



## Governance framework

### Part A: Annually updated section

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1. Board member register
  2. Board workplan
  3. Charter/Strategic plan – our number 1 policy
  4. Delegations list
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# 1. Board Member Register: updated when there is any change to board membership and reviewed annually as part of succession planning

Approved number of elected parent representatives = 5

Staggered (Mid-term) election cycle: Staggered as at resolved at board meeting dated 2019

Name	Phone and email	Position on board <small>chair/presiding member (CH), board member (BM), commissioner (CMR)</small>	Type of member <small>parent elected, parent selected, co-opted, staff representative, student representative, proprietor's appointee, principal</small>	Date started <sup>2</sup>	Date left the board	Current term expires
Wiremu Clarke	0274491327 and <a href="mailto:principal@taupointermediate.co.nz">principal@taupointermediate.co.nz</a>	BM	Principal	2004		ongoing
Vanessa Donald	0275090301 and <a href="mailto:v.l.donald2018@gmail.com">v.l.donald2018@gmail.com</a> or <a href="mailto:botchair@taupointermediate.co.nz">botchair@taupointermediate.co.nz</a>	CH	Parent Elected	Jul 2015		Sep 2022
John McIntyre	0272937415 and <a href="mailto:johnmc@greenlea.co.nz">johnmc@greenlea.co.nz</a>	BM	Parent Elected	Jul 2019		Sep 2022
DeeJay Tupe	0274358873 and <a href="mailto:deejay.tupe@gmail.com">deejay.tupe@gmail.com</a>	BM	Parent Elected	Jun 2016		Sep 2022
Bridget Hayes	0274188525 and <a href="mailto:karl.bridget@gmail.com">karl.bridget@gmail.com</a>	BM	Parent Elected	Jul 2019		Dec 2023
Jackie Later	0276646222 and <a href="mailto:Mjlater@gmail.com">Mjlater@gmail.com</a>	BM	Parent Elected	Dec 2020		Dec 2023
Debi Woodward	0272863112 and <a href="mailto:dwoodward@taupointermediate.co.nz">dwoodward@taupointermediate.co.nz</a>	BM	Staff Representative	Mar 2022		Dec 2023
Donna Hemopo	0211298681 and <a href="mailto:donna.hemopo@hotmail.com">donna.hemopo@hotmail.com</a>	BM (18 month)	Parent Elected	Jul 2019	Dec 2020	Dec 2020
Kerri Robinson	021782838 and <a href="mailto:KRobinson@taupointermediate.co.nz">KRobinson@taupointermediate.co.nz</a>	BM	Staff Representative	Feb 2013	Dec 2021	Dec 2021

## 2. Board Workplan

Meetings	Term 1		Term 2		Term 3			Term 4		
	Feb 28	Mar 28	May 30	Jun 27	Jul 25	Aug 29	Sep 26	Oct 31	Nov 28	Dec 12
<b>Student Achievement Data</b>	Baseline Data							End of Year Reporting by Priority Groups		
<b>Strategic Focus</b>	Reaffirm Presiding Member Succession Planning 2022 Election Planning	2021 Annual Review + AOV Completed Approve 2022 Charter and Annual Plans Community Relations	Pastoral Care and Behaviour Management Student Achievement	Workforce Finance Property				New Board takes office Review of Charter Review of 5 Year Strategic Aims		Board Performance Review
<b>Finance and Property</b>	Approve 2021 Accounts 2022 Draft Budget	Approve 2022 Budget Annual Accounts to Auditors 5&10YPP Review	Auditor Report					Risk Management and Insurance Review		2022 Budget Review Start
<b>Policy Review</b>	Part A: Annually Updated Section Trustee Code of Behaviour Delegations + Fees Conflict of Interest Roles & Resp	Policies 3.1 – 3.8	Policies 3.9 – 3.18 Privacy	Review NZSTA Updates to Policy Manual						Presiding Member's Role Description Achievement of Maori Students Sensitive Expenditure Committee TOR Treaty of Waitangi
<b>Curriculum Review</b>	Approve Safety Management Plan	New Timetable	Social Sciences – NZ History	Health - Relationships				Health and PE, Social Sciences, EOTC, Technology		Collaborative Teaching
<b>Principal Appraisal</b>	Scope 2022 Objectives	Confirm 2022 Objectives								Final Report Appoint Appraiser + Draft 2023 Agreement
<b>Community Relations</b>	Welcome Assembly	Charter to school community Staff M Tea Walk Through	Mid-Year Community Report Walk Through					Walk Through		Annual Community Report v's Plan Staff M Tea Awards Assembly
<b>Statutory Requirements</b>	Charter to MOE 1 March Annual Accounts to Auditor 31 March Roll Return 1 March + sign SUE Reports		Report to Parents Annual Report to MOE 30 June Roll Return 1 July + sign SUE Reports		Health Education Statement (s60B Education Act) Sign SUE Reports			Report to Parents Sign SUE Reports		

No Meeting

Special Meeting – Curriculum Review Normal Time

Special Meeting – Curriculum Review - TBC

### **3. Charter/Strategic Plan - our number 1 policy**

# Taupo Intermediate School Charter

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## Introductory Section

**Our Vision:** To make a positive difference in the lives of our students.

**Our Mission:** To provide a stimulating environment where all students strive for personal excellence.

**Our Graduates** will be nurtured and encouraged to model the values, principles, key competencies and intent of the New Zealand Curriculum, as embodied through the **T.I.S. Way**.

### Key Competencies:

*Rangatiratanga*  
Managing  
Self

*Whaiwāhitanga*  
Participating and  
Contributing

*Whanaungatanga*  
Relating  
to Others

*Whakaaroaro* Thinking  
and Literacy

*Tikanga Tuhi*  
Understanding Language,  
Symbols and Text

### The T.I.S. Way – our Graduates will (be):

#### Thinkers

##### *Whaiwhakaaro*

Creative and critical thinkers  
Literate and numerate  
Good communicators  
Resilient and persevering  
Digitally fluent  
Responsible citizens, online and  
offline  
Innovative, inquiring and curious

#### Involved

##### *Whaiwāhitanga*

Set personal goals and strive to  
achieve them  
Try new things and be  
courageous  
Overcome fear of making  
mistakes  
Engaged in their own learning;  
school opportunities; and in the  
wider community  
Be team players  
Physically active

#### Show Respect

##### *Manaakitanga*

Respect for self  
Respectful of others  
Show respect to learning by striving for  
excellence and towards personal development  
Respect for School  
Show respect to the environment  
Do the right thing - demonstrate integrity

### Our Culture:

Our school has a role of approximately 630 students, with 40% Maori and over 18 nationalities represented.

This is a student-centered school embracing the NZAIMs philosophy to middle school education. Our students, and their journey through the emerging teenage years, are at the heart of all matters at school. We care. Caring is at all levels of the school – board, management and staff. We care about our kids and the communities in which they grow and develop. Relationships - *whanaungatanga* - are central to all that we do.

The school provides a diverse range of opportunities and challenges, shaped each year by changing student interests and prospects available in the community. We nurture and develop the strengths and talents of students and help them discover new interests! We work to foster the *T.I.S. Way* and a strong sense of belonging.

Teachers are selected for their diverse interests and ability to connect with emerging teenagers – there are high expectations for continued professional development and a willingness to strive towards every student reaching their full potential. We care for our staff, their health and well-being, and support them in being the very best leaders of learning that they can be.

We aim to nurture students to be part of creating an Aotearoa NZ in which Maori and Pakeha recognize each other as full Treaty partners, and where all cultures are valued. Our people, policies and practices are developed to reflect New Zealand's cultural diversity and the unique position of Maori culture.

This charter has been developed in consultation with our school community, staff, students and Tuwharetoa, aligning to the priorities identified by the Taupo Kahui Ako.

We take behaviour management seriously and have clear daily expectations for students to work towards. We ask the community to support us in maintaining our standards to create a safe, positive and inclusive environment for all students and staff. Restorative practice is our focus. We believe that school is the best place for all students to learn.

# Taupo Intermediate School Charter

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## The Strategic Section

### Our Strategic Aims:

1. All students are able to access the NZ Curriculum and experience broad and diverse opportunities to allow them to reach their full potential as per the Statement of National Education and Learning Priorities in Schools
2. Maori students are engaged in their learning and achieve educational success with pride in their unique identity, language and culture as Maori.
3. Students are safe, happy, engaged, and connected with the School and have agency over their learning journey.

### 2022 - What does this look like in our School?

- Diverse school prospectus delivered in a challenging environment –students are engaged and have opportunities for exploration and excellence, staff are supported to lead learning in a new environment.
- All students are achieving positive outcomes to their individual potential.
- School wide data shows improvements in achievement levels in Math.
- Positive relationships are fostered at all levels in the School.
- Staff are positive, energized and student centered –deeply connected to the values and T.I.S Way.
- Parents are involved in their child’s learning.
- School is inclusive.
- Assessment is used to improve learning.
- Hauora and well-being are a key focus - we care about the safety, well-being/hauora of our staff and students.
- Students and staff are prepared for COVID-19 pandemic crisis.
- Students have agency over their learning –know where they are at, where they are going and how to get there. Students have choice in their learning, curiosity and authentic opportunities – the T.I.S. Way is embedded.
- Continue to strengthen the learning journey of our students through more effective transitions.
- Our school curriculum is regularly reviewed, future focused and an authentic local emphasis.

This Charter should be read and considered in conjunction with the following key documents that form our Annual Plan:

- The Prospectus and Annual Budget
- The Annual Report
- The Property Plan
- Community Consultation Plan
- The Policy Framework
- Professional Development Plan
- 2020 National Education and Learning Priorities
- NZAIMS Middle Year Philosophy
- Kawanata with Tuwharetoa
- Taupo Kahui Ako Plan

## 4. Taupo Intermediate School Delegations List

Date of delegation (as per minutes)	Personnel <i>Delegations can be to a person or a committee. Committees must have a minimum of 2 persons, at least one of whom must be a board member (BM).</i>	Delegated authority <i>See individual committee terms of reference in part C of the board's governance framework.</i>	Term of delegation <i>Delegation ceases at the date below or by earlier resolution of the board or, if no date, is ongoing.</i>
7 Mar 2022	<b>Presiding Member</b> Vanessa Donald (BM)	Delegated authority to act as the presiding member for the board as per the presiding member (chair) role description policy.	Sep 2022 election
7 Mar 2022	<b>Student suspension committee</b> All current board members except the principal	That all current board members except the principal are delegated authority to be members of the board's student suspension committee acting under the terms of reference for this committee.	Ongoing
7 Mar 2022	<b>Finance committee</b> John McIntyre (BM) Bill Clarke (BM)	That the finance committee members are delegated authority to be members of the board's finance committee acting under the terms of reference for this committee.	Ongoing
7 Mar 2022	Megan Chapman (Deputy Principal) Sam Blake (Deputy Principal)	That the board directs that (except where the board at its discretion otherwise determines), in the absence of the principal from duty for periods not exceeding 2 weeks and for the full period(s) of such absence, the deputy principal or assistant principal shall perform all the duties and powers of the principal.	Ongoing
7 Mar 2022	Vanessa Donald (BM)	That Vanessa is delegated to represent Taupo Intermediate School as a Trustee on the Central Plateau Schools Alpine Charitable Trust.	Ongoing
30 May 2022	Julie Patterson	Privacy Officer for Taupo Intermediate School	Ongoing