



## Health and Safety Monthly Report

### Principal's Report

Term 4	Attendance %	No.Students	Days Open
Week 1	84.19%	308	10/10
Week 2	80.66%	308	10/10
Week 3	80.64%	310	8/10
Week 4	84.68%	303	10/10
Week 5	82.20%	304	10/10
Week 6	82.75%	305	10/10
<b>TOTAL</b>	<b>82.52%</b>	<b>305</b>	<b>58/58</b>

**WEATHER EVENT**

**KPS PROMO EVENT**

**POWER CUT-CLOSED**

### End of Year Student Achievement Data

Teachers are still adding their classroom data to our Student Management System. Once done I will be able to complete our End of Year data report and make comparisons to our Achievement Targets set at the start of this year. I will send through the end of year summary to the Board during the upcoming weeks.

### Self-Review

2025 Staffing Breakdown - 14 classrooms initially in Term One, increasing to 15 classrooms for Terms Two-Four.

### Personnel:

The RTLB Cluster Manager position has closed for applicants online. Shortlisting of these applicants is happening tomorrow and further interviews are scheduled for Thursday 28th November at the MOE office in Kaitia.

Two more RTLB positions have been advertised with interviews happening on Monday 25th November and Thursday 12th December at the RTLB office at Kaitia Primary School.

4 Teaching Positions have been filled for the KPS vacancies advertised earlier this term. Our 4 new Teachers are:  
Micaela Wilkes - Permanent Y5/6 Teacher in Room 20  
Kelesy Murray Le Gros - Permanent Y3/4 Teacher in Room 11  
Roxanne Kearney - Fixed-Term Teacher in Room 9  
Lydia Day - Fixed-Term Teacher in Room 5

[Principal's Performance Review 2024](#) - I move that we go [into committee](#) to discuss this matter further.

[Principals Job Description 2024](#)

### Resourcing 2025:

Our budget has been discussed a few times at Senior Management meetings and priority spending has been identified. Our budget does feature a \$52 000 deficit at the end but Sharon and I are confident we can acquire the funding differential during the school year.

### Property:

We have identified that linking our security cameras to the local police monitoring network is a priority for 2025. We have also looked at upgrading our schoolwide external locking system.

Our covered learning area project outside of Rooms 9-14 is due to begin with onsite works on the 16th December. We will need to remove our unused flagpole and shift some railing along our deck to accomplish this project. Latest minutes from [Pre-Start Meeting 20.11.24](#)

The concrete repair project being done by Stonecraft will also get underway in the summer holiday break. Both of these projects are set to be completed before school starts in 2025.

Policy Review

Smokefree and Vape Free Environmental Policy

Sun Smart Policy

Physical Restraint Incidents Reported: None

**Motion:** That the policies be accepted with amendments by the Board:

**Moved:** Martha      **Second:** Tui      **Carried**

General Business:

- School Prize Giving December 6th 2024
- Room 11 and 12 day trip and overnight stay at school

**Next meeting:**

**Closing Karakia:** Te Waru

**Meeting finished:** 06:53 pm

Signed as true and  
Correct.

Ian-Kaihe-Wetting  
Signed as true and correct

Date: 25th November, 2024

Presiding member

