



Year: 2017

Quarter: Quarter 1

### School Details

School: Te Kura Maori o Waatea

Type: Contributing Primary (Yearas 1-8) Number: 716

Current Year Levels: Year 1 to Year 5

School Physical Address: 31 Calthorpe Close, Mangere, Auckland

School Postal Address: PO Box 23-398, Hunters Corner, Auckland

School Website: [www.waatea.school.nz](http://www.waatea.school.nz)

### School Leader

Name: Tania Rangiheuea Position: Tumuaki

Mobile: [REDACTED] Email: [tania@waatea.school.nz](mailto:tania@waatea.school.nz)

### Person responsible for teaching and learning (if different from the above):

Name: Tania Rangiheuea Position: Tumuaki

Mobile: [REDACTED] Email: [tania@waatea.school.nz](mailto:tania@waatea.school.nz)

### Sponsor representative/ Key Contact:

Name: Manukau Urban Māori Authority

Key Contact: Wyn Osborne Position: GM Operations

Mobile: [REDACTED] Email: [wyno@muma.co.nz](mailto:wyno@muma.co.nz)

### Organisational Structure

Is there any change to your organisational structure for this quarter? Including; arrival/departure of trustees, change in CEO, changed management/governance functions of the school leadership?

No

If yes, please provide details of the changes. If no, please specify "n/a".

n/a

### Teaching Positions

Please enter the information below on the teaching positions in relation to the current quarter.

Teaching Positions	Contract	Quarter 1
Number of persons holding a current practising certificate	5	6
% curriculum time taught by a person holding a current practicing certificate	100%	100%

Number of persons holding a Limited Authority to Teach (LAT)	1	0
Number of teaching staff who do not hold a current practicing certificate	0	0
<b>Total</b>	<b>6</b>	<b>6.0</b>

Please provide details about any difference from the agreed numbers and percentages. If numbers and percentages are as agreed, please specify "n/a".

We employed a fulltime teacher for our years 5 & 6 class but in the second weekod term he met with a serious accident and is still off work on ACC. We employed a replacement teacher who is very good and we intend to keep her so that is why we have six fully registered teacher instead of the five as contracted above.

## Term Dates

### School Term Dates

	Start Contracted	End Contracted	Actual Start	Actual End
<b>Term 1:</b>	31/01/2017	13/04/2017	31/01/2017	14/04/2017
<b>Term 2:</b>	1/05/2017	7/07/2017		
<b>Term 3:</b>	24/07/2017	29/09/2017		
<b>Term 4:</b>	16/10/2017	14/12/2017		

If the term dates are different to those that have been agreed please provide more information below. If term dates are the same as those agreed, please specify "n/a".

n/a

## Student Achievement

Confirm baseline testing has been completed in Q1 using appropriate tools as outlined in your PSKH Agreement, in order to track progression of your students' achievement:

**Yes**

### Tools

Please list all tools used for the purposes of baseline testing, specifying which tools are used for each year level.

Subject Assessment Tool Year Level/s  
Writing: e-asTTle Writing 1-6;  
Math IKAN years 3-6; JAMyears 3-6 (some students in years 4-6 required JAM testing)  
Gloss: years 3-6  
Reading PM Benchmark/ Running Records; 1-5  
  
Letter ID; years 1-2  
Concepts of Print; years 1-2  
Letter Sound ID; years 1-2  
Essential words; years 1-4  
Hearing & Recording; years 1-2

## Baseline Results

Please provide the results for each year level.

see attached appendix

## Enrolment Details

Enrolment Details	Contracted	Q1 Actual (as at 31 March 2017)
Actual Roll	N/A	69
Guaranteed Minimum Roll	100	100
Minimum Roll	N/A	N/A
Maximum Roll	200	200
Enrolment Variance	100	-31

Please provide further details if your roll is not between the Guaranteed Minimum Roll/ Minimum Roll/ Enrolment Variance and the Agreed Maximum Roll, or specify "n/a".

At 31/3/17 there were 69 students enrolled. We are confident of meeting our GMR this year for the following reasons:-  
. As of today 1/5/17 there are 71 enrolled students. At the end of last term we interviewed the parents of 4 children and expect them to be enrolling this term which will take our roll to 75. We have 16 students in our ECC who will be transitioning to kura this year.

## Student Engagement

	Annual Performance Standard	Quarter 1	Year To Date	Annual Limit
Unjustified Absences:	0.01 x Number Of Students x Days In School Year	0	0	134
Stand Downs:	0 Stand Downs	0	0	0
Suspensions:	0 Suspensions	0	0	0
Exclusions: (Under the age of 16)	0 Exclusions	0	0	0

Please provide details if you have not met any of the student engagement Performance Standards in Q1. If you have met all standards, please specify "n/a".

n/a

## Welling@School Survey

Schedule 6 of the Agreement requires you to run the Wellbeing School Survey annually. *Note that the Wellbeing Survey is only available for Years 5 and above.*

**Last Completed:**

(DD/MM/YYYY)

n/a

**Next Scheduled:**

(DD/MM/YYYY)

26/05/17

Please provide details about any key themes from the results of your wellbeing survey that will change/inform practice within the school:

Please note that although we had year five students last year, we did not complete the survey. Our years 5 & 6 students will be completing the survey in week 4 of this term.

## Targeting Priority Learners

Please complete the table below on Priority Learners in relation to the current quarter. Note that a student can only be counted in one category even if they identify with more than one priority learner group.

Percentage of Priority Learners:

Target:	Quarter 1
75%	100%

Please provide commentary if your quarterly result is outside the target range. You may also choose to comment even if you have met the target range. If you have no comment, please specify "n/a".

n/a

## School Curriculum

**Have there been any changes to the Learning Areas agreed to in Schedule 2 (Curriculum & Qualifications) of the Agreement ?**

No

Please provide further information if there have been changes. If there have not been any changes, please specify "n/a".

n/a

## Financial Performance

## Operating Surplus (Target Range of 2% to 5%)

*Surplus* is where the total income is greater than total expenditure in the Statement of Comprehensive Income and Expenditure. *Deficit* is where the total income is less than total expenditure in the Statement of Comprehensive Income and Expenditure.

Operating Surplus	Quarter 1
Income (\$)	\$226,136
Expenditure (\$)	\$211,430
Operating Surplus (%)	7%

Please provide details if the quarterly result is outside the target range. You may also choose to comment even if you have *met* the target range. If you have no comment, please specify "n/a".

The % surplus figure calculated above is an error - it should report 6.5% which is just above the target range of 2% - 5%. The Kura is not yet operating at the expected roll of 100 and further costs are expected to occur over the remaining quarters.

## Working Capital Ratio (Target Ratio of at least 2:1)

*The Working Capital ratio shows whether a school has enough short term assets i.e. money in the bank and other current assets to cover its short term debt (e.g. what it owes currently i.e. GST, creditors etc.) In the Balance sheet the figure is derived from dividing total current assets by total current liabilities.*

Working Capital Ratio	Quarter 1
Current Assets (\$)	\$123,513
Current Liabilities (\$)	\$141,626
Ratio (eg 2:1)	0.9:1

Please provide details if the quarterly result is outside the target range. (You can comment even if you have met the target range).

The current working capital ratio is out of range. The Sponsor continues to support the Kura through the establishment phase.

## Debt Equity Ratio (Target Ratio of 0.5 to 1)

*A debt ratio is used to measure an entity's financial leverage, calculated by dividing total liabilities by equity.*

- *The D/E ratio indicates how much debt a company is using to finance its assets relative to the amount of value represented in equity.*
- *A number lower than 1 indicates that the entity has taken on manageable debt levels and has a low risk, and the lower the number the less risk the entity is exposed to.*
- *Equity is calculated by adding the surplus for the quarter (revenue less expenses) to the equity figure (retained earnings and reserves).*
- *Total liabilities are the sum of your Current and Non-current liabilities for the quarter.*

Debt Equity Ratio	Quarter 1
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<b>Equity (\$)</b>	\$49,214
<b>Total Liabilities (\$)</b>	\$141,626
<b>Ratio (eg 0.5:1)</b>	<b>2.9:1</b>

Please provide details if the quarterly result is outside the target range. You can comment even if you have met the target range. If you have no comment, please specify "n/a".

We consider an equity ratio of less than 1 to be unrealistic during the establishment phase. If the Sponsor's contribution to date was re-categorised as equity contributions this would achieve a 0.9 ratio. However, the Sponsor expects its contributions to be repaid at some point in the future.

### Operating Cash Flow for Quarter

*Operating Cash flow represents the net inflow and outflow of cash related to the operating activities of your school for the quarter. This can be calculated for the quarter as Net income + Noncash Expenses (Usually Depreciation Expense) + Changes in Working Capital.*

<b>Operating Cash Flow</b>	<b>Quarter 1</b>
<b>Operating Cash for the Quarter (\$)</b>	\$600.00

Please provide details if the quarterly result is negative or significantly greater than normal, or specify "n/a".

The operating cash flow for the quarter is positive

### Debt Service Coverage Ratio

**18.2 (b) Do you service any interest, principal or lease payments?**

No

*If you don't service any interest, principal or lease payments you may skip the remainder of this section.*

*Debt Service Coverage is the ratio of cash available for debt servicing to interest, principal and lease*

<b>Debt Service Coverage Ratio</b>	<b>Quarter 1</b>
<b>Debt Service Coverage Ratio (%)</b>	0.0%

**18.2 (a) Has the Sponsor defaulted on any of its debt obligations, or can reasonably anticipate that it may soon default on any of its debt obligations?**

No

Please provide further detail if the answer is Yes.

Operational Management

Parents, family, whānau, iwi and community engagement policy

Have you have published and complied with your parents, family, whānau, iwi and community engagement policy in accordance with Section 10.6 of the Agreement? Yes

If you have not published or complied with this policy, please provide commentary below.

Policies for ensuring a safe physical and emotional environment for Students

Have you complied with your policies for ensuring a safe physical and emotional environment for students in accordance with Section 7.5 of the Agreement? Yes

If you have not complied with these policies, please provide commentary below.

Official complaints received by the Sponsor

Have you received any written official complaints? No

Please detail any complaints received.  
This summary should describe each complaint in general terms, without information that may be deemed confidential, and should describe how each complaint has been resolved.

Challenges received under the Independent Review Framework (IRF)

Have students or parents, families and/or whānau of students have sought to use the Independent Review Process (IRP) to challenge any decisions, actions or omissions of the Partnership School? No

Please detail any challenges using the IRP process.  
This should describe each challenge in general terms, without information that may be deemed confidential, and should describe how each challenge has been resolved under the IRP.

## Contractual Requirements

Please confirm you have met the following contractual requirements from:

- Part 2 - Key Requirements
- Part 3 - Performance Regime
- Part 7 - General Requirements of the Agreement for the current quarter.

### Part 2 of the Agreement: Key Requirements

Clause:	Quarter 1
2.1(c) The Sponsor has acted in accordance with all of its approved operative documents. Please note if you have reviewed and updated any of your operative documents since originally submitting these to form part of your Agreement please provide these to the Ministry.	Met
6(b): The Sponsor may only provide religious instruction in the School during School hours if Schedule 1 provides that the Sponsor is permitted to provide religious instruction to the Students.	Met
9.1(a): The Sponsor will ensure that it teaches its Students in accordance with the Curriculum described in Schedule 2.	Met
9.1(b): Notwithstanding any description of the Curriculum in Schedule 2, the Sponsor must ensure that the Curriculum is, at a minimum, in line with any Foundation Curriculum Policy Statement.	Met
14.2: The Sponsor will ensure that it has, at all times, the equipment that is suitable for the Curriculum being delivered or to be delivered at the School, the Class Level(s) and abilities of its Students.	Met

If any of the above have been recorded as 'Not Met' in the most recent quarter, please record the clause number, reason and remedy or mitigation for this. If all Key Requirements have been met, please specify "n/a".

n/a

### Part 3 of the Agreement: Minimum Requirements and Performance Regime

Clause:	Quarter 1
16.1(a): No serious incident occurs in relation to the School that compromises the health and safety of a Student that could reasonably have been prevented by the Sponsor.	Met
16.1(b): No serious criminal activity is discovered to have taken place on the Premises.	Met
16.1(c): The Sponsor has operated the School in accordance with the requirements set out in the Gazette Notice.	Met
16.1(d): The Sponsor has not exceeded the Maximum Roll.	Met
16.1(e): The Sponsor has accepted students in accordance with clauses 7.2 to 7.4 of the Agreement.	Met
16.1(f): The School hours and term dates have not reduced below the minimum levels set out in Schedule 1 of the Agreement.	Met
16.1(g): The stand-down or suspension periods for Students have not exceeded the maximum periods set out in the Act.	Met
16.1(h): The Sponsor has complied with the legislative requirements in relation to standing down, suspending, excluding or expelling.	Met



16.1(i): The Sponsor has complied with every direction given under the Act or the Agreement.	Met
16.1(j): Any transport required is provided as described in Schedule 3 of the Agreement.	Met
16.1(k): The Sponsor has a person appointed as the person responsible for teaching and learning at all times with a proven background in educational leadership.	Met
16.1(l): The number or percentage of Teaching Positions filled by people holding a Practising Certificate or Limited Authority to Teach did not fall below the minimum number or percentage set out in clause 2 of Schedule 4 of the Agreement.	Met
16.1(m): The percentage of the Curriculum time taught by people holding a Practising Certificate or Limited Authority to Teach as compared with the total Curriculum time taught by any person holding a Teaching Position did not fall below the minimum percentage set out in clause 3 Schedule 4 of the Agreement.	Met
16.1(n): The Sponsor has complied with all requirements in relation to Police vetting under clauses 78C to 78CD of the Act (as applied by section 158U of the Act) and reporting on Police vetting under the Agreement	Met
16.1(q): The Sponsor has reported to parents in accordance with clause 7.8 of the Agreement.	Met
18.1 (a) and (b): In addition to the requirements for enrolment records set out in Section 77A of the Act, the Sponsor must: (i) use a student management system that is approved by the Minister for use by the Sponsor which the Minister notifies the Sponsor of in writing; and (ii) use electronic attendance files for gathering data on Student attendance at School.	Met
18.1 (c): The Sponsor must maintain detailed records in accordance with prudent business practice and sufficient to enable the Sponsor to complete its reporting obligations under this Agreement, the Act or any other applicable laws.	Met

If any of the above requirements have been recorded as 'Not Met', please record the clause number and reason why it was not met and the remedy or mitigation for this. If all of the Minimum Requirements have been met, please specify "n/a".

n/a

### Part 7 of the Agreement: General Requirements

Clause:	Quarter 1
33: The Sponsor will be required to maintain all necessary insurances needed for the ongoing operation of the School in accordance with this Agreement and any applicable laws. This shall include, at a minimum, holding the types of insurance at the levels specified in Schedule 9.	Met
34.4(a): The Sponsor must not sub-contract any obligations under this Agreement without the written consent of the Minister. If written consent is provided by the Minister, the Sponsor will remain fully responsible for the performance of all obligations under this Agreement (and responsible and liable for any non-performance) and will be responsible for all acts, defaults and neglects of any sub-contractor.	Met
34.5(a): The Sponsor may not assign or transfer any of its rights or obligations under this Agreement without the written consent of the Minister.	Met

If any of the above requirements have been recorded as 'Not Met', please record the clause number and reason why it was not met and the remedy or mitigation for this. If all General Requirements have been met, please specify "n/a".

N/A