napier	97.6%	97.9%
Central Hawke's Bay	94.7%	98.1%

The National Better Public Service Goal is "in 2016, 98% of children starting school will have participated in quality ECE".

Media

From time to time school principals have to work with the media, and it can be a bit daunting if you've never done it before. I've included here a one pager put together by our Christchurch Office for Canterbury schools that you might find useful. Please feel free to use it – and thanks to the Christchurch office of the Ministry for allowing us to pass it on.

[See MoE principals Media Check Sheet](#)

Fees and Donations

I've had a few complaints from parents about schools charging fees. Please remember that state schools may not charge compulsory fees, except for Attendance Dues charged by state integrated schools. The rules are quite clearly laid out in the Circular, and I draw your attention to the flow chart that's produced elsewhere in this bulletin. If in doubt, please call me, I'm always happy to discuss these sorts of things.

Finally, I want to join many of you in expressing my sadness at the recent passing of two people that I personally held in high regard, as did many of you. Sir Apirana Mahuika was so special to so many people and such an advocate for Ngāti Porou people; he will be sadly missed.

Haere ra e te Rangatira Apirana, hoki atu ki nga mano tini e. Hoki atu ki te ao wairua, e kore rawa koe, e warewaretia, moe mai moe mai e te Rangatira.

The other person who passed away recently was Jann Carvell, ex-principal of Fairhaven School in Taradale. Jann and I had lots of fun when I was in Hawke's Bay as Local Office Manager. I could always rely on her to come up with innovative solutions for children with special needs. She was a fierce protector and educator of her kids, always believing that for each student, no matter how great the disability, progress could be made and achievements reached.

Ngā mihi
Marilyn

Phone: 06 833 6898

Email: Marilyn.scott@minedu.govt.nz

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TARANAKI, WHANGANUI, MANAWATU | Jann Marshall

Kia ora koutou

With at least two full weeks of term 1 completed, I am sure that you are all well and truly into the swing of things and holidays are a distant memory. We appreciate this is a busy time of year with schools preparing charters for 2015, dealing with an influx of new students, and in some cases beginning new professional development or initiatives.

Your senior advisor will be in contact with you throughout the year to discuss how best they can support you to accelerate achievement for your targeted students. Please do not hesitate to call us at any time no matter how big or small you think your question might be.

Whanganui Children's Team

Last year I ran an information session for Whanganui schools to inform them of the arrival of a Children's team. We have since been informed that the timeline for the rollout has been delayed from June until December 2015.

Originally, we were told that the team would start small and cover Whanganui only. Since then we have been advised that the team will support families in Mid-Central District Health Board's region. This is significantly wider than first thought. We will update all schools in the catchment area as soon as we have more information.

[Click here for information on the children's action plan](#)

Please feel free to [email me](#) anytime.

Ngā mihi
Jann

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WELLINGTON | Pauline Cleaver

PaCT Workshops

Schools interested in using the Progress and Consistency Tool (PaCT) are invited to attend introductory presentations running in Term 1.

The first session will take place on 24 February at Brentwood Hotel, 16 Kemp Street Kilbirnie. There are three presentations times available: 10am -11.30 am, 11.30am -1 pm and 4pm-5pm

[Additional presentations will be held around Wellington on 3 /4 March](#)

Welcome to New Staff

We welcomed Jo Brider to Ella Tavernor's Education Team (Horowhenua-Upper Hutt-Wellington) on 3 February 2015.

Jo is taking up a fixed term position until the end of June 2015. As well as senior advisor responsibilities, Jo will have a focus on social sector coherence to support the work of ECE services and schools, and on student engagement and wellbeing. Jo will explore new ways of working with the wider social sector and will make recommendations on how the education teams might work with the wider social sector in future.

Jo comes to us from our national office where she has been working on bullying prevention, including supporting the cross-sector Bullying Prevention Advisory Group. Jo's experience includes managing multi-agency teams supporting vulnerable families in a London borough, teaching and leading in primary and secondary schools, Ministry roles in PLD and student wellbeing, and managing policy teams for MSD, including the Vulnerable Children work.

New Central District Manager

Rob Nicholl will be acting in the role of District manager for the Central District until June 2015. Rob has come from the role of the Greater Wellington District Fund manager and has been a Service manager for Special Education for ten years. Rob's can be contacted by phone 027 443 8006 or email: robert.nicholl@minedu.govt.nz

Please feel free to call me 04 463 8668 or email me at Pauline.cleaver@minedu.govt.nz

Ngā mihi,
Pauline

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NELSON, MARLBOROUGH, WEST COAST | Erika Ross

Kia ora koutou

Role of senior advisors

I was recently asked by a new principal what the role of the senior advisor was. With a number of new and first time principals in the area this year it's probably a good time to clarify that for everyone. You can expect support, advice and guidance from your senior advisor for roll reviews, resourcing questions, student achievement and engagement issues including IRF request, school planning and reporting, and just about anything else you don't know and can't find the information.

If your senior advisor doesn't know the information themselves they will make every effort to access it for you or find out where you can get it. Your relationship with your senior advisor is a critical one – the more they know about you and your school the better they can support you- whether that is for accessing PLD, other resources or by just being a sounding board when you have a problem. Never hesitate to call.

We have taken on feedback from many of you that it was often hard to get hold of a senior advisor and so we have set ourselves a goal of responding within 24 hours. This is a challenge as we are on the road a lot and often in places without cell phone reception. We also have two senior advisors - Murray Cain and Hilary Clifton who job share so they are not always available. Whoever your senior advisor is, if you need advice and can't reach them please call our office on 03 546 3470 or call or email me on 027 509 0430, Erika.Ross@minedu.govt.nz

Our goal is to make sure that someone gets back to you to help within 24 hours. Later this year, I will seek your feedback on how well we are doing – although I hope you will tell me before then if there are any problems.

Resources for secondary schools

A set of national newsletters were sent out to all secondary schools from UC Education PLUS that provides a very good outline of the resources and support available. Curriculum leaders could use these with their teachers as they include practical support eg links to relevant websites.

They have been emailed to middle leaders in your school but given staff can change or the email list may be out of date –you can email Lesley.brown@canterbury.ac.nz to get them sent to you.

Ngā mihi
Erika

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CANTERBURY | Coralanne Child

[Regional update from Coralanne](#)

Feel free to [email me](#) anytime.

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OTAGO, SOUTHLAND | Julie Anderson

Kia ora koutou and warm Pasifika greetings

The highlight of the last week for me was the Te Tiriti o Waitangi 175th celebrations at Te Rau Aroha Marae in Bluff. The haka, powhiri and waiata by students of Te Wharekura O Arowhenua to welcome the manuhiri onto the marae was stunning. The whole school was present and the students also performed to entertain the dignitaries as the kai was served. Bluff crayfish is as good as ever and of course the mutton bird (tītī) and smoked eel (tuna) also went down well. Other dignitaries included our native kakapo, kiwi and tuatara watched over by the Department of Conservation staff. Well done Te Wharekura o Arowhenua; you performed with poise and passion and looked immaculate!

After lunch, Sir Tipene O'Regan spoke about the meaning of the Treaty as we move forward towards the last quarter of the second century since the signing of the Treaty. He stressed the need to consider the principles of the Treaty and not just the settlement claims, the multicultural nature of New Zealand society moving forward and the importance of the Treaty as the founding document of our nation. A discussion on the importance of water as a natural resource and, the use of Te Reo in schools provided insightful after lunch dialogue.

Shotover Primary School

Shotover Primary School opened on Thursday 5 February. The school currently has 89 students enrolled in years one to four, with the majority of enrolments in years one and two. The school will extend to Year 1-8 in 2016. The design of the school provides learning 'habitats' which enable a range of flexible teaching and learning opportunities. Staff have a goal to create an environment that does not limit the imagination of students at the school. Staff have the opportunity to work collaboratively to meet the individual needs of all students. Best wishes to Ben Witheford and his team, and the community as they open the new school.

Welcome to new Principals

We have a number of new principals to our Otago/Southland region. We hope you have had a great start to your new school and principalship. A warm southern welcome to you all from the team at the Ministry. Please don't hesitate to contact us should you need any help working out the way we do things in "the Deep South".

I look forward to meeting with you and hearing about any of your successes or concerns.

Ngā mihi mahana

Julie

Email: julie.anderson@minedu.govt.nz

Direct Dial: 03 471 5217

Cell phone 027 836 4846

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EVENTS

15-18 FEB 2015 – [Association of International Education Administrators' Annual Conference, Washington DC](#)

04-08 MAR 2015 – [Te Matatini National Kapa Haka Festival 2015, North Hagley Park, Christchurch](#)

18-21 MAR 2015 – [ASB Polyfest, Manukau Sports Bowl, Auckland](#)

14-15 MAR 2015 – [Pasifika Festival 2015, Auckland](#)

22-25 MAR 2015 - [SPANZ Conference, Rotorua](#) **New**

23-26 MAR 2015 – [Asia Pacific Association for International Education Conference and Exhibition 2015, Beijing, China](#)

24-27 MAR 2015 – [ActivePost National Secondary School Waka Ama Championships, Tikitapu – Blue Lake, Rotorua](#)

15-17 APR 2015 – [NZ Association for Cooperative Education Inc 2015 Conference, Wellington](#)

27-29 MAY 2015 - [NZEI Rural & Teaching Principals Conf, Queenstown](#) **New**

30 JUN – 3 JUL 2015 – [New Zealand Principals' Federation Conference, Wellington](#)

09-11 JUN 2015 – [International Enhancement Themes, Glasgow](#)

24-26 JUN 2015 – [6th IEA \(International Association for the Evaluation of Educational Achievement\) International Research Conference, Cape Town, South Africa](#)

03- 5 JUL 2015 - [NZSTA 26th Annual Conference, Auckland](#) **New**

15-18 SEP 2015 – [European Association for International Education 27th Annual Conference, Glasgow](#)

23-26 NOV 2015 – [4th International Conference on Language, Education and Diversity, University of Auckland, NZ](#)

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MINISTRY NEWSLETTERS

[Latest ESOL News Update](#)

[All Ministry Newsletters](#)

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UPCOMING MINISTRY COMMUNICATIONS

[Click here to open the word document of upcoming Ministry information for schools for 2015](#) (changes highlighted in yellow see months March, May and July)

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LIST OF EDUCATION-RELATED WEBSITES

Below is a list of NZ websites you may frequently access. We hope it helps to have them all in one place. If you wish to comment or have any suggestions regarding this item, please email bulletin@minedu.govt.nz

Education agencies

[NZQA](#) | New Zealand Qualifications Authority

[ERO](#) | Education Review Office

[ENZ](#) | Education New Zealand

[NZTC](#) | New Zealand Teachers Council

[EDUCANZ](#) | Education Council of Aotearoa NZ

[Careers NZ](#)

[UNESCO](#) | United Nations Education, Scientific and Cultural Organization

Other government education agencies

[NZSTA](#) | New Zealand School Trustees Association

[PPTA](#) | New Zealand Post Primary Teachers' Association

Contact us at: bulletin@minedu.govt.nz

+64 4 463 8919

www.minedu.govt.nz

[NZPF](#) | New Zealand Principals' Federation

[SPANZ](#) | Secondary Principal's Association of NZ Inc

[NZEI Te Riu Roa](#) | New Zealand Educational Institute

[NZCER](#) | NZ Council for Educational Research

Ministry of Education websites

[ECE leadership, management and administration](#)

[ECE teaching and learning](#)

[Education Counts](#)

[Education Gazette](#)

[Educational Leaders](#)

[National Student Index](#)

[New Zealand Curriculum](#)

[Novopay Schools Payroll](#)

[Secondary Education Portal](#)

[Shaping Education – Future Direction](#)

[Services for Tertiary Education Organisations](#)

[Study it \(for NCEA students\)](#)

[Te Kete Ipurangi | TKI](#)

[Teaching and Learning Catalogue \(Down the back of the chair\)](#)

[Teach NZ](#)

[WICKED – games and activities to help with learning](#)

[Youth Guarantee and Vocational Pathways](#)

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FEEDBACK

Send us your feedback, comments or questions on any topic in the bulletin or anything else on your mind - to: bulletin@minedu.govt.nz

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MINISTRY OF EDUCATION

Te Tōhuhu o te Mātauranga

CONTACT PETER HUGHES

[Click here to send a message directly to Peter Hughes](#)