

safeguard against sexual harassment, including procedures for making and handling complaints.

4. *Treaty of Waitangi Goals and Objectives.*

GOAL: To fulfil the intent of the Treaty of Waitangi by valuing and reflecting New Zealand's dual cultural heritage.

Objectives:

Every year prepare policies which will:

- a. ensure the curriculum reflects Maori perspectives.
- b. make equitable provisions in the curriculum for the instructional needs of Maori children.
- c. provide opportunities for students who wish to learn the Maori language and culture.
- d. provide for students whose parents wish them to be educated through the Maori language.
- e. recognise Maori values in the provision of resources and facilities within the school.
- f. make staffing or financial provision to enable the school to meet the requirements of a to e above.

5. *Personnel Goals and Objectives*

Staffing Goals and Objectives

GOAL A: To enhance learning by staffing the school with teachers and ancillary/support staff to meet curriculum objectives.

Objectives:

- a. Appoint sufficient teachers to maintain, at all times, teacher-student ratios within any limits or requirements as specified by the Secretary of Education.
- b. Appoint teaching and non-teaching staff to meet the New Zealand and local curriculum objectives and syllabuses, and the special needs of individual children.

GOAL B: To be a good employer, abide by industrial awards, and endeavour to maintain harmonious industrial relations.

Objectives:

- a. Comply with the good employer principles for the Education Service outlined in the State Sector Act 1988.
- b. Comply with all current industrial awards which apply to the teaching and non-teaching staff of the school.

GOAL C: To develop sound personnel policies, which treat staff fairly, protect students and promote staff performance and the effective use of resources.

Objectives:

(a) Comply with appointment, appraisal, discipline and dismissal procedures established in the relevant awards and regulations for all teaching and non-teaching staff.

(b) Ensure that no student is compelled to do work which would normally be the regular work of a paid employee such as cleaning.

Personnel Development Goals and Objectives

GOAL D: To approve and support a staff development programme to enhance the educational opportunities of students and improve the capabilities of all staff.

Objectives:

a. Every year adopt, on the advice of the principal, a staff development programme which specifies clear outcomes and methods for achieving these.

b. Every year allocate funds for the staff development programme.

c. Before approving the staff development programme each year, ensure that there is a component in the programme to equip staff to implement equity objectives.

GOAL E: To provide training opportunities for trustees.

Objectives:

- a. Every year prepare a statement of training priorities for trustees.
- b. Every year ensure that board training includes a component to equip trustees to implement equity objectives.
- c. Budget for the purchase of training services as required.

Equal Employment Opportunity Goals and Objectives

GOAL F: To provide equal access, consideration and equal encouragement in areas of recruitment, selection, promotion, conditions of employment and career development.

Objectives:

- a. Every year develop, publish and implement an equal employment opportunities programme, as required by the State Sector Act 1988, sections 79 and 80 which state that boards of trustees will develop, publish and implement, in consultation with the school's employees, and equal employment opportunity programme and ensure that the programme is complied with.
- b. Every year report to the school's community on the extent to which the goals of the equal employment opportunities programme has been met.

6. *Financial Goals and Objectives*

Budgeting (income and expenditure) Goal and Objectives

GOAL A: To link resource use to charter objectives by allocating funds to reflect the school's priorities.

Objectives:

- a. By the beginning of each school year, adopt procedures to be used in planning and preparing the annual budget.
- b. Every year prepare an annual budget which reflects charter objectives and priorities.

Auditing Goals and Objectives.

GOAL B: To ensure annual accounts are prepared for audit by the Audit Office.

Objective:

Every year ensure annual accounts are prepared in line with Audit Office requirements, and are made available to the auditor.

GOAL C: To monitor and control the school's resources.

Objective:

Monitor expenditure regularly so that over-expenditure of the budget does not occur, at any time, without the board's prior approval.

7. *Property Goal and Objectives*

GOAL: To maintain the school's buildings and facilities in order to offer students a good learning environment.

Objectives:

- a. Every year develop a policy which will ensure that the school is kept in a clean, tidy, safe and hygienic condition.
- b. Comply with the policy stated in (a) above, and with local body and other safety and health regulations in regard to the school's equipment, buildings and grounds.
- c. By the end of 1990 and once each year thereafter have developed and implemented a programme which aims to encourage safe practices and reduce hazards.
- d. Comply with the conditions of the property occupancy agreement.
- e. By 1 October 1990 or within a year of receiving Ministerial approval of the charter develop a programme for major and minor maintenance which will include painting the school buildings; cleaning and caretaking; maintenance of the grounds; plumbing; carpentry and electrical repairs, and the