

PPTA

NEW ZEALAND POST PRIMARY
TEACHERS' ASSOCIATION

TE WEHENGARUA

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Developing a Community of Schools (CoS): *Consultation with teachers*

Advice to PPTA Branch Chairs in schools considering
becoming part of a CoS

Advice

Schools are to consult with their staff and community before becoming a CoS.

This advice on what to do when your school is interested in being in a CoS is in 6 parts :

1. First week actions for branch officers
2. First school month actions for the branch officers
3. Longer term actions for branch representatives
4. Resources you can access
5. A summary of how a CoS is formed
6. Notes on the process of consultation

Actions for branch officers – 1st week

1. Contact with PPTA
2. Branch officer preparation
3. Meet with Principal

Contact with PPTA

- o If you have not been contacted by PPTA already then notify PPTA that the school is considering becoming part of a CoS.

Contact ies@ppta.org.nz

Subject line 'CoS contact'

Branch officer preparation

- o Read:

- o PPTA summary of Communities of Schools (*see last slide for links*)
- o PPTA advice in this PowerPoint

- o Use the PPTA contact email address for:

- o Any clarification or information required

Meet with principal

- o Find out the proposed:
 - o timeline for consultation
 - o consultation processes
 - o staff participation in consultation process
 - o planned activities and meeting dates
 - o date for signing memorandum of agreement
 - o other schools interested in the CoS
 - o other matters of interest to members

Actions for branch officers – 1st school month

- o Contact PPTA if you need further support, information or advice
- o Organise branch meeting(s)
- o Provide information to members before meeting

Branch meeting

- o Informed discussion of proposal to form a CoS
- o identify issues and opportunities
- o choose branch representatives for consultation process

Actions for branch representatives – prior to CoS officially forming

- 1.** Consultation process
- 2.** Input into school's processes
- 3.** Meet teachers from other schools

Consultation process

- o Engage in CoS consultation in good faith
- o Raise issues/opportunities from branch
- o Present proposals for staff input to/representation on the CoS's:
 - o structures and processes
 - o achievement plan and objectives
 - o current activities which relate to the plan/goals
- o Report back to branch regularly
- o Contact PPTA if you require advice or support

Own school's processes

- o Propose ways teachers will have input into:
 - o staff representation in the appointment processes for the Within-School Teachers
 - o the school's responses to the achievement plan and objectives

Meet with other teachers

- o Meet teachers from other schools considering joining the CoS to:
 - o get to know them
 - o share issues and possibilities
 - o identify common aims and challenges
 - o share information

Resources

PPTA information on Cos and related resourcing

<http://ppta.org.nz/events/consulting-on/3146-ies-information-kit-branches>

MoE pamphlet on CoS

<http://www.education.govt.nz/assets/Documents/Ministry/Investing-in-Educational-Success/Information-Sheets/IESCommunitiesOfSchoolsOct2014.pdf>

PPTA change management toolkit

<http://www.ppta.org.nz/resources/publication-list/2460-change-management>

Questions and other support: Email IES@ppta.org.nz

Forming a Community of Schools: Consultation with teaching staff

1. Communities of Schools are expected to be highly collaborative and consultative
2. Consultation with teachers and wider community is part of the process schools are to follow **before** signing agreement to become part of CoS

Collaborative consultation

- o Not perfunctory
- o Approach with open mind
- o Mutually agreed process for engagement
- o Sufficient time for discussions
- o Sufficient information to engage
- o Look for consensus

Consultation with teachers

- o Should not be notice of what is to happen
- o Should be an informed discussion of the possibilities, issues and concerns
- o Should be a genuine engagement
- o Will sit alongside wider consultation with community and other schools

How a CoS forms: Summary (1)

1. Expression of Interest to MoE by school(s)
2. MoE meets BoT chairs/principals on the purpose and operation of CoS
3. Must show features of viable CoS, including:
 - o Commitment to focus on a shared achievement goal
 - o Viable size (normally 8-12 schools, *but what makes sense locally*)
 - o Usually geographical or has a planned method of communication for professional learning and evidence of links across the educational pathway for learners

How a Cos forms: Summary (2):

4. MoE/NZSTA work with Boards through issues
5. School to consult their staff and parents
6. PPTA support Branch by in consultation process
7. If deciding to continue forming CoS schools will begin to develop:
 - o a structure for the Community to set goals/implement plans,
 - o a process for further inquiry to confirm change to this focus,
 - o a possible shared achievement goal , and
 - o a possible timeline for appointments to new roles

How a CoS forms: Summary (3)

8. BoT chairs and principals sign Memorandum of Agreement. CoS is now officially formed

9. Resources are allocated