

Blue Mountain College Operational Plan 2011

Curriculum

Goal	Objectives	Key Tasks	Responsibility	Costs/ Resources	Monitoring / Reporting Back	Completion Date	Performance Indicators	Actual Outcome
1.1 - improve academic achievement 1.1a Improve achievement in NCEA 1.1b To improve student work habits PRGT 1	Particular emphasis on increasing the number of students achieving at Level 3, merits and excellences and course endorsements emphasis on motivation and self responsibility Tie in to Personalising Learning Goals	Class noise levels (K Knight approach) AtoL project strategies applied In-house PD Upskilling in Alignment of Standards and Literacy and Numeracy requirements Effective Use of OtagoNet Personalised Learning Plans – Gateway/STAR/Outside providers	DP – Teaching Staff DP/SCT HODs – Teachers of Senior Classes Liaison Teacher Senior Dean	Negotiable Cost of new strategies to be agreed on a case by case basis PD from outside providers Curriculum resources	Inclusion in monthly curriculum report to BOT as appropriate Recommendations to BOT for the ensuing years budget preparation	Ongoing process Annual review to develop next stage	NCEA Results Personalised Learning Plans developed Years 11-13 Anecdotal evidence General school Tone Feedback from parents, students and community	
1.2 To maintain a programme for gifted and talented students	To deliver a targeted writing programme to an identified group of G&T students To support OtagoNet Scholarship Mentoring Initiative. To support high achieving students in sport and cultural activities	Seek an appropriate person to deliver an intensive programme Identify and enrol suitable students. Use of external coaches and expertise	Principal in consultation with HOD English Senior Dean, Liaison Teacher, HODs HODs PE, Arts Sports and Arts coordinators	\$750 allocated Self funded. Investment in sports and arts co-ordination and potential contribution to cost of external coaches/expertise	Report to Board at the end of Term 3 NCEA results. Component of monthly Principal's report to BOT	Ongoing End of year. Ongoing	Student success in competitions Students enter Scholarship exams and achieve success. High achievers continue to succeed	
1.3 To implement National Standards at Years 7 & 8 PRGT 2	Develop a shared understanding of the standards Develop and put in place an implementation plan	Whole staff PD led by Principal, Lead Teacher, DP, SCT – including PPLGs Identify and document processes	Lead Teacher -Whole staff Lead Teacher (Dean) HODs	One of two Key foci for PD resourcing	Component of monthly Principal's report to BOT To Parents via reports	Further refinement in 2011 but will need to be ongoing over time	Staff participation in PD opportunities Students assessed against standards Reports address standards	

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1.4 Endeavour to provide access to instrumental music	To ensure that the profile of music is maintained via a range of means	Identify appropriate person and develop programme (this may need lateral thinking)	Principal and HOD Arts	Tutor support intensive (banked staffing recoveries)	Public performances by students Annual report to BOT	- ongoing	High level of student involvement in Music Festival/ other performance opportunities	
1.5 To develop class profiles to make better use of formative assessment information	Establish a baseline to use for diagnostic and evaluative processes To make effective use of AsTTLe and exemplar banks in junior classes To rationalise use of school-wide junior and middle school assessment tools	In-house PD to develop process Access eAsTTLe Incl. AsTTLe results into shared drive classroom manager database Develop profiles Maintain and develop during 2011	In-house PD SCT SCT ICT Teacher HODs Subject teachers SCT & DP	Cost of materials 3 days teacher release for test administration and analysis PD days for training for eAsTTLe	Departmental reviews report to Board and staff meeting	- Form profiles by end of Term1, - Ongoing, for example after mid – year Reports	Data is analysed and presented and available for teachers to use Review of common assessment tools completed	
1.6 To use focussed in-house PD to develop pedagogy with a focus on National Standards PRGT 2	Covered in other Goals (included here as an overarching priority)		DP SCT Lead Teacher	PD budget		ongoing		
1.7 To embed the NZ Curriculum document	To take advantage of any ongoing training and to continue with implementation at both departmental and whole school levels	Familiarisation with new requirements Continue with process of aligning documentation and practice to these requirements	Principal and DP to lead HODs and departmental level is where the bulk of the work will have to be done	Included in departmental budgets	From HODs to Principal via Departmental Reviews To BOT from Principal via BOT reports	2011	PD reports Reports as part of Departmental reviews	
1.8 To maintain the range of meaningful programmes for non academic students	To identify ways to provide meaningful learning experiences in response to student need including use of OtagoNet Supported Learning, outside providers, range of Technology and Agriculture courses	Continue to make effective use of STAR, Gateway, ITOs through PLPs for senior students. Refine use of SLPs SPEC, YAS, SuccessMaker	Senior Dean/Gateway Coordinator, Careers Advisor, HODs, SENCO	TEC funding and Supported Learning budget Provision from BOT to supplement costs of Teacher Aide support (GST component) – approximately \$3000	Reports to Principal by Gateway Coordinator and SENCO and HOD Departmental Reports To BOT from Principal via BOT reports and cycle of HOD presentations to BOT	- Ongoing	Student engagement in a range of individually tailored courses 15 students enrolled for Gateway and meet credit goals for TEC Students achieving SPEC certificates Level 1 Agriculture Range of technology courses running	

1.9 To enhance performance of senior students through the development and use of Personalised Learning Plans (PLP) PRGT 1	To develop PLP with each year 11, 12 or 13 student to allow us to more accurately measure achievement against each student's individual goals and aspirations	identify key areas for PLP develop a format and process develop a procedure to measure achievements against goals	Senior Dean	Costs of release time for Senior Dean to complete individual interviews and liaise with appropriate staff	Gateway/Correspondence report to Principal To BOT via Principal's report as required Personal report to BOT by Gateway coordinator as part of cycle	Use for measuring achievement for Year 11, 12 & 13 students—beginning February 2011	Students have milestone meetings with Senior Dean. Parent Interviews and written Reports to parents through normal reporting cycle	
1.10 To investigate models or tools for effective whole school review	Seek advice to identify current best practice from a range of sources	Search MOE, ERO and other relevant websites. Consult with Principal Associations AP/DP networks and Principal's mentor	Principal DP AP BOT	Release time for senior staff to investigate AP/DP/Principal attendance at meetings and Principal enrolment in FTTP Time	To BOT via Principals reports	End 2011 effective models or tools identified	Possible new model/tool agreed upon and comparison made with our current practices – end 2011	
1.11 To review and update careers programme and documentation	In 2008 ERO recommended we improve the documentation of our Careers programme	Audit existing programme Investigate alternative models Decide on any changes and implement	Careers Advisor Principal Via Career Services contract	Within careers budget Release time for CA to meet with Career Services personnel or visit other schools may be needed	To BOT as part of Principal's report New Documentation in place	Before the end of 2011	Goals from contract with Careers Services met Documentation is in place	
1.12 To develop and implement a PD programme to assist the awareness, knowledge and use of biculturalism in the school's environment and programmes PRGT PD	In 2008 ERO identified this as a recommendation and we need to start to address it. This is not part of the Maori achievement plan as it refers to things we as a (Pakeha) staff need to do.	This will become one of two major PD foci for 2011 Identify some goals and specific objectives Identify provider Action programme	Principal DP AP SCT(PD Coordinator) All staff	Set as PD goal and incorporated in PD budget with note we may need additional resourcing to cover costs incurred by provider(s)	Via regular PD reports to BOT and as part of Principal's reports to BOT as appropriate	Beginning in early 2011	A suitable provider is found and a plan is developed in consultation with that provider and senior staff. Delivery of PD programme begins	

Students

Goals	Objectives	Key Tasks	Responsibility	Costs/ Resources	Monitoring / Reporting Back	Completion Date	Performance Indicators	Actual Outcome
2.1 Maori Achievement Plan (To improve the success of Maori students and Blue Mountain College)	To update and implement the Maori Achievement Plan (Goals 2.1, 4.6, 6.3, 7.2 and complemented by 1.12)	Update the plan	Principal	Budgetary provision made - \$5000	Reporting to BOT and whanau/community via Hokonui Runanga	ongoing	Plan is available and evidence exists that it is being actioned	
2.1a To improve Maori student achievement Indirectly PRGT PD	To ensure Maori students have the opportunity to achieve to their personal capacity	Ensure all Section 1 goals include Maori	HODs		Reporting to BOT and Maori Community	Ongoing	Via departmental review data	
2.1b To increase opportunities for Maori (and other) students to experience tikanga Maori Indirectly PRGT PD	To provide a range of opportunities for Maori students to broaden experiences	Maintain Kapahaka Opportunities for Maori students to attend hui/wananga Year 9 Class visits to Marae Identify and take advantage of other opportunities as they arise	AP/Maori Teacher Maori Teacher Principal Maori Teacher Principal/AP/Maori Teacher	See above	Reporting to BOT and Maori Community	ongoing	Levels of participation Performances (eg Powhiri, Cultural competitions, Music festival) At least one student to attend Lincoln Hui (if it runs in 2011) Year 9 Marae visit Mana Pounamu Scholarship	
2.1c To provide access to Te Reo for those who request it	To ensure that Maori students who wish to learn Te Reo have the opportunity to do so	Support distance education provision of Te Reo	Correspondence co- ordinator	Nil	Reports to parents	Annual	Results from programmes	
2.2 Maintain effective participation in OtagoNet	To participate in OtagoNet to utilise the opportunities to maintain and extend breadth of curriculum	Make it part of our everyday operation VC equipment functioning reliably	Principal and e- Principal Liaison teacher e-teachers	Schoolzone - \$11000/year e-teachers – up to 10 days release Staffing for e-teachers Staffing contribution to OtagoNet (0.1FTTE) Costs for e-Huis VC \$	Liaison teacher report to Principal Inclusion in Principal's monthly report to BOT as appropriate	Ongoing	System in place and operating smoothly VC equipment updated if necessary	
2.3 To review reporting to comply with National Standards PRGT 2	To ensure our reporting on Year 7 & 8 students complies with new NAG requirement	Review report format Identify requirements Refine new reports	Lead Teacher(Dean) in consultation with Year 7&8 Form Teachers	Included in general budget	Reports sent out	Refined formative for Term 2 reports and refined summative for Term 4 2011	Reports go out to parents	

Goals	Objectives	Key Tasks	Responsibility	Costs/ Resources	Monitoring / Reporting Back	Completion Date	Performance Indicators	Actual Outcome
2.4 To develop strategies to enhance student engagement	To try and identify sources of or reasons for disengagement and develop strategies to address these	Following on from “Me and My School” survey and Year 9 interviews in the past two years, run a similar in-house survey	AP/DP in consultation with Deans/Form Teachers	Some cost in printing forms. Time involved in designing questions and analysing responses	AP/DP to Principal and/or BOT or to BOT via Principal’s report	Term 2 2011 – survey Development of strategies ongoing	Survey completed Analysis carried out – areas to be addressed shared with all teaching and support staff	
2.5 To expand leadership and other opportunities available for students	To ensure we are taking advantage of every opportunity to expose students to as diverse a range of experiences as possible	Could include Local Youth councils Peer Support, Elwing Junior leadership Youth Leadership programme School leaders forum, Maori leadership hui Trips, exchanges etc etc	Everyone – to be alert for opportunities	Unknown (unknowable?)	To BOT via Principal’s reports To Community via newsletters and/or website	Ongoing	Reports of achievements	
2.5a To develop a “sports strategic plan”	To meet the various bureaucratic requirements of the funding agencies (including this strategic plan component)	Ensure sport is covered by School Plan (this is it)	Sports Co-ordinator Principal/BOT	From Kiwisport funding Within other allocations	To SPARC as required To BOT as part of departmental review process and Sports Coordinator’s report	Part of planning process Include in sports reports	SPARC indicates plan meets requirements	
2.5b To maintain the level of participation in sport and other extra-curricular activities by BMC students	To maintain the level of participation in sport the Arts, EOTC, and service etc... by BMC students	Maintain a database of students and volunteers Identify and act on opportunities	Sports and Arts Co-ordinators	Budgeted in a wide range of areas and codes	To BOT via monthly reports and community via newsletters and/or website	Ongoing	Data from reports to SPARC, MOE (arts) etc	
2.5c To expand community involvement in sport and other extra-curricular activities	To expand community involvement in school sport and other extra-curricular activities to ensure programmes are maintained even if staff volunteer rate drops	To identify and engage key community people To find ways to encourage and support them in assisting as volunteers	Sports and Arts Co-ordinators SMT BOT Activity “zealots”	Unknown	To BOT via monthly reports and community via newsletters and/or website	Ongoing	Participation data	
2.5d To maintain effective school/community sports links	All major codes to be functioning effectively with a combination of staff and community members working together	School staff attend meetings, share information and provide liaison with students, parents caregivers & school	DP, TIC Netball, TIC Girls’ Cricket, TIC Girls’ Rugby HOD PE/Health Sports Co-ordinator	Within existing budgets for various codes	Globally to the BOT through the Sports Coordinator’s report	Ongoing	All codes involving community input running smoothly Ease of access to local sports club facilities and resources	

Human Resources

Goals	Objectives	Key Tasks	Responsibility	Costs	Monitoring / Reporting Back	Completion Date	Performance Indicators	Actual Outcome
3.1 review teaching practices to ensure consistency and effectiveness	This is part of our ongoing in house PD focus. See also goals 1.2, 1.5, 1.7, 1.8, 1.12	SCT input for individual teachers/classes and staff groups Targeted PD RTLB PMS for monitoring	SMT SCT (PD Co-ordinator)HODS SENCO Teachers AP	Within SCT staffing and PD budget where applicable	Via PMS	Ongoing/annual	observations	
3.2 Review Personnel policies and procedures	To ensure that the personnel polices comply with the requirements of CEAs and the obligation to be a good employer	As education CEAs are renewed - review policies in the light of any changes to CEAs	Principal and BOT	Negligible unless settlement costs are not met by MOE and shortfalls must be met by BOTs	Inclusion in Principal's monthly report to BOT or BOT minutes as appropriate	As and when CEAs are settled	All Policies comply	
3.3 To review the EAP (Employee Assistance) programme	To review the support provided to staff through the EAP	Discuss informally with staff and formally with provider Recommendation to BOT	Principal	\$575 budgeted for 2011	Due to privacy constraints there is very limited reporting of this process.	Ongoing	Reports from provider indicate service is being utilised	
3.4 To review and update our Health and Safety systems to ensure they are compliant	To ensure that there is a compliant Health and Safety system in place	Produce hazard register Continue implementation of systems	Health and Safety Co-ordinator and Committee Caretaker – Murray Adams	Within existing budgetary provisions (we hope!!)	Inclusion in Principals monthly report to BOT as appropriate Accidents/incidents reported as required	Hazard register available Accident/Incident register operating	A safe workplace	
3.5 To Ensure opportunities and encouragement for teaching and support staff to participate in quality ongoing PD	To dedicate sufficient resourcing to ensure that quality PD is accessible and model and promote active participation	Principal DP SCT co-ordinate whole school PD. SCT assesses and recommends individual or group opportunities	Principal DP and SCT (PD co-ordinator)	\$18800 budgeted for 2011	SCT(PD co-ordinator) produces a PD report for each BOT meeting. Part of the Principal's report to BOT as appropriate	Ongoing	Whole school and/or individual/group PD opportunities which reflect the current goals of the school have been accessed by all staff	
3.5a Use PD to ensure staff develop a shared understanding of National Standards PRGT 2	There is a political imperative to implement National Standards at Years 7 & 8. All staff need to develop an understanding of this initiative	To develop suitable expertise on staff to lead PD To carry out the PD process To incorporate standards into classroom programmes	Lead Teacher to coordinate with those with particular responsibilities for Literacy and Numeracy but all teaching staff to be involved to varying degrees	Incorporated into PD budget	Reporting to BOT as part of regular PD and curriculum reporting	This is the start of a long process – it will take considerable time to develop shared competence and confidence	Standards are being implemented	

3.5b To embark on a school wide professional learning journey to further integration of Te Ao Maori into teaching learning and other programmes PRGT PD	Refer also to 1.12	This will become one of two major PD foci for 2011 Identify some goals and specific objectives Identify provider Action programme	Principal DP AP SCT(PD Coordinator) All staff	Set as PD goal and incorporated in PD budget with note we may need additional resourcing to cover costs incurred by provider(s)	Via regular PD reports to BOT and as part of Principal's reports to BOT as appropriate	Beginning in early 2011	A suitable provider is found and a plan is developed in consultation with that provider and senior staff. Delivery of PD programme begins	
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Community and Outside Agencies

Goals	Objectives	Key Tasks	Responsibility	Costs	Monitoring / Reporting Back	Completion Date	Performance Indicators	Actual Outcome
4.1 Positive promotion of school beyond the newsletter	Find new ways of promoting our school in the media Incorporate into appropriate programmes	Establish better links with reporters Regular articles from our school included in local newspapers Utilise Blue Mountain Express Organise an Open Night	KG (Publicity person) – student delegate RH and publicity committee – also aligns with Magazine preparation AP	purchase space in Blue Mountain Express on a monthly basis Sum budgeted for local papers Open Night budget	Board will notice articles	Ongoing	cuttings and clippings in folio in Interview Room	
4.2 School website	to further develop a school website to positively contribute to communicating with our immediate community and for initial enquiries from International students/agents	Increase the amount and types of information that the BOT secretary is able to add to the website herself to reduce external costs and improve immediacy	BOT Secretary in liaison with service provider	\$1380 budgeted for 2011	will be publicly available	Ongoing	Website is in place, accessible and has up to date relevant information	
4.3 Community Consultation on sexuality component of health curriculum	To meet our obligations to consult on this area	Prepare consultation Analyse data Prepare report	HOD PE and Health	Within existing budgets	To BOT via Principal's report	Term 2 2011	Consultation analysed and report presented to BOT	
4.4 Increase College profile in wider community	To ensure that the College's views are included in local forums that impact on students	Identify and participate in local organisations. Encourage staff to involve themselves and support this where necessary	Principal Principal's PA Principal and BOT	Time beyond normal school commitments	Via Principals reports to BOT from time to time as appropriate	Ongoing	Staff involvement in a range of community organisations and/or participation in local community consultation opportunities	

4.5 Develop and maintain effective and positive working relationships with outside agencies	To ensure that the relationships between the College and the agencies we work with are effective and benefit our students	Maintain positive relationships with GSE RTL Public Health MOE CYFS etc.. etc..	Principal AP DP GC Deans and SENCO	Time	Via Principals reports to BOT from time to time as appropriate	ongoing	We are able to readily access services and advice when required	
4.6 To strengthen links with Maori parents to assist in improving the achievement of Maori students	To improve communication between the College and the parents of Maori students	To identify more effective ways to communicate between the school and the Maori Community	Principal AP DP and all staff Career Services	Time plus potential catering costs for meetings	Via Principals reports to BOT and Maori community as appropriate	Ongoing	Meetings (or other forms of communications) have occurred and have been reported	

Property

Goals	Objectives	Key Tasks	Responsibility	Costs	Monitoring / Reporting Back	Completion Date	Performance Indicators	Actual Outcome
5.1 To action the next stage of our new 5YP	To work through the hoops of the MOE property management system to ensure we comply with the requirements	To liaise closely with our Property Consultant in order to complete regulatory requirements quickly and efficiently	DP Principal and BOT Property Consultant (Greg Johnston, School Support Otago)	From MOE property grant	Reports to BOT from Principal DP and property consultant	Ongoing	Work done	
5.1a To complete the School Network Upgrade (SNUP)	To liaise with the MOE to secure a suitable contractor to complete the work	To work with Greg Johnston and Bruce Hunter from torqueIP to let contract and provide access to successful contractors	DP (BOT Property Committee) Greg Johnston Caretaker – Murray Adams	\$5823 budgeted for school's contribution	Via torqueIP and MOE systems	Term 1 2011	SNUP electrical work completed and certified (Project Closure Certificate)	
5.1b Tender documents for phase 2 of B Block upgrade	To refurbish B Block as modern teaching area	Develop plans and get MOE tick Prepare tender documents	DP (BOT Property Committee) Greg Johnston	From MOE property grant	Via MOE System	To be ready to put to tender at the start of 2011	Documents ready to go Tender let Work started	
5.1c Other work as required	See 5.1 above	There may be extra tasks associated with SNUP	DP (BOT Property Committee) Greg Johnston	From MOE property grant	Ditto	End 2011	Work is done	
5.2 Ongoing maintenance programme	School is maintained in good order and is safe	Update 10 year plan Carry out identified maintenance work as appropriate	DP (BOT Property Committee) Greg Johnston Caretaker – Murray Adams	included in budget	Inclusion in monthly property report to BOT as appropriate	Ongoing	School is well maintained and painted – looks as attractive as possible	

5.3 Upgrade classroom chairs and desks - ongoing	Upgrade school furniture in up to two rooms	Itemise requirements Get proposals/prices Order new furniture	AP Property Consultant	Included in upgrade costs for B block (above) Estimated \$15000	Inclusion in monthly property report to BOT as appropriate	2011 (but tie in with B-block work) Ongoing	New Furniture in use	
5.4 Review ICT Plan to replace hardware and infrastructure PRGT 1	Upgrade documentation and action ICT hardware and infrastructure plan	Seek advice from independent source Purchase and install identified equipment	Senior Management and TIC Computing	\$25 000 plus including consultancy costs (also \$15575 from MLT for Laptops, Cameras D Projectors, Active Expression devices)	Inclusion in Principals monthly report to BOT as appropriate and annual budget	Ongoing, purchase MLT items as soon as possible and remainder after consultation	ICT hardware in good operational standard	
5.5 Ongoing development of McLeod Block	Develop the McLeod Block as a viable school farmlet	To be developed by the management committee	BOT sub-committee including DP Caretaker Liz Murray and Paul Nichol Student delegate MH and committee	Costs to be met from income (hopefully)	Inclusion in regular reports from sub-committee to the BOT as appropriate	Ongoing	Farm is up and running	
5.6 School houses	To ensure that there is sufficient accommodation available to meet recruitment and retention needs	Retain existing stock of school houses and flats	DP (BOT Property Committee) Greg Johnston	Unknown but likely to be huge – Ministry owned	Inclusion in regular reports from sub-committee to the BOT as appropriate	Unknown	School has staff	
5.6b Prioritise ongoing maintenance of school owned housing to promote tenancy by teaching staff	To endeavour to carry out regular identified maintenance work	Make assessments of work required and/or requested, seek quotes, prioritise tasks and recommend work to be carried out	DP (BOT Property Committee) Greg Johnston Caretaker – Murray Adams	Use income generated from rental going forward with a provision to use some funds from reserves for deferred work if required	Inclusion in regular reports from sub-committee to the BOT as appropriate	Ongoing	School owned properties tidy comfortable and tenanted preferably by teaching staff	

Administration

Goals	Objectives	Key Tasks	Responsibility	Costs	Monitoring / Reporting Back	Completion Date	Performance Indicators	Actual Outcome
6.1 To identify and action opportunities for overseas marketing and report to the BOT annually on the progress and achievement of International students	To ensure we continue to attract quality overseas students	Marketing venture including new countries – depending on international situation Monitoring of progress and achievement of students – oversight by GM (ESOL teacher)	International Department sub-committee	\$9000	Written report to Board on completion of marketing venture(s) Department sub-committee reports to BOT as appropriate	ongoing	At least 5 overseas students Short term Thai group Progress and Achievement reports presented	

6.2 To identify and if practicable implement a managed learning environment (MLE) which meets MOE accreditation standards PRGT 1	To identify and implement a MLE that complies with the MOE guidelines, is compatible with OtagoNet and which enhances teaching and learning	Identify needs Identify what is available On the basis of the best available advice get proposals to evaluate The next step will depend on the outcome of this process	Principal TIC IT and other interested staff in consultation with other schools and people with recognised expertise in this area	See 5.4 for hardware and installation Impossible to budget for MLE itself	Report to BOT as required	Ongoing	Either a system in place and operating Or Firm recommendations for proceeding in 2011	.
6.3 To meet statutory and NAG requirements in respect of Maori students and whanau	To meet statutory and NAG requirements in respect of Maori students and whanau	Maintain records of Maori students Analyse and report Maori achievement To report to the Maori community	Office HODs and teachers Principal		Reports to BOT and Hokonui Runanga	Annual	Requirements are met	

Governance

Goals	Objectives	Key Tasks	Responsibility	Costs	Monitoring / Reporting Back	Completion Date	Performance Indicators	Actual Outcome
7.1 Meet MOE requirements for annual planning and reporting	To prepare and submit an annual plan which meets requirements	Review Charter Gather quality information Decide on whole school priorities for 2011/12 Identify performance measures	- Principal/Senior Management and BOT	Time	Success reported to BOT by Principal and Ministry by BOT Analysis of variation and report to MOE and our community	Plan – finalised March 2011 Outcomes - end of term 1, 2012	- Alignment between targets and actual outcomes and/or professional reasoning provided	
7.2 To attempt to co-opt a suitable person to represent our Maori community on the Board	To utilise local networks to try to identify any suitable person who is willing and able to represent our Maori community on the BOT	Brainstorm for possible candidates Consult with Hokonui Runanga Approach any identified persons Secure a commitment	- BOT members/Maori community	N/A	BOT members indicate recommended candidates Delegation made to make approach – report of outcome	Ongoing	- A suitable person identified and willing to be co-opted	
7.3 Board Training	To ensure adequate training is accessed to allow BOT members to do their job effectively	Identify suitable trainings At least one BOT member to attend NZSTA conference	- BOT secretary and individual BOT members	Provision made in budget	BOT members report to BOT	Ongoing	- An effective functioning BOT	