

# Final Report APPRAISAL-2021

**Staff Member:** Mina Voigt

**Appraiser:** Annette Wynyard

**Date of Final Meeting:** 13/12/21

## **1 What were your Goals for Improvement?**

- Open line communication with students, form teachers, subject teachers + home
- Positive reinforcements a priority utilising the Dean's fridge -shopping
- Attendance goal 85+% for cohort tracking through Student centre/Dean/Rock On /TTAS

## **2 Summarise how successfully all goals were reached?**

### **EOY REPORT ON THE 3 GOALS:**

#### **OPEN LINE COMMUNICATION WITH STUDENTS, FORM TEACHERS, SUBJECT TEACHERS AND HOME:**

- ALL communication done in 3 ways: shared google docs, Screencastify videos and emails. Got feedback from all parties concerned that it worked extremely well. I had a few parents who came to me in town, identified me, as they always watch the videos that I share on the year 9 dean site. Throughout the year if a parent communicated with me, I immediately responded and tried my best to solve the problem within 24 hours. I got feedback from one dad who had a run in with the school. I then made an appointment to go meet with him outside the school, and he totally calmed down and then actually told me what a privilege it is to have his daughter coming to this school. All whanau, students, teachers and form teachers worked very well in this open line communication. I feel this was a very successful year.
- Strike rate or percentage of students' parents who made contact because of the site, video, communication lines that you had created would have been approximately above 85%.
- Visits to the homes of students whose parents were upset at some issue, was a good way of dealing with these issues.
- Mina has worked very hard to keep a lot of issues in hand, or calming people and parents when they were upset over issues with their children.

- Open lines over the weekend to students and parents was great for them. This did cut into Mina's own whanau time but it is how she maintained constant contact and communication with her students and parents.

## **POSITIVE REINFORCEMENTS A PRIORITY**

- Every Monday I've sent an email to all staff teaching year 9 to send me the names of students doing well, so I could celebrate them at Wednesday assembly. I then gave them points for this. I also chose a form class of the week, who also got points. If they get over 40 points they get a shopping voucher. In my office I have: T-shirts, books, pens, chocolates and cool drinks. They bring me their voucher, and they can shop. Students are so proud, and it is like a competition doing well, especially the form class. This system seemed to work for most of the students. I also on one occasion got the year 9R class (4 students) (the class labeled as the naughty class) to run the whole assembly. That worked well, as after that on a few occasions 9R was actually the form class of the week. All my assemblies were done on slideshows, and afterwards I would record it, in order for any one in year 9 who missed assembly to catch up on, also for parents to see what is happening in their school life. This worked very well, as students could just go back and listen if they missed something during assembly.
- Mina used a lot of her own money to purchase the gifts that she celebrated with her students. She did spend the Deans budget on the whole group at the end of the year.
- In 2022 she will work with the Deans budget. DP has put a budget allocation in for \$500 per Dean for the coming year.
- Mina has done an amazing job of celebrating their successes with other students, very often she would hear them bragging to others about being able to shop from her fridge where the treats were. An example Jo Robertson's father thanked Mina for also looking after the quiet students and the achievers and not just the bad behaved students which can sometimes happen.
- Do you think these rewards have helped change the bad behaviour of some students? Mina gave a good example of one student who was open and honest about who they choose to be good to and who they will play up with. It might not change the behaviour immediately but at least the conversation gets the student thinking, and hopefully they might change the behaviour.
- A good place to start is with the students, why is this behaviour happening, are there outside influences that cause them to play up at school? Each student is different and they all need love and care.

## **ATTENDANCE GOAL above 85%**

- 28 out of 99 students had attendance rate below 85%
- This means 28% of year 9's had an attendance rate below 85%

- 72% of year 9 students had an attendance rate of 85% or above which is the school goal
- This year was tricky as many of our students wanted them to stay at home, to keep them safe after lock-down, hence it reflected negatively on our overall attendance rate.
- The lockdown and covid responses have had an impact on the attendance rates of our students and there is nothing that we can do but work with the families and whanau to support them and their children.
- **Looking forward to 2022** - we expect students to be online and emailing with us and this is not normal for junior students. Perhaps help them by practicing working in this manner. Have a google meet assembly with her students so that these kids get used to meeting teachers using this mode of communication. This could happen at least once a month.
- This is great practice in preparation for any future lockdown situations.
- Getting students used to reading their emails is another way to keep the junior learning by their digital device.
- Teachers can even teach a lesson using google meet rather than instructions.
- Year 9 students need to practice and learn to learn online.
- Chromebooks - and in particular the students who do not have a chromebook, how can we help these kids next year? We discussed avenues for seeking funding Variety sponsorship, Manaiakalani (see Kerry), and asked the IT committee to purchase a set of CB's for these students. Students like John-Jack Henry-Salu who has 3 other siblings at school and we expect that whanau to purchase 3 CB's for their kids?
- Departmental CB's that just sit at school overnight, can these be used at home by these students rather than just sitting in school. At least they can carry on working at home at night. There are about 70 CB's sitting at school all night doing nothing? and they should be utilized.

Signed: (Staff member)

(Appraiser)

(Principal)

***Please print completed report - pass onto Debbie/ Principal.***