

Ministry bulletin for

SCHOOL LEADERS

He pitopito kōrero

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Critical need to know and action

1. [Peter Hughes on Investing in Educational Success](#)
2. We had a request from a principal to put this link near the top of the bulletin: [Teaching Scotland's Future](#) – a national programme to deliver improvements in teachers' professional learning. Here's another link you might find useful: [Friday Institute for educational innovation](#)
3. Applications for 2015 study awards and sabbaticals for secondary and area principals close Monday 9 June. [Apply now!](#)
4. This year, schools must submit their annual reports and audited financial statements for the 2013 financial year to the email address that is relative to their region: Click as appropriate to submit: [Auckland](#) | [Hamilton](#) | [Rotorua](#) | [Napier](#) | [Lower Hutt](#) | [Whanganui](#) | [Nelson](#) | [Christchurch](#) | [Dunedin](#) | [Invercargill](#) - advice on this can also be found in the [Annual Reporting Circular 2013/29](#)
5. [Education and the 2014 budget](#)
6. We have disestablished the International Relocation Grant and Finders' Fee. No further claims will be accepted after 30 April 2015. [Read more...](#)
7. We are disestablishing the National Relocation Grant from 30 April 2015 and no applications will be accepted after this date. [Read more...](#)

Heads up

1. [Modern Learning Environment case study](#) – Breens Intermediate School, Christchurch.
2. EROs new national reports: *supporting school improvement through effective teacher appraisal* and *supporting school improvement through effective principal appraisal* and *towards equitable outcomes for secondary schools good practice* were published in May. [Read more...](#)

3. The timetable for the Boarding Allowances scheme is now set and available on [our website](#). Applications for the next selection round are due on 6 June by end of business
4. We will soon be asking secondary and composite schools in the Social Sector Trial areas for term one attendance data. [Read more...](#)
5. Over the next week, a small sample of schools will receive a communication from Maths Technology inviting teachers to participate in a short survey about an online tool. The purpose is to gain information about whether it adds value to the classroom by helping to build student and teacher knowledge
6. Article links from the Ministry of Education Library that you may find useful - Figes, O. (2014, 23 May). [Students don't read books any more. Why?](#) *TES magazine* | Smyth, H. (2013). [What does research say about the effectiveness of professional learning and development for culturally responsive teaching at primary school level?](#) *New Zealand Journal of Teachers' Work*, 10(1), 169-189.

General

1. [Congratulations to all award winners!](#)
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3. [Eight new local teams to support vulnerable children](#)
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9. [New teachers' aide training kit for schools](#)
10. [Delivering Social Services Every Day](#)
11. [Updated version of GETS – Government Electronic Tender Services](#)

12. [Youth Guarantee](#)

List of upcoming Ministry Communications

1. [Click here to open the word document](#)

NEW: List of education-related websites

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

Regional News

Northern

No news this issue. [Click here for previous news](#)

Central North

1. The Incredible Years Teacher primary sector programme begins on 8 August in Gisborne; there are two places left so if you want to attend, please email [Julie Dawson](#) or [Jill Hughes](#) as soon as possible
2. Two Incredible Years Parent programmes begin in July; a day programme and an evening one both in Gisborne. Please email [Julie Dawson](#) or [Jill Hughes](#) for more information

3. Commencing 10 June, training is available in the Waikato district training in the [use of the preventing and responding to suicide resource kit](#)
4. [Talk to Learn PLD](#) 29 JUL Napier, 9am – 12.30pm

Central South

1. [AppExplore – iPad training](#) 19 June 9.30am – 2.30pm, Wellington

Southern

1. [Modern Learning Environment case study](#) Breens Intermediate School, Christchurch
2. [Shaping Education June newsletter](#)
3. [Assistive Technology May newsletter](#)

Events

1. [Click here to see 15 new events](#)

Newsletters

1. [Property News Issue 13](#)
2. [Shaping Education June](#)
3. [RTL B Issue 20](#)
4. [Southern Region Assistive Technology May](#)

Critical need to know and action

Peter Hughes on Investing in Educational Success

Today sees the release of the Investing in Educational Success (IES) Working Group's report. Read the [Minister's Press Release](#), which has a link to the Membership of the Group.

The Group worked together in a very constructive and collaborative way with the shared goal of providing sound advice to improve the initiative and ensure it will deliver the outcomes we're seeking in improved educational achievement for students, better opportunities for collaboration between teachers, principals and boards and clearer career pathways for the profession.

The Working Group provided some really constructive advice to improve the design of the IES package. The Working Group also identified further work required and how this work could be delivered with broader sector input.

Ministers have accepted the majority of the Working Group's advice. We now have more work to do to further progress the design and the planning for implementation and are in a great position to do that.

We have invited members of the Working Group to join an Advisory Group to continue to provide sector input to the initiative. We are also inviting a number of education academics to join this group.

We will also invite the teaching and principal unions to enter into negotiations to vary collective agreements to support implementation of IES. This will happen shortly.

You can find the Working Group's Report, Ministers' response to the report and a range of other information [on the Ministry's website here](#).

I encourage you to read this information as the changes, which will roll-out from 2015, will be significant.

I have asked Graham Stoop to lead the Ministry's further design and development work and Graham will be doing a live web-based question and answer session on Thursday 5 June from 4-5pm. If you are interested in taking part, please visit the main page of the Ministry website: www.minedu.govt.nz from 9am on Thursday morning, 5 June, for login details.

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The International Relocation Grant and Finders' Fee has been disestablished

No further claims will be accepted after 30 April 2015. For individuals and schools in the process of recruitment, please continue using the current process [which can be found on our website](#)

Your recruitment process must have begun before 3 June 2014 for claims to be processed and you must meet the teaching time eligibility requirements before 30 April 2015. Please submit all required documents as soon as you are eligible and no later than 30 April 2015. If you have any questions please email our [Service Payroll](#)

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We are disestablishing the National Relocation Grant from 30 April 2015

No applications will be accepted after this date. Individuals and schools are encouraged to apply for the [Transfers and Removals](#) payments, and will have to from 30 April 2015. For those completing current NRG applications please continue to use the standard application [process](#). All paperwork must be submitted to the Ministry no later than 30 April 2015.

If you have any questions please email our [Service Payroll](#)

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All other Critical need to know and action items are listed in full on the Index page

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Heads up

Schools' term 1 attendance data – Social Sector Trial areas

Sending attendance data for the Social Sector Trials

You've likely already recorded your attendance data for term one in your Electronic Attendance Register (eAR), so you'll only need to extract and send the data as follows:

Make sure the reasons for absence up-to-date – we count blanks and “?” as truant. Extract the attendance file for **all of term one** – Monday 27 January 2014 to Thursday 17 April 2014.

Use the School Data Portal to send the file by **21 June 2014**.

[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 this year from schools in the Social Sector Trial areas. 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.

About the Social Sector Trials

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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General

Congratulations to all award winners!

Twenty five educators were recognised at the recent Regional Awards for ASG National Excellence in Teaching and Cognition Education Excellence in Leadership.

Parents, parent associations, secondary student councils, boards of trustees and management committees nominated educators from early childhood centres'; primary,

intermediate and secondary schools around New Zealand and 25 received excellence in teaching and excellence in leadership awards.

Congratulations to Excellence in Teaching award winners

Secondary

Annie McCreary	Year 9 technology L1 fashion and design and L2/3 textiles' teacher,	Nayland College, Nelson
Ian Torrie	Head of science and chemistry department, head of faculty, teacher mentor and PD leader	St Cuthbert's College, Epsom
Rose Waerea	Head of social studies and head of music	Bream Bay College, Ruakaka
Tina Youngman	Science and biology teacher	Paeroa College

Primary/Intermediate

Fiona Cook	Year 2/3 teacher and runs Reading Recovery programme	Parklands School, Motueka
Christine Earnshaw	Syndicate leader for years 7/8	Bruce McLaren Intermediate, Henderson
Glynis Knox	Full time classroom teacher, senior syndicate leader and assistant principal	Frankton Primary School, Hamilton
Mehar Nabi	Year 7 team leader and teacher at the school for 20 years	Royal Oak Intermediate, Auckland
Elena Warnock	Assistant principal and year 1 teacher	Russell Street School, Palmerston North

Early Childhood

Christine Alford	Mairtown Kindergarten, Whangarei
Lynda Hopkin	Head teacher at Miramar Community Crèche, Wellington
Jane Ratai	Cornerstone Preschool, Gisborne

Congratulations to Excellence in Leadership award winners

Secondary

Melissa Bell	Principal for six years	St Hilda's Collegiate, Dunedin
Terry Consedine	Deputy principal and year 13 religious education teacher	St Aquinas College, Tauranga
Martin O'Grady	Principal for five years	Karamu High School, Hastings
Petrina Thomas-Chisholm	Drama teacher	Otumoetai College, Tauranga

Primary/Intermediate

Charlotte Castle	Teaching deputy principal	Redhill Primary School, Papakura
Brent Griffin	Principal	Western Heights Primary School, Rotorua
Peter Hopwood	Principal	Donovan Primary School, Invercargill
Elizabeth Weir	Principal	Springston Primary School, Canterbury
Susan Whysall	Deputy Principal	Owairaka District Primary School, Mt Albert

Early Childhood

Jane Craig	Head teacher at Tokomaru Early Childhood Centre
Kelly-Anne Lambert	Apples Childcare Learning Centre, Mairangi Bay
Mary-Rose O'Loughlin	Education Manager overseeing all Westport kindergarten centres

More information about these awards is available on the [NEiTA website](#)

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Congratulations also to school movie competition winners

Putaruru College, Tamaki Primary (Panmure - Auckland), and Christchurch South Intermediate School were named as the winners in the recent Our Nation's Children movie competition judged by Andrew Adamson. [The three winning movies can be viewed here](#) (scroll to the bottom of the web page)

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Eight new local teams to support vulnerable children

Eight new Children's Teams will be up and running by June 2015. Children's Teams are a key part of the Children's Action Plan, a 10 year cross-government plan designed to address and reduce child neglect and abuse and make sure people know what to do to help protect children.

The locations of the new teams are Horowhenua (Levin/Shannon/Otaki/Foxton), Marlborough (Blenheim/Picton), Hamilton City, South Auckland (Clendon/Manurewa/Papakura) to be operational by the end of March 2015 and Gisborne, Whanganui, Christchurch and Whakatane to be operational by the end of June 2015. There are demonstration Children's Teams already operational in Rotorua and Whangarei.

For further information contact your Regional Director or [Catherine Williams](#) (Principal Advisor, Children's Teams). Also see: [Minister Bennett's media release](#) | [Children's Teams' Fact Sheet](#) | [Children's Teams' FAQs](#)

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Bullying Prevention Advisory Group (BPAG)

BPAG is working on a set of actions to address bullying in schools – details to come in June. BPAG members are still keen to receive feedback from principals on the *Bullying prevention and response guide*. BPAG wants to hear what principals think of the guide and how it can be improved. They are also interested in hearing about any bullying policies schools have developed based on the guide. [Feedback is welcome via email](#)

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BPAG – Cyber-bullying

Guidelines for the surrender and retention of property and searches: SPANZ and NetSafe and other BPAG members will work with principals and Ministry of Education staff to develop more comprehensive advice, including a sample policy for schools, focusing on electronic devices and digital material: [see our website](#)

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Completion of international field trials for TIMSS and TALIS

Many thanks to the schools who recently participated in the successful field trials for the two international studies: Teaching and Learning International Survey (TALIS) and Trends in International Mathematics and Science Study (TIMSS). We appreciate the willingness of principals, teachers and students to put in the time and effort to take part, as well as the support of boards. We are now entering all the data and schools that participated in TIMSS will soon receive the certificates for their students.

The main studies will take place in October and November this year, with the TIMSS international report available in December 2016. The international TALIS report will be published in June this year, before the New Zealand data is collected. We will produce our own report from the TALIS data in 2015.

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Asbestos in demolition works

As you know, where asbestos is left in place, and is in good condition, it is a safe material. Materials containing asbestos can be a risk to health if broken up or disturbed.

Our property team works closely with schools where, as part of demolition or construction, asbestos has been identified and needs to be addressed in the building plan.

Due to recent incidents, we are taking a more proactive approach to ensure an even higher standard of safety on school building sites in which asbestos is involved.

In any of our building projects involving asbestos, we undertake an independent audit during site works to confirm asbestos safety plans are being rigorously followed. And

before site works begin, we test any suspect material to either confirm or rule out the presence of asbestos.

[To find out more on health and safety around asbestos, please click here](#)

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Ngārimu VC and 28th (Māori) Battalion Scholarship Fund Board Challenge

Entries for a new competition called, The Challenge, are open now to Māori students in Years 7 – 13. Students can use their skills in digital technology to explore the valuable contributions the 28th Māori Battalion made in World War II.

The Challenge offers a range of categories for students to present their research in; short film, musical composition, written or photographic essay and more. Individual and group entries of up to five students will be accepted (excluding the written essay category). Cash prizes are up for grabs including an overall prize of \$1,500 to go towards the publication and promotion of the most outstanding entry.

Together with teachers, students can grow their understanding of Second Lieutenant Te Moananui a Kiwa Ngārimu VC, the 28th Māori Battalion and the characteristics that earned them all an honoured place in New Zealand's history.

Entries close 5pm 19 September 2014. Entry forms and information are on [our website](#) or you can [email us](#)

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New teacher's aide training kit for schools

We have published *Teachers and Teachers' Aides Working Together* on the [TKI website](#) – it's a professional development resource kit for schools – teachers and teachers' aides to facilitate teamwork between teachers and support staff. It's been developed with a sector working group and incorporates feedback from consultation and a trial in primary and secondary school settings. [Click here to email us for more information about the kit](#)

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Delivering Social Services Every Day

A new publication [Delivering Social Services Every Day](#) is now available; see pages 22-25 for the section on raising educational achievement

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Government Electronic Tender Services

GETS is the free web-based service used by government agencies and schools to openly advertise commercial opportunities (tenders). An updated version of GETS will be launched on 1 July 2014. [Read more...](#)

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Youth Guarantee

Regional workshops are being held at:

Wed 4 June Cromwell, Central Otago

Wed 11 Jun Dunedin, held by the Community Trust & Dunedin City Council

Wed 20 Aug Dunedin, on Vocational Pathways

Register now at www.youthguarantee.net.nz/home-/workshop-calendar/ or contact your local Youth Guarantee Chief Advisor if you have questions about education-training-work initiatives for 16-19 year olds.

Vocational Pathways

We have received further requests to advertise the Vocational Pathways resources and information available. If you are looking at planning your curriculum using the Vocational Pathways – we have some tools to help you:

[Profile Builder](#)

[Curriculum guidance documents](#)

[Internal assessment resources](#) for NCEA Levels 1 and 2

[Youth Guarantee newsletter](#)

[Order Vocational Pathways leaflets for your students and communities](#)

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REGIONAL NEWS

NORTHERN REGION

No news this issue. [Click here for previous news](#)

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CENTRAL NORTH REGION

The IY Teacher primary sector programme begins on 8 August in Gisborne; there are two places left so if you want to attend, please email [Julie Dawson](#) or [Jill Hughes](#) as soon as possible.

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Commencing 10 June, training is available in the Waikato district in the [use of the preventing and responding to suicide resource kit](#)

[Talk to Learn PLD](#) 29 JUL Napier, 9.00am – 12.30pm

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CENTRAL SOUTH REGION

[AppExplore - iPad](#) (mini iPads with apps loaded will be provided) 19 June, 9.30am – 2.30pm, Wellington

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SOUTHERN REGION

Modern Learning Environment (MLE) case study; [Breens Intermediate School Christchurch](#)
[Shaping Education June newsletter](#)
[Assistive Technology Newsletter May 2014](#)

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EVENTS

08-09 JUN - [Careers Expo, Hamilton](#)
15-21 JUN – [National Volunteer Week](#)
17-19 JUN - [Adult and Community Education Conference, Wellington](#)
05-13 JUL - [NZ International Science Festival, Dunedin](#)
06-08 JUL - [Māori Teachers Conference, Rotorua](#)
06-09 JUL - [2014 International First Year Higher Education Conference, Darwin Convention and Exhibition Centre](#)
08-10 JUL - [TFANZ \(Teacher Education Forum of Aotearoa NZ\) Conference, Hamilton](#)
09-12 JUL - [2014 Joint World Conference on Social Work, Education and Social Development, Melbourne](#)
11-13 JUL - [NZ Childcare Association's 51st Annual Conference and AGM, Auckland](#)
11-13 JUL - [Community Languages and ESOL Conference, Wellington](#)
14-15 JUL - [Pasifika fono: Lalaga making connections, Mangere](#)
18-20 JUL – [NZSTA Conference and AGM, Skycity Convention Centre](#)
21-27 JUL – [Māori Language Week](#)
21-22 AUG- [New Zealand International Education Conference, Wellington](#)

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MINISTRY NEWSLETTERS

- [Property News Issue 13](#)
- [Shaping Education June Newsletter](#)
- [RTLB Newsletter 20](#)
- [Southern Region Assistive Technology Newsletter May 2014](#)

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UPCOMING MINISTRY COMMUNICATIONS

[Click here to open the word document of upcoming Ministry information for schools from now until early 2015](#)

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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

Contact us at: bulletin@minedu.govt.nz

+64 4 463 8000

www.minedu.govt.nz

Other government education agencies

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

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

[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: bulletin@minedu.govt.nz

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CONTACT PETER HUGHES

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

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