



NATIONAL FOCUS AREA UPDATE

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As part of this year's education reviews, Planning and Development have been able to collect information to support the key themes of the 2016 National Focus Area. Through quality discussions with teachers, principals and students, combined with classroom observations, they are building quite an informative picture of what learning looks like in the Cook Islands. What have we been able to see?

Key Theme: Coverage, Integration and Engagement

- There is a strong focus on developing literacy and numeracy, but at the expense of covering the other essential learning areas.
- There is a mixture of pedagogical approaches being used in the classroom with a predominantly teacher-centred focus in our Pa Enea schools.
- There are inconsistencies with analysis of student information and achievement data. Data (quantitative & qualitative) is being collected, but there is little evidence of how analysis is occurring or how data is used to inform future planning and programme development across schools.

Key Theme: Resourcing

- There is sufficient resources to ensure that our learner's needs are being met.
- The current level of IT integration is low but technology adoption for efficiency has most definitely increased.

Key Theme: Physical and Social Environments

- Relationships between school leadership, school committee's & Boards and their school communities are very positive.

- Committee's and boards are engaged and aware of their responsibilities.
- There are quality interactions taking place, with many schools utilising community expertise to support learning.
- It is pleasing to see that purposeful connections are being made between staff and students.

Key Theme: Change in Practice

- Schools are recognising the value and importance of targeted professional development opportunities for improving student achievement.
 - Schools are engaging in Ministry-led and school-based pedagogical development. Where regular and on-going advisory support has been provided, engagement is high and teachers are increasingly sharing skills and knowledge with students.
 - Staff are beginning to understand and live the strategic vision of their school.
- Planning and Development are currently looking at a mechanism to engage with those schools who are not involved in the review schedule this year. Any feedback and discussion from teachers and schools wishing to contribute further to this national focus area is welcome, so please get in touch with any of the Planning and Development team.

EDUCATION REVIEW SCHEDULE

As term 3 gets underway there are still a handful of schools that are yet to undertake their annual review

with the Ministry of Education's Planning and Development division. Refer to the list below.

SCHOOL	DATES	SCHOOL	DATES
St Joseph School	16th - 18th August	Imanuela Akatemia	10 October - 14 October
Enuamanu School	22nd - 26th August	Apii Rutaki	7th November - 11th November
Papaaroa SDA	13th - 15th September	Apii Nikao	21st November - 25th November
Titikaveka College	26th - 30th September		



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FINANCE NEWS

The Ministry of Education budget for 2016/17 was approved by Parliament in June 2016 to carry out core outputs from the MoE Business Plan.

The new budget is distributed

across the four output areas, Taku Ipukarea Kia Rangatira, Learning and Teaching, Learning and the Community and Infrastructure and Support. The Ministry received a slight increase to

the base budget this year in the area of Pa Enea Equity Program, Teacher Training Program, Rental of Pokoinu Hall for Apii Nikao and the Student Information System subscription.

	Output 1 Taku Ipukarea Kia Rangatira	Output 2 Learning & Teaching	Output 3 Learning & Community	Output 4 Infrastructure & Support	TOTAL
Personnel	365,992	396,614	410,579	9,842,490	11,015,475
Operation	702,788	780,573	682,223	1,223,917	3,389,501
Depreciation	11,776	26,658	21,062	352,868	412,364
Total Budget	1,080,556	1,203,645	1,113,864	11,419,275	14,817,340

POBOC AND CAPITAL BUDGET

The other budget for the Ministry is the Payment on behalf of Crown (POBOC) and Capital procurement. Capital funding meets the requirements of replacement plans for computers, photocopiers, multi-media items, desks, chairs and other classroom furniture.

This includes an additional \$88k that has been appropriated as support for an ongoing replacement schedule so that schools can maintain the minimum student: device ratio.

PAYMENT ON BEHALF OF CROWN	
Private School Funding	2,147,027
USP Contribution	285,000
Tertiary	759,855
Scholarship Grant	740,800
Capital	448,000

SCHOOL OPERATION BUDGET FY16/17

SCHOOL	BUDGET
Avarua	65,168
Takitumu	23,060
Apii Nikao	34,815
Rutaki	15,471
Arorangi	25,521
Tereora	141,287
Titikaveka	28,023
Araura Primary	20,588
Vaitau	18,487
Araura College	48,064
Mangaia School	30,378
Enuamanu	22,147
Mauke	17,058
Mitiaro	12,647
Pukapuka/Niua	31,733
Nassau	12,974
Tukao	11,979
Tauhunu	12,256
Rakahanga	11,861
Tetautua	11,511
Omoka	18,794

Please note:

- Freight allowance for Pa Enea schools are included in school operation and this will primarily be used for 2017 stationery and other resources that will be sent.
- Contestable budget for total immersion Cook Islands Maori and Pedagogy are under the HOM's control. Any school wanting to utilise this please contact the Secretary of Education, Gail Townsend, for further information.
- There is a slight decrease in the operational funding due to communication costs now being centrally managed under the new Bluesky agreement therefore no communication charge will be made against school budgets.

Payments

- Reimbursement for payment made by the school through school committee funds must be submitted to the Ministry on a monthly basis.

2017 STATIONARY AND CONSUMABLES

By now all schools should have submitted their annual bulk stationary and consumables for the 2017 school year. We anticipate delivery of the bulk supply by January 2017 for disbursement before school commences in 2017.

REMINDERS FROM FINANCE

Annual Audit Report

Your 2015 audit account is well overdue and thank you to all those schools that submitted their report to the Ministry for the audit process. It is a requirement under the Education Act 2012 for the annual financial report of schools to be audited and furnished to the Ministry. Once the audit is complete the report will be published on our website for accountability and transparency. This is also a requirement under the Public Expenditure Review.

Disaster Management Operation Plan Update

This is a friendly reminder that schools must demonstrate that they are regularly carrying out emergency drills from its Disaster Management Plan and update key personnel contacts in the event of any emergency. Ensure emergency resources are well stocked.

Fixed Asset Register (FAR)

A reminder that any assets purchased by the school or received through donation is to be captured in the school's FAR and accounted for as fixed asset in

the financials.

Depreciation expenses also need to be realized on this register.

Payroll

Please ensure staff apply for their leave online and this is approved by the Principal on a timely basis. If staff are unable to do this then the principal or the school secretary can do this on their behalf. If staff are facing any issues with the online ESS, please contact the finance division immediately for assistance. Reminder to please submit timesheets to Mariake every Thursday.

PERFORMANCE MANAGEMENT SYSTEMS

Since the reviewing of the Performance Management System for Cook Islands teachers, a team of Principals and Ministry staff have been working on unpacking the four performance dimensions of the professional standards to better showcase what excellence looks like in Cook Islands schools.

The reviewed system is user friendly and promotes the growth of staff, motivating and empowering them towards demonstrating excellence. The system now provides greater ownership between principals, appraisers and teachers

to engage in quality dialogue. This high level of trust now means that a teachers grade is awarded based on the many conversations they have with their appraisers throughout the year. Teachers will still collect naturally occurring evidence to support these discussions with appraisers, but there won't be an emphasis on compiling folders of evidence.

It is essential that teachers understand that meeting the requirements of your position description and the teacher professional standards will make them a competent teacher.

The current Cook Islands teacher professional standards calls for all dimensions to be demonstrated consistently and extensively for a teacher to be deemed as excellent. By now, teachers should have had several conversations with their appraiser relating to the two strands of accountability to the professional standards and teachers goals for continued professional growth, including at least one formal classroom observation. The unpacked performance dimensions will be shared with all schools once confirmed.

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RETIREMENTS AND NEW APPOINTMENTS

Last term, nine individuals working for the education sector retired from their posts, and 10

new appointments were made between the months of July and August.

See the lists below for new and retired staff to date.



New Appointments in July and August 2016

Drollett Puiiri	Teacher Aide (IE)	Apii Nikao
Anthony Kaina	Teacher Aide (IE)	Tauhunu School
June Hosea	Principal	Rutaki School
Crystal Marama	Teacher Aide (IE)	Rutaki School
Charlie Kapuvai	Teacher (P/T)	Titikaveka College
Metua-Vaine Forster-Reddick	Teacher Aide (IE)	Titikaveka College
Sabrina Stuski	Teacher Aide (IE)	Tereora College
Thomas Gilson	Mathematics Teacher	Tereora College
Hamish Stevens	History Teacher	Tereora College
Michelle Wellington	Year 7-10 Teacher	Araura College

Retirements in June 2016

Kathleen Robati	Teacher	Apii Nikao
Mehau Tupourahi	Teacher (P/T)	Rakahanga School
Tere Poaru	Groundsman	Rutaki School
Nooroa Ingaua	Principal	Rutaki School
Maruata Pureau	Teacher Aide (IE)	Tereora College
Vaopaaki Tearetoa	Teacher (P/T)	Titikaveka College
Tapurau Short	Teacher	Titikaveka College
Johanna Simiona	Principal	Vaitau School
John Teao	HRM Advisor	HRM Division, MOE

2017 School Calendar

Telephone: (682) 29 357, Facsimile: (682) 28 357, Website: www.education.gov.ck

		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	Jan							1 New Year's Day
		2	3	4	5	6	7	8
		9	10	11	12	13	14	15
		16	17	18	19	20	21	22
TERM 1		23	24	25 Teacher Only Day	26 Teacher Only Day	27	28	29
1	Feb	30 Start of Term 1	31	1	2	3	4	5
2		6	7	8	9	10 Term Return	11	12
3		13	14	15	16	17	18	19
4		20	21	22	23	24	25	26
5	Mar	27	28	1 EMIS	2	3	4	5
6		6	7	8	9	10	11	12
7		13	14	15	16	17	18	19
8		20	21	22	23	24	25	26
9	Apr	27	28	29	30	31	1	2
10		3	4	5	6	7	8	9
11		10	11	12	13 End of Term 1	14 Good Friday	15	16
		17 Easter Monday	18	19	20	21	22	23
TERM 2		24	25 ANZAC DAY	26	27	28	29	30
1	May	1 Start of Term 2	2	3	4	5	6	7
2		8	9	10	11	12 Term Return	13	14
3		15	16	17	18	19	20	21
4		22	23	24	25	26	27	28
5	Jun	29	30	31	1	2	3	4
6		5 Queen's Birthday	6	7	8	9	10	11
7		12	13	14	15	16	17	18
8		19	20	21	22	23	24	25
9	Jul	26	27	28	29	30	1	2
10		3	4	5	6	7 Ra o te Ui Ariki	8	9
11		10	11	12	13	14	15	16
12		17	18	19	20	21 End of Term 2	22	23
		24	25	26	27	28	29	30
TERM 3	Aug	31	1	2	3	4 Constitution Day	5	6
1		7 Start of Term 3	8	9	10	11	12	13
2		14	15	16	17	18 Term Return	19	20
3		21	22	23	24	25	26	27
4	Sept	28	29	30	31	1	2	3
5		4	5	6	7	8	9	10
6		11	12	13	14	15	16	17
7		18	19	20	21	22	23	24
8	Oct	25	26	27	28	29	30	1
9		2	3	4	5	6 End of Term 3	7	8
		9	10	11	12	13	14	15
TERM 4		16	17	18	19	20	21	22
1		23 Start of Term 4	24	25	26 Gospel Day	27	28	29
2	Nov	30	31	1	2	3	4	5
3		6	7	8	9	10 Term Return	11	12
4		13	14	15	16	17	18	19
5		20	21	22	23	24	25	26
6	Dec	27	28	29	30	1	2	3
7		4	5	6	7	8	9	10
8		11	12	13	14 End of Term 4	15	16	17
		18	19	20	21	22	23	24
		25 Christmas Day	26	27	28	29	30	31
	Jan	1 New Year's Day	2	3	4	5	6	7
Term		School Term Dates		School Holidays		Administration		
1		Mon 30 Jan - Thu 13 April (11 weeks)		Sat 15 April - Sun 30 April (2 weeks)		EMIS Return - Wednesday 1 March		
2		Mon 1 May - Fri 21 July (12 weeks)		Sat 22 July - Sun 6 Aug (2 weeks)		Term Returns - 2nd Friday of each Term		
3		Mon 7 Aug - Fri 6 Oct (9 weeks)		Sat 7 Oct - Sun 22 Oct (2 weeks)		Timesheets - Friday of each Fortnight		
4		Mon 23 Oct - Thurs 14 Dec (8 weeks)		Fri 15 Dec				