

NewsFirst | 08

THE FIRST-TIME PRINCIPALS PROGRAMME

He Hōtaka mō ngā Tumuaki hou

AUGUST 2008

KIA ORA TATOOU

Welcome to your August edition of NewsFirst08. We hope this term is going well for you.

In this month's edition we especially highlight the arrangements for Residential Course Two, now just a couple of months away. **Please note that there are actions you now need to take**, such as booking your accommodation and travel arrangements. As the course is in the school holidays, it is important that if air travel is required, you book your preferred flights as soon as possible.



Photo from April Residential

TRAVEL ARRANGEMENTS

It is important that you read the attached **Guidelines for Travel & Accommodation for all Residential Courses** as it explains how to make your travel bookings.

Please complete the **HRG Travel Electronic Flight Request Form**. It is important that you make flight reservations as soon as possible. As the course is being held in the school

holidays, it is expected that flights could shortly become heavily booked.

You will then need to email this flight request form to HRG Travel uoagroups@nz.hrgworldwide.com with your flight details. Please consider your flight arrangements carefully as the details on the Flight Request Form will be used to book your final flights.

You will then be emailed an electronic ticket. Once you have received your electronic ticket any alterations and associated costs will be at your own personal cost.

Early booking enables us to make significant savings in travel costs that can then be spent on furthering the programme offered. We thank you in anticipation for booking early.

If making flight arrangements, Please allow at least 30 minutes to travel from the airport to the hotel venue on arrival. For departure, allow at least 45 minutes for travel from the hotel venue to the airport and check in time when selecting your flights.



Photo from April Residential

ACCOMMODATION ARRANGEMENTS

The hotel venue for this residential course in Auckland is the Centra Auckland Airport Hotel. **It is important that you read the attached Accommodation Request Form and fax your completed form not later than Friday 29th August to (09) 373 8781.**



Photo from April Residential

ARRIVING THE PRIOR EVENING

Please note for Residential Course Two the FТПP covers accommodation for the night of Wednesday 1st October 2008 ONLY). If you require extra nights accommodation due to early arrival this will need to be a personal or Board of Trustee cost. Changes to MOE funding for the FТПP mean that unfortunately the programme cannot cover the extra accommodation for course participants who wish to arrive a day earlier or leave a day later. You will need to pay for this cost when you checkout of the hotel. We have negotiated a cheaper rate at \$140.00 per night inclusive of GST. This cost covers a breakfast meal also. If you require the extra nights accommodation this needs to be

indicated and signed for on the **Accommodation Request Form**. Please direct all travel and accommodation queries to Yohei Guy (Project Coordinator) via email to y.guy@auckland.ac.nz



Photo from April Residential

UNABLE TO ATTEND THE COURSE?

Please remember that if you are unable to attend the residential course, it is important that you inform Yohei Guy (Project Coordinator) with your reason **not later than Friday 29th August**. This is an important procedure, otherwise you could incur the cost of the accommodation and meals arranged on your behalf. A participant who is unable to attend the course for an acceptable reason will have the opportunity to attend the equivalent course in April 2009.

HAVE YOU COMPLETED SALTAL?

Please remember that it is vital to complete the online SALTAL (Self Assessment of Leadership of Teaching and Learning) questionnaire when your enrolment is confirmed and **PRIOR** to your mentor's School-based Visit. Instructions on how to complete this are in the Welcome Edition of NewsFirst08. Your responses to the questionnaire are fundamental to the discussion you will have with your mentor about your goals and the development of your Professional Learning Plan.

MENTORING MATTERS

If they have not already done so, your mentor will be making contact with you very soon. Have your diary handy so that you can set a date with your mentor for School-based Visit. You need a whole day and ask your staff to give you an uninterrupted day for this visit. If you have any concerns

regarding your mentoring programme, including your mentor, please contact Jill Lunn for Primary and Kura sectors and John Locke for Secondary sector.

SHIFT HAPPENS

Two URL's for 'Shift Happens' are below. The first has a UK spin and the second a USA context.

Either would be a useful starter to introduce the idea of change and 21st century learning needs for staff or parent meetings about the NZC.

(UK Version)

www.youtube.com/watch?v=QeoKQbT8BKs&NR=1

(USA Version)

www.youtube.com/watch?v=pMcfLYDm2U



Photo from April Residential

RESIDENTIAL TWO PROGRAMME

The draft programme for residential course two has been sent to your advisory group representatives for their feedback and comments. At this stage we are including two keynotes, three workshops and over 20 different options in the programme.

The opening keynote of the course will be from Graeme Aitken Acting Dean of the Faculty of Education at The University of Auckland. Graeme will be making reference to his on-line module entitled Teaching Effectiveness http://www.tki.org.nz/r/governance/ftp/module2/index_e.php

**Ka kite ano
John Locke & the Project Team
at The University of Auckland**