

DRAFT

KAPITI COLLABORATION

2010-2012

Initial Information for Principals

Purpose of the KC ICT PD:

To improve the quality of learning programmes by effectively analyzing assessment data to improve teaching practice within and across schools.

This will be done by:

- Identifying good practice in collecting, analyzing and using assessment data to inform programmes and use this as a benchmarking tool to determine cluster-wide professional development;
- increasing student engagement in learning by utilising effective pedagogical approaches that develop key competencies;
- establishing partnerships with other organizations to contribute to regional effectiveness of the project.

Conferences:

Attendance at Learn@School, ULearn by facilitator and limited numbers of KC teachers.

Principals and Coordinators:

Facilitator-led days (one per term) to provide direction and input to support the leading of change in schools.

Lead teams:

Facilitator-led days (one per term in two regional groups e.g Kapiti College, Raumati South, Raumati Beach, Paekakariki, St Patrick's, Kapiti Schools; Paraparaumu College, Kapanui, Paraparaumu Beach, Paraparaumu, Kenakena, Waikanae Schools).

Micro Conferences (Thirsty Thursdays)

Up to four afternoon/evening sessions (4.30-7.30pm) with key note speakers with expertise in effective teaching and learning to promote dialogue across the sectors.

Peer Share Cross Sector:

With a focus on Years 7-10, a combination of one day per term facilitator-led professional learning followed by in-class observing of one another around negotiated areas of focus.

e-portfolios:

A focus group to explore existing practice in relation to the use of e-portfolios; sharing and critiquing current practices, sourcing recent research

Provisionally Registered Teachers:

One day per term cross-sector meetings of PRTs to complement Advice and Guidance programmes and respond to local needs.

In-class observation:

Initially facilitator-led based on identified needs from initial survey, with a view to this shifting to working within the Peer Share Cross Sector component.

Action Plan to date

1. Alan to contact Principals re meeting on 12 March.
2. Attendance at Learn@School Feb 22-26, contract signing (Alan, Bevan, Kaye)
3. Survey developed by 5 March (Kaye, Bruce)
4. 5 March, 1.00pm at 180 Degrees – management meeting to discuss survey and meeting on 12 March.
5. Principals' meeting on 12 March at Finn's, Paekakariki to discuss overview of contract, appointment of coordinators and lead teams, structure of the year, survey for initial data collection across the KC. (Alan to contact Principals; meeting facilitated by Bevan, Alan, Kaye)
6. Website update (Bevan)
7. PRT day - 19 March, 9.00-3.00pm at Finn's Paekakariki. (Alan to inform, Kaye to facilitate)
8. Planning ahead – Kaye to initiate contact with John Hattie and other prospective guests for Thirsty Thursday sessions in Terms 2/3.

(Survey Monkey – OK Collective (Password 2106)

Name, School, Position, Individual/Group, Department)

Draft Programme Outline 2010

Term 1	Term 2	Term 3	Term 4
Rotorua Conference Learn@School 4 days (23rd ^h to 26th)		Christchurch Conference ULearn 3 days (6 th to 8 th October)	
Principals/Coordinators 1 Day	Principals/Coordinators 1 Day	Principals/Coordinators 1 Day	Principals/Coordinators 1 Day
Lead Team 1 day x 2	Lead Team 1 day x 2	Lead Team 1 day x 2	Lead Team 1 day x 2
PRT 1 x day	PRT 1 x day	PRT 1 x day	PRT 1 x day
	Micro Conference (<i>Thirsty Thursday</i>) 1 Featured Guest Speakers 4.30pm to 7.30pm Attendance at these days is compulsory for all teachers	Micro Conference (<i>Thirsty Thursday</i>) 2 and 3 Featured Guest Speakers 4.30pm to 7.30pm Attendance at these days is compulsory for all teachers	Micro Conference (<i>Thirsty Thursday</i>) 4 Featured Guest Speakers 4.30pm to 7.30pm Attendance at these days is compulsory for all teachers
Peer Share Cross Sector x 2 days. Centered on colleges and contributing primaries	Peer Share Cross Sector x 2 days. Centered on colleges and contributing primaries	Peer Share Cross Sector x 2 days. Centered on colleges and contributing primaries	Peer Share Cross Sector x 2 days. Centered on colleges and contributing primaries
E portfolio group x1 day	E portfolio group x1 day	E portfolio group x1 day	E portfolio group x1 day
	Facilitator observing in schools (Numeracy Literacy Focus)	Facilitator observing in schools (Numeracy Literacy Focus)	Facilitator observing in schools (Numeracy Literacy Focus)
Management Group and Regional Meetings. For Lead Principals	Management Group and Regional Meetings. For Lead Principals	Management Group and Regional Meetings. For Lead Principals	Management Group Meetings. Regional Meetings. For Lead Principals
School Initiated and School Based Programmes	School Initiated and School Based Programmes	School Initiated and School Based Programmes	School Initiated and School Based Programmes

Some Tentative Dates 2010

	Term 1	Term 2	Term 3	Term 4
Management	5 th March 1809 Degrees 1.00pm	Central Region Meeting Gisborne T.B.A	T.B.A	T.B.A
Proposed Workshop Venues	T.B.A	T.B.A	T.B.A	T.B.A
Workshops	Principals 12 th March PRT 19 th March E Portfolios T.B.A.	Principals and Coordinators T.B.A Lead Teams T.B.A PRT T.B.A E Portfolios T.B.A	Principals and Coordinators T.B.A Lead Teams T.B.A PRT T.B.A E Portfolios T.B.A	Principals and Coordinators T.B.A Lead Teams T.B.A PRT T.B.A E Portfolios T.B.A
KC Micro Conferences		Micro Conference 1 T.B.A <i>John Hattie???</i>	Micro Conference 2 T.B.A <i>James Nottingham???</i> Micro Conference 3 T.B.A <i>Russell Bishop???</i>	Micro Conference 4 T.B.A <i>Julia Aitken???</i>
Conferences	Learn@School Rotorua 23rd to 26th February		Ulearn Christchurch 6 th to 8 th October	

School Allocations 2010

More work needed on this you will have this by 12th March

Key Points

1. No money for Conferences. But you can use Banked Staffing and offset \$\$ from entitlement to pay for conferences
2. Lead Team days funded at 4 days x \$280 x 90% x school allocation
 - a. e.g. Paraparaumu = 4 x \$280 x 90% x 3 = \$3024

Kapiti Collaboration Budgeted Fees & Costs 2010 to 2012			Phased Budgets					
Budget Item	Inputs <i>Quantity & rates</i>	3 Year \$NZ Value	2010		2011		2012	
			Inputs	\$	Inputs	\$	Inputs	\$
Professional Fees								
Employment of a Part Time Facilitator Unit Payment.	3 RRRR Units @ \$2750	\$24,750		\$8,250		\$8,250		\$8,250
Employment of a Part Time Facilitator Salary	.4 fffte @ \$68980	\$82,776		\$27,592		\$27,592		\$27,592
Professional Advisors Guest Presenters External Experts Fees,	Fees as Shown	\$54,006		\$23,372	Fees as Shown	\$19,204	Fees as Shown	\$11,430
Professional & Other Direct Costs								
Expenses for a Part Time Facilitator Conference Registration.	2 @ \$600	\$2,400		\$1,200		\$1,200		\$0
Expenses for a Part Time Facilitator Conference Travel Accom.	1 @ \$750	\$3,000		\$1,500		\$1,500		\$0
Expenses Part Time Facilitator Travel within KC	2000 km @ 58 cents per km	\$3,480		\$1,160		\$1,160		\$1,160
Expenses for Regional Cluster Network Meetings	As incurred TrvaeI etc	\$3,000		\$1,000		\$1,000		\$1,000
Conference Registration Management Team	5 @ \$600	\$6,000		\$3,000		\$3,000		\$0
Conference Travel Accom Management Team	5 @ \$750	\$7,500		\$3,750		\$3,750		\$0
KC Micro Conferences Costs Venue Hire	6 days @ 250 per day	\$4,500		\$1,500		\$1,500		\$1,500
KC Micro Conferences Costs Printing Admin etc		\$1,500		\$500		\$500		\$500
Catering for KC Micro Conferences and 2 Guest Speaker days	730 people @ \$15 per head	\$32,850		\$10,950		\$10,950		\$10,950
Website	Annual Hosting Fee @ \$600	\$1,800		\$600		\$600		\$600
Annual per pupil subscription to NZCER site	\$1.5 per student X 2087 Year 7 to 10 July 1 Roll	\$9,392		\$3,131		\$3,131		\$3,131
Operational Indirect Costs								
Maintenance of KC Loop, LMS, Interoperability Tool	\$3 per student X 6384 total July 1 Roll	\$57,456		\$19,152		\$19,152		\$19,152
Teacher Development Funds								
Teacher PD Days	2 x Call Back Days x 370 x \$280	\$310,800		\$103,600		\$103,600		\$103,600
Lead Team PD Days	4 workshops X 62 people @ \$280	\$118,048	90%	\$62,496	60%	\$41,664	20%	\$13,888
Lead Team PD Days	4 workshops X 62 people @ \$280	\$90,272	10%	\$6,944	40%	\$27,776	80%	\$55,552
	Sub Total	\$813,530		\$279,697		\$275,529		\$258,305
	GST	\$101,691		\$34,962		\$34,441		\$32,288
	Total budget for programme	\$915,221		\$314,659		\$309,970		\$290,593
	Financed by							
	KC Contribution	\$458,528		\$129,696		\$150,528		\$178,304
	Proposed Ministry Contribution	\$355,002		\$150,001		\$125,001		\$80,001

Kapiti Collaborative Coordinator and Lead Teacher Allocations

School	FTTE	Roll	School Coordinators	Lead Teachers
Kapanui Primary School	29.7	510	1	3
Kapiti Primary School	16.57	321	1	3
Paekakariki Primary School	9.19	172	1	2
Paraparaumu Beach Primary School	34.03	628	1	4
Paraparaumu Primary School	11	215	1	2
St Patrick's Primary School	9.62	134	1	1
Raumati South Primary School	19.73	378	1	3
Raumati Beach Primary School	36.83	613	1	4
Paraparaumu College	87.44	1409	2	7
Kapiti College	68.51	1002	2	7
Kenakena Primary School	22.65	481	1	3
Waikanae Primary School	25.82	521	1	3
Totals	370	6384	14	42