Annual Plan 2017

STRATEGIC FOCUS AREA 1

St Patrick's College will have an enduring Catholic and Marist character that embraces brotherhood, history, Tikanga Maori, community & Faith

Our goals...

- 1. Gospel values permeate all aspects of the College and our overarching lens is to communicate Christ in how we think, act and organise ourselves
- 2. Our Catholic and Marist character are overtly lived and celebrated within the College
- 3. Our practices honour the principles of the Treaty of Waitangi and promote Tikanga Maori and Te Reo

Current State		Desired Outco	ome
Current State Our Board of Trustees has just approved a revised Vision, Mission and set of Core Values for the College. Many of our families no longer "practise" their faith. A significant number of students are "unchurched". Some staff feel SLT lack visibility and are too "office bound". Some staff do not feel valued. Concern at poor attendance by parents at Whanau Support meetings. Staff request for PD on Tikanga Maori. Concern from staff and Board re poor uniform standards.		- The Vision, Mission and Values are understood and lived by staff, students and our community Our Faith is relevant to our students and families. We see increased "practice" of faith SLT are regularly out and about supporting staff and interacting with students and parents Staff feel valued. Clear sense that we are one team. Staff support each other We have improved engagement with Whanau as shown in better attendance at whanau meetings and parent survey Greater awareness of Tikanga Maori from staff - Our students wear their uniform with pride always and understand they are representing their College when doing so.	
Strategic Actions	Accountable (Note: this person must ensure delivery but does not need to be responsible pulling together and implementing the action plan)	Measures	Timeline/ Milestones
 Articulate, focus on and develop a deep understanding within our community of our Vision, Mission and Values. Reinforce this at each of our Teacher-only days. Posters in our classrooms. Ensure Vision, Mission and Values at forefront of website and face book pages 	Rector	 Ensure Vision, Mission and Values are an agenda item at each teacher only day through the year Web-site, face book pages to be up-dated by Gary C-A, J Millmow, Corinne Barnard Posters designed, produced and displayed in class rooms by students 	All actions by end of Term 1 Ongoing monitoring term 2 onwards of website and Facebook pages
 2. Develop a consistently demonstrated focus from all staff to encourage, model and promote the values at Tutor class meetings, House meetings, and assemblies throughout the year to bring the Vision, Mission and Values to life. - Choose a weekly focus and publish on Town and About. Articulate the focus to staff at weekly Monday briefing. - Rector to refer to the weekly focus in weekly address at assemblies 	DM and Rector	Vision, Mission and Values focus areas reflected in Town and About and highlighted and weekly assemblies (ongoing throughout the year). Staff & students can articulate what we stand for as a College.	- Weekly throughout the academic year - Staff and students surveyed in Term
3. Ensure Prefects develop a student based goal for 2017 based on our Vision, Mission and Values. - Head Prefect will outline the theme for the year at the first assemblies. - Prefect readings and reflections will focus on this theme. - The Friday email to the community to include the area of focus for the following week.	Rector, Prefects	Prefect readings and reflections are clearly linked to Vision, Mission and Values. Weekly email content owner to be agreed	 Prefects to agree a plan with DRS of readings and linkages to Vision, Mission, Values Weekly email additional section to be added
4. We review our liturgies, assemblies, retreats and RE programmes in order to understand how better to engage our students and families in their faith. - Feedback sought from staff, students and parents community.	Rector / Ministry team	Feedback tools developed by Easter. Review and resulting recommendations completed by xx/xx Enhancements and changes to various activities implemented in within agreed timeframes	Feedback to be sought by xx/xx
5. We establish a Student Youth Ministry Team	Father Pat Brophy and the Ministry Team	Terms of reference and objectives established for Youth Ministry Team completed by end Term 1 Youth Ministry team set up by mid-term 1 Process for reviewing effectiveness of Youth Ministry team and improvements for 2018 completed by end October.	- Progress update to DRS/Rector by the end of Term 2 - Final Report by end Oct and recommendations made to BoT by DRS/Rector for 2018 Annual Plan in Nov 2017.
6. We continue to build on our Parents of Patricians programme for Year 9 parents by formalising the modifications introduced in 2016 and introducing further modifications in 2018 based on feedback provided during 2016/2017	Ministry Team	Feedback received in 2016 reflected in 2017 programme. Feedback sought following each Patrician evening in 2017. Review of 2017 overall programme completed by Dec 2017 for inclusion within the 2018 programme.	Feedback sought after each Parents session
7. We ensure all newsletters and communications with parents have a special character section. Rector/Ministry team organises a roster for a short reflection from different staff and some students to be included in the monthly newsletter.	Rector and Ministry Team	Weekly and monthly newsletters include section on special character. Roster established for reflections from staff and senior students. Reflections published in monthly newsletter	
8. SLT members actively participate in classrooms sessions, duty rosters and other school events.	Rector	Time diaried in NS, WM and DM diaries for class visits each week. SLT members participate on duty roster. Roster established for SLT members to attend agreed school events (on top of key dates). Staff surveyed at the end of Term 2 to confirm enhanced visibility of SLT.	Survey staff end of Term 2 Survey staff end of Term 4 and verbal update to BoT from Rector
9. SLT develop and implement a plan to support all Staff, which incorporates providing positive and constructive feedback to Teaching and Support staff.	Rector and all members of SLT	SLT have a weekly agenda item on staff welfare and any concerns are raised. We carry out informal 'pulse checks' on all staff twice per year by dividing staff between different SLT members. Any serious issues should be reported to the Rector and raised with BOT Chair.	First full check completed by end Term 2. Second check by end week 7 Term 4
10. Professional Development Plan for teachers to improve Whanau engagement.Application to MOE for PLD Support is refined with the help of University of Waikato facilitators.	CT, NS, NM, JP	New MOE application completed by March 1st.	
11. Staff Marae visit for PD on Tikanga Maori – objectives are to improve cultural awareness and competence of staff; raises awareness of local Maori issues; and provide practical strategies for working with Maori students and Whanau.	Staff Sub Committee	Overnight Marae Visit completed by Term 1 Agreed plan of how key learnings from Marae visit will be implemented developed by end of Term 2	Visit completed by the end of Term 1 Learnings implemented through remainder of the year based on the plan

12. Kapa Haka Ropu - Kapa Haka Roopu to perform for the College and to participate the regional Kapa Haka festival in Term 2.	I	Kapa Haka Roopu is established and practices underway by end of Term One. Kapa Haka Roopu is performing for College and participates in the regional Kapa Haka festival in Term 2.	Review end Term One
13. Uniform standards are clearly articulated at start of year with standards monitored and maintained throughout the 2017 year.		Evidence that students have been made aware of the standards at the commencement of the year. Processes established and communicated for dealing with students who do not have correct uniform.	start Term 2.
14. Develop and implement a plan to provide meaningful opportunities for engagement, feedback, contribution and leadership by our diverse stakeholders – parents, Boards, staff and students.			As part of community consultation survey our Parents, staff and our other stakeholders report positively on their engagement and contributions to the school and that their skills and talents have been effectively utilised throughout the year

STRATEGIC FOCUS AREA 2

St Patrick's College will provide holistic education that prepares boys for tomorrow's world

Our goals...

- 1. Excellence in all aspects of teaching
 2. Providing academic, spiritual, cultural and sporting opportunities for every student to participate or excel in
 3. A curriculum that is fit for purpose, progressive and future focused
- 4. Teaching the skills needed for tomorrow's world

Current State		Desired Outcome	
-There has been ongoing anecdotal concerns about the quality of student writing. - Some concerns about lack of communication and coordination around our International Students. - Some staff, parents and BOT members feel our curriculum is too traditional and not future focussed enough - The BoT and Careers staff have identified the need to develop a more cohesive Careers Education programme. - Variable Maori student achievement (moved from FA 1 in Draft) - SLT has discussed the need to review our Pastoral Care system based on our House system and 32 vertical Tutor Classes		 We show clear improvement in student writing at all levels. Higher numbers of Merit and Excellence endorsements Our curriculum is responsive to the needs of our students and is future focussed. Staff are well informed about the background and expectations for each International student and are supported in providing the best possible programmes for them. All students have a clear Careers Education Plan developed over their 5 years at St Pat's and have direction. Improved Maori student achievement (moved from FA1 in Draft) 	
Strategic Actions	Accountable (Note: this person must ensure delivery but does not need to be responsible for pulling together and implementing the action plan)	Measures	Timeline/ Milestones
1. Develop and implement a robust plan to ensure we achieve at a minimum 90% level 1; 90% level 2; 80% level 3 NCEA and 70% for UE. Our students gain 20% Excellence endorsements at Level One, and 15% at Level Two and Three 10 NZQA Scholarships are achieved.	David Martin	Plan developed and presented to Board for endorsement by end of Term 1 Regular monitoring and review process established as part of the plan (including keeping Seniors motivated until the end of year) Tracking of internal assessments and any remedial actions able to be incorporated throughout the year to lift academic performance	Term 1 plan Term 2-4 monitoring reporting to be included in Rector's monthly BoT report especially around the actions being taken to keep senior students motivated until the end of the year
2. We employ "Write that Essay" to continue PD with all staff.	David Martin	Develop a detailed plan by the end of Term One, secure funding and include a method of seeing what progress we are making.	Review progress end of Term 3
3. Improve our Maori student self confidence that will lead to improved academic outcomes.	Chris Taylor, Maori staff and Whanau	In Term One we develop a way to measure Maori student self confidence and whanau confidence in our College. Participation in home/school whanau programme will have improved.	First check at the end of Term 2 and review at end of Term 4.
4. We will implement a system that ensures every student at St Pats is "known" to us and that his progress is tracked during his 5 years at St Pats	1 7	A completed review of the House system and pastoral care system discussed and agreed by SLT with all staff by end of T2. Findings/ recommendations made to BoT by end of T3 for any suggested changes for 2018. Research best practice models utilised by other schools.	Report completed and agreed by SLT by the end of Term 2.
5. All students have a Careers Education Plan developed during their 5 years at St Pat's that provides a clear direction.	M Woods	MW presents to SLT by the end of March. Plan to be implemented in 2018 is agreed by House Leaders and Staff by the end of Term 2. Training for staff given in Terms 3 and 4 and new system is used for Option Selection for 2018	Plan for approach and any necessary templates by end of 2017 so staff are able to commence implementation in 2018 Annual Plan
6. We provide personalised information for each international student that includes abilities/goals/how long in NZ etc . to all staff	Wayne Mills	Plan presented to SLT by the end of March	New system operating by the start of Term 2.
7. SLT to develop a plan to comprehensively review the current curriculum in order to ensure it remains fit for purpose and continues to meet the current and future requirements of students	David Martin	SLT decide on a Curriculum Review <u>process by end of Term One.</u> Contractor employed if necessary. Potentially utilise a focus group of recent past students to provide insights on some of the gaps they perceived as they have embarked on further study or work Agreed curriculum changes are able to be implemented for 2018	Focus group to meet during Term followed by a report back to SLT.

STRATEGIC FOCUS AREA 3

St. Patrick's College will provide a flexible, creative and progressive learning environment

- 1. Learning relationships between staff and students are strong and positive
- 2. Learning spaces that are fun, flexible and future proof
- 3. Learning tools and practices that are modern, engaging and innovative
- 4. Learning records that are accurate, accessible and user friendly
- 5. Learning facilities that are practical, safe, up to date and inviting

Current State		Desired Outcome	
 There are concerns that some staff are struggling with classroom management. (moved from FA 2 in Draft) Work has started on the replacement of Redwood Block roof. Four other blocks need replacement and Todd Theatre. We do not yet know what we want to do with Chanel or how soon we can progress with Todd Theatre. Our future planning for maintenance and buildings is inadequate. 		 Classes are settled and purposeful. Students are learning. (moved from FA 2 in Draft) Our asbestos roofs are all replaced. We have a formal Asbestos Management Plan in place. We develop a clear plan for Chanel, Todd and the front of the College. We are able to provide a clear strategy to BoP on our building development requirements for the future 	
Strategic Actions	Accountable (Note: this person must ensure delivery but does not need to be responsible for pulling together and implementing the action plan)	Measures	Timeline/ Milestones
1. SLT and House Leaders review current classroom management guidelines. These are clearly communicated to staff. Where necessary additional training may be sought		Staff survey undertaken in last week of Term 1 to establish what help is needed. Plan developed by WM and House Leaders for Term 2. Progress reviewed at end Term 3.	Survey completed end of Term One. Plan developed by end of Term 2. Review progress end of Term 3.
2. To manage the current roof replacement contract safely with as little impact as possible on staff and students and with regular effective communications to stakeholder community.	Rector	Attendance at Regular Project meetings. Timely and informative communications to staff and community. Timely and effective responses to any issues.	Project is successfully completed by July1st.
3. To work with our Board of Proprietors and consult our community on the plan for development options for Chanel, Todd and the school frontage.	Rector	Contract let to TBIG in Term One. Report completed by start of Term 2. BoP will drive the activity, school will assist to facilitate the consultation with the community	Review end of June
4. Using our 2017 appraisal round, our Professional Learning and Development programme will target ensuring staff teaching and tools are modern, engaging and innovative.	Rector, DM and DW our Director of E Learning	Individual professional learning and development plans reflect a focus on modern, engaging and innovative teaching techniques and tools Professional development budget is aligned to a focus on modern, engaging and innovative teaching techniques and tools	Review end of June
5. Work with an independent property consultant to finalise the College 10 year maintenance plan	Executive Officer	Contract let and finalised report document to be available by the end of Term One.	Rector to provide update to BoT/BoP finance committees by Term 2.
6. Plan developed on how to improve learning records management within KAMAR. - Plan to include improved communication on how parents interact with KAMAR. - We set clear expectations for staff delivering feedback to parents and ensure that all feedback comments are clearer on the Parent Portal.	Chris Taylor	Clear directives for staff at the start of 2017. Training in report and learning record updates given to staff by Week 7 of Term One.	CT to report to SLT on progress at the ned of each term

STRATEGIC FOCUS AREA 4

St Patrick's will embrace modern practices and technologies

Our goals...

- 1. Multimedia based learning is in every classroom
- 2. Digital technologies are a core feature of all our educational programmes
- 3. We use digital communications with students, parents and Boards
- 4. We run a modern office practice that is adaptive to changing needs

Current State		Desired Outcome	
 The BOP and BOT have employed consultants to assist us to review our Admin and Support functions. We have been using MUSAC as our financial package for a long period. It is now longer suitable for our needs. We have been using digital reporting on the parent portal for 2 years. We have concerns about its effectiveness. 		 Our Administration and Support functions are efficient, well organised and meet the needs of BOP, BOT, Rector, staff and the College community. Use of Xero as our new financial package becomes accepted across the College. Parents have clear information about their son's academic progress. 	
Strategic Action	Accountable (Note: this person must ensure delivery but does not need to be responsible for pulling together and implementing the action plan)	Measures	Timeline/ Milestones
1. We will consult and work closely with all staff to deliver on the recommendations from the BOT Admin Review.	Rector & BOP/ BOT Admin Review Group	Initial actions planned and started by the end of Term One.	
2. We implement and embed Xero accounting support and processes in the school	Executive Officer	Training is provided to relevant Staff and budget holders	Initial Training has started. On going through 2017. Review progress end Term 2.
3. We will review how we use our web page, app and Facebook pages to communicate with our stakeholder community and develop a strategy that ensures our digital communications are optimised. -We are communicating with our community in a way that is relevant and provides options for them	Chris Taylor, Doug Walker	Review of new communication vehicles completed by end of Term 2 (Foundation, Sports Director and others to be involved) Facebook, website and app strategy developed by end of start of Term 4 for inclusion in 2018 Annual Plan	Linkage to IT Strategy required
4. We actively seek parent feedback during the year re parent teacher interviews, and the effectiveness of the parent portal in engaging parents and implement changes based on feedback to improve our communication with parents.	Chris Taylor	We survey parents at the start of Term 3 (by which time they will have had two report comments from all staff and one 3 way conference)	See SFA 3 point 6
5. Working with Board of Trustees and parent representatives working group, we will develop an IT strategy for the school to cover academic, administration and infrastructural requirements for implementation in the 2018 plan	Rector	Recommendations and report for future years by start of Term 4 for inclusion in 2018 Annual Plan.	Working group and the terms of reference for the group established by end of Term 1 See SFA 1 Point 4.