

MANGAKAHIA AREA SCHOOL – BOARD RESPONSIBILITIES AND MEETING PLAN

CHARTER

National Education Priorities
Statement of Achievement
Cultural Diversity
Procedural Information

STRATEGIC PLAN –

Vision:

A community of learners where each is challenged and all are valued

Values:

Wairua/School Spirit – Valuing Community Sustainability
Kotahitanga/School Unity – Valuing Integrity and Respect
Whanaungatanga – School Family/Whanau – Valuing Diversity and Equity
Matauranga /School Education – Valuing excellence, innovation, inquiry, curiosity

Ngā mātāpono whānui - Mission Statement

Mangakahia Area School seeks to become the school of choice for families living within its catchment area seeking a co-educational, supportive environment that promotes individual achievement and mutual respect.

POLICY REVIEW – BOARD

Roles and Responsibilities
Code of Behaviour
Chairperson Role
Principal Delegations



POLICY REVIEW – SCHOOL

Curriculum	NAG 1
Review	NAG 2
Personnel	NAG 3
Finance	NAG 4
Property	NAG 4
Health and Safety	NAG 5
Legal Responsibilities	NAG 6

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LEARNING AREAS	OTHER AREAS
English Maths Science Social Studies Languages (Te Reo) Art Technology Health and Physical Education	Principal Performance Appraisal Finance/Property Orientation of new trustees Being a Good Employee Environmental Intelligence Significant Events and Successes He Matariki Teen Parent School

2019-2021	Term 1A	Curriculum Special 1	Term 1B	Term 2A	Term 2B	Term 3A	Term 3B	Curriculum Special 2	Term 4A	Term 4B	Term 4C
Charter		<ul style="list-style-type: none"> National Standards NCEA results previous year 				Review		<ul style="list-style-type: none"> National Standards NCEA by Learning Area 	Charter Annual Plans Strategic Plan	Review draft charter, annual and strategic plans	Approve charter, annual and strategic plan for following year
Strategic Plan	SG1		SG2	SG3		Review SG1	Review SG2		Review SG3	Review vision and annual plan	Review Board Plan
Policy Review	<ul style="list-style-type: none"> Uniform Community Engagement Theft and Fraud Host School Fixed Assets 		<ul style="list-style-type: none"> Finance Fundraising Property Assessment for Learning Town Bus Sun Smart Professional Development 	<ul style="list-style-type: none"> Abuse Child Abuse Against Employees Health & Safety Student Achievement 	<ul style="list-style-type: none"> Bus Safety Discretionary Leave Planning & Reporting Board Policies Search & Seizure 	<ul style="list-style-type: none"> Media Sport STAR Student Support (1) Cybersafety Whanau Support Group Timetable 	<ul style="list-style-type: none"> Safe School (Special needs students Concerns & Complaints Maori Achievement 		<ul style="list-style-type: none"> Nutrition Protected Disclosure Vulnerable Children Timetable Principal Performance Review 	<ul style="list-style-type: none"> Extra-Territoriality Policy Review & Development Employment 	<ul style="list-style-type: none">
To Do and Special Issues	Delegations to Principal Elect Chair for current year Second version of Budget Principal Performance Agreement Police Vetting – Register Check Staff organisation flow chart		Approval annual plan Property Plan for the year including school houses Finalise Budget Emergency Evacuation Report March returns HM Manager attends Board meeting	Teacher Registration check Annual accounts to MoE BOT PD – conference NZASA	Budget forecast Emergency Evacuation Report Attendance report July returns	Student Election process Principal Appraisal Show Day Review last 6 months minutes	Emergency Evacuation Report Student election date 21 st Sept		Attendance report Stand down/suspension report Manager HM attends meeting Annual plans for following year New student rep Review school fees	Draft annual plan Draft Budget Emergency evacuation report Staffing for following year Review Principal Appraisal Review Board annual agenda plan Contract(s) review	Review last 6 months minutes Trustee register review including up to date contact details of trustees Review fixed asset policy Subject review analysis

