**Agenda 1 July 2009**

**Remember morning tea**

Agenda for tomorrow meeting. The following shouldn’t take too long

* Thanks for your efforts on the **Achievement days**, **reports, PDA review**, **support** while Peter is away. The running record for literacy and numeracy is an excel sheet in filetrans found here. Thanks for updating it.

[T:\DavidC](file:///\\KHAZANA\Filetrans$\DavidC)

* Ero visit. From Bryce **ERO and TCS** have agreed, in draft, four areas of focus. They are:
* Success for Maori: How effective is the Maori Learners Success Framework? How effectively is the school collecting, analyzing and using Maori student achievement to improve teaching & learning?
* Implementing the curriculum: How effectively has the school prepared for the implementation of the New Zealand curriculum?
* Measures taken to improve student engagement: What measures has the school taken to improve student engagement? To what extent have these measures been effective at improving student engagement?
* Early Childhood education: How prepared are TCS ECH students for school? How effectively is TCS supporting ECH students to become competent and confident students? How effectively does TCS staff engage families & whanau?
* From Bryce

“Following complaints from some school coordinators we’ve discovered that some extension numbers for teachers that appear in the online enrolment system for schools are incorrect or missing altogether.

The online enrolment system draws information from akona and xtend, and it doesn’t appear there is any one person or team within the school who is responsible for keeping teacher contact details up to date. Therefore I’d like to ask as an item for team meetings, that teachers ensure their extension numbers in akona, xtend and the intranet telephone book are correct, so that the correct information is available to school coordinators and their students.

This is part of our ongoing and collaborative efforts to be closer and connected to our students. We’ve discussed that it’s always worthwhile checking at the beginning of each term that your team have:

* their voicemails set up,
* photos on Intranet,
* and now their extension numbers in akona and extend. “
* Bruce ?
* Rebecca.
* EOTHB (End of term humorous business,  contributions please)