

RESOURCE TEACHERS: LITERACY: UPDATE 10

May 2006

1 Purpose

This update is to share information regarding the Resource Teachers: Literacy (RT: Lit) service. Much of the information in this Update is similar to that of the last Update. This is because there have been quite a few changes of principals who need this.

The last Update on RT: Lit matters was in June 2005. From now on the Update will appear on the TKI website at:

www.tki.org.nz/r/literacy_numeracy/resource_teachers/index_e.php

2 Recipients

The Update is meant for:

- employing principals of RT: Lits and
- RT: Lits and
- any other interested people.

3 Vacancies and Appointments

When a school has an RT: Lit resignation please notify the nearest Ministry Student Support or Local Office Manager. As vacancies arise the Ministry reviews the positions so that eventually there will be a balanced spread of positions nationally. There will be no new positions created at present.

The Guidelines have information on process. Please note the requirement, on page 16, for appointees to **sign** an agreement to complete the mandatory training within the set timeframes.

4 Professional Development and National Hui

The Ministry continues to pay expenses for the mandatory training course. Accounts and reimbursement claims should be forwarded to:

Literacy, Numeracy and Assessment
Curriculum Learning and Teaching
Ministry of Education
P O Box 1666
Wellington

There will be a national hui for ongoing professional learning of RT: Lits. The dates are: 24, 25, 26 July 2006.

The venue is: Brentwood Hotel, Kilbirnie, Wellington.

Accessed from:

http://www.tki.org.nz/r/literacy_numeracy/resource_teachers/index_e.php

5 RT: Lit Guidelines

A reminder that the RT Lit Guidelines are on our web-site at the address below.
http://www.tki.org.nz/r/literacy_numeracy/resource_teachers/guidelines_e.php

6 Annual Reports

All RT: Lits are required to complete an annual report for the position they are in. If the RT: Lit changes during the year the new RT: Lit needs to use the records left by the predecessor to complete the report. If an RT: Lit is resigning at the end of the year they must complete the report before they leave.
One position = one report.

The new forms for the 2006 report are at www.minedu.govt.nz/goto/rtlit
or
http://www.tki.org.nz/r/literacy_numeracy/resource_teachers/index_e.php (click on the Guidelines icon).

7 Ministry Contacts

Requests about amounts in grants or Advice Notices for staffing and funding should be made to our Resourcing Helpdesk on 04 463 8383.

All other queries should be made to RT.Literacy@minedu.govt.nz

8 RTLB Project Update

The RTLB Key collection can be accessed from the Governance Community News page at <http://www.tki.org.nz/r/governance/rtlb/>

9 Referral Process

The diagram showing the referral process is available at
http://www.tki.org.nz/r/literacy_numeracy/resource_teachers/overview_e.php

10 School-Based Literacy Needs

The diagram showing the process for assessing School-Based Literacy Needs is available at
http://www.tki.org.nz/r/literacy_numeracy/resource_teachers/overview_e.php

Accessed from:

http://www.tki.org.nz/r/literacy_numeracy/resource_teachers/index_e.php