

**NEW ZEALAND AREA SCHOOLS ASSOCIATION
MINUTES 17TH AND 18TH MARCH
PORTLAND HOTEL, WELLINGTON**

PRESENT: John Wright, Robyn Bristow, Neil Wilkinson, John Haerewa, Sharon Watson, Grant Burns, Lesley McCardle, John Garner, Chris McIntosh, Bill Feasey

PREVIOUS MINUTES

Motion That the previous minutes of 19th November as circulated and discussed be adopted.

Neil/John W cd

Matters Arising:

GSE

Draft submissions due Friday – email / letter from Executive. John W and John G to have a look at the special education review discussion document and explore what response we can send to them.

FINANCE

Finance report as tabled be adopted. Sending accounts for approval to Neil working well. MoE QPF advertised in July Gazette.

Neil/John G

Special Education - John W

John W had set up meeting for this exec. with Shiona. She said it was unlikely they could meet and nothing further has come through from them but after review more information will be available. Next meeting John W and Grant B to meet with GSE in the morning prior to next full Exec meeting in Wellington.

John G read his submission report he sent through to PPTA. There seems to be more students coming through our schools with special needs and also we have got better at diagnosing special needs conditions. Discussion revolved around how we as area schools cope with special needs students at the moment.

A submission to be sent from the Exec by Friday.

SPORT

Neil has met with SPARC and has a signed investment schedule for \$12,500 for this year. Funding for next year is not confirmed. SPARC are subject to budget constraints and can't guarantee funding past this year. Budgets are being set in May and they hope to give an indication prior to conference as to likelihood of funding for next year. SPARC's mission is to get 80% of school students to play sport for 3 hours a week. Focus on getting more kids involved in sport. Discussed whether national tournament is the best way to involve more kids in sport vs. an island tournaments or another way. Regionally based tournaments may well be better for RST funding. All RST have to have applications approved by 1 June this year. They are an avenue for funding and could possibly be a place for us to obtain funding. Keep an eye on the RST website and check what is going on. They won't send information out but it will be on the website. Key message- schools need to be liaising with RSTs – preferably a face to face meeting and build a relationship.

Partnerships are important to SPARC and they are looking for collaboration between schools, clubs etc. The funding model is changed – RSTs all taken different views as to how they will fund schools. The applications for top ups only applies when you add in primary contribution.

The rural travel fund – SPARC give to Councils throughout NZ funding based on population where there is a rural population and certain criteria are met. You apply to the Council for rural travel assistance to get

students 5-19 years to participate in sport. John G's application was declined. SPARC advise informing them if there are difficulties in getting this funding. Advice to schools is to meet the personnel from Council involved in this funding. It is not available for regional or national events. Definition of "local competitions" needs to be clarified. Neil to follow this up with SPARC.

Discussion with Sports Committee around giving students more opportunities in sport may need to be had to secure SPARC funding. A VC meeting will be taking place shortly – after trials.

Neil to write to SPARC a summary of this morning's meeting. As below.

Summary of meeting with SPARC

1. The investment schedule was signed giving funding for the 2010 tournament.
2. There was a clear indication given that funding for 2011 and beyond is not guaranteed
3. SPARC's focus is on getting more students into sport especially in disadvantaged communities. The SPARC goal is 'To have 80% of school aged children playing sport for 3 hours per week per year'
4. Schools who receive a reduction in funding between the 2009 Sportfit level and the 2010 Operational Grant can access additional funding through the Regional Partnership Fund. SPARC clarified that the comparison should be made against the total grant the school receives (for both Year 1 – 8 and Year 9 – 13). It was noted that this may impact on Area Schools because most cover Years 1 – 13 meaning additional funding may not be required to bridge any shortfall.
5. Regional Sports Trusts in Otago, Canterbury, Bay of Plenty, Wellington and Harbour had had their Investment Plans for 2010 signed off by SPARC and a process for receiving applications for funding support from them should be publicised soon – schools should check the RST website frequently for this
6. Partnership and collaboration were important aspects of the sports scene now and schools should be working with clubs and local organisations to build these
7. Funding applications to RST's would need to show evidence of financial support from other sources as well as the RST eg gaming, own fundraising, sponsorship, school funds
8. The Rural Travel Fund was another form of funding assistance available to rural schools through their local district council. This fund is administered by each council but the criteria were set by SPARC. There was some discussion about the criteria. Full details are found on the SPARC website. Schools having difficulties with a Council's interpretation of the criteria should contact SPARC
9. It was noted that SPARC are operating in a tight financial environment with little chance of increasing financial resourcing
10. It was agreed that Neil would contact Roger/Sarah in mid May to get an indication of likely funding for 2011 or otherwise.

Key messages for Schools

1. Build relationships with the local Regional Sports Trust people and keep informed of their plans and timelines
2. Build relationships with the local Council to access the Travel Fund where appropriate
3. Look for opportunities to get more students playing more sport more often

ERO – JENNY CLARK

Neil W – Amuri Area School have just had an ERO review.

Self review – workshops are taking place on how schools are using self review. ERO could possibly come to conference on self review and may be able to come to Invercargill. Workshops would be suitable for a mix of personnel. Workshops are by demand. Bill and Jenny to liaise regarding conference.

John G - distance of some area schools from regional meetings. VC workshops should be offered. ERO now have this facility. Jenny will take back the possibility of using area schools as guinea pigs for VC workshops and will liaise with John G in this respect.

ERO reviews in 2010 – draft indicators and draft frameworks are changing all the time so there is no point in sharing them at this point. They are updated on the website. If anyone is scheduled for review in 4-5 years time it doesn't mean it will be 5 years until next one – it could be back to 3 years. Schools are only as good as current review or circumstances can change e.g. new principal. ERO won't be reviewing under national standards until 2011.

Jenny brought various reports with her that have already gone out to schools but extras. Good feedback received on their Reading and Writing Report.

Discussion on ERO terminology – e.g. “a number of” or “adequate” not acceptable terminology. Jenny explained ERO are changing the way they are writing reports to try and reflect accuracy. Media reports are not accurate based on language used. ERO are working on terminology.

E-mail Jenny to thank her for attending the meeting and updating us. Express appreciation of annual meeting.

Payroll Reference

Lesley attended Payroll Reference meeting last week. The roll out of Novopay has been stalled for at least six months due to complexities in the payroll system. Talent2 gave assurances through the MoE that the system would work and they want to make sure that when we do start using it there is no mistakes.

Secondary Principals Council – Bill Feasey

A meeting was held a couple of weeks ago. Lot of discussion around regional representation particularly in Auckland – SPC is quite a big group now. Discussion on collective for secondary teachers and roll out of claim.

Bali Haque – head of NZQA talked about standards review process. He wanted to make it clear that 2011 was a transition year for using unit standards that are curriculum based. International tertiary ranking system – quals being ranked between NZ and Australia – starting discussions about having a nationwide ranking systems for universities to see where qualifications actually sit between one uni and another and one country and another.

SPANZ v. SPC – agreed to work together to negotiate secondary principals collective. Teachers Council – registration fee going up to \$215 for three years. Some schools still pay for teacher registration fees. Discussion around SPANZ as a union and their representing Principals in contract discussions.

We need to make sure NZEI, PPTA and NZSTA meet with us as part of the negotiating process. Make contact with Neil Hammond to remind him that he said he would meet with us as part of negotiating process.

Motion

A letter to go to Teachers Council protesting at the fee increase and asking them to re-consider.

Neil/Bill

cd

Minutes of SPC meeting attached to these minutes.

Eddie Reisch

Funding for ICT PD and E Principals is diminishing. Eddie has been communicating with John W about how the E Principal group in the Coromandel will be able to continue with no funding. MoU have been drawn up between these 6 schools. Eddie will give an up date on virtual learning network.

NEN – National Education Network – broadband going out to rural schools. \$300,000m by 2017. Last 3% of schools will have satellite connection.

Learning and Engaging Layer – discussion around what works for students e.g. a VC unit for every school? This layer the most important.

Service and Applications Layer – huge investment needed

Technical Layer – cabling will last 10 years

SNUP – Schools Network Upgrade Project – taking place between now and 2017. Ministry pay 80%.

Eddie involved in Moodle, LAMS, Adobe connect (V6), VC/Audio, VLN. Discussions around VC and cost of bridge at the moment. Current system bought in 2003 so out of date. Te Papa have high level VC and would like to deliver to all schools. They are offering Squid and Pompeii at the moment. They would like to engage and that could involve up to 30 students. Possibility of using U-Tube and students using email. Difficulties and cost revolving around reaching all schools and all students.

Use of Correspondence School a possibility and centralising teachers from there to provide VC lessons. It seems like a good idea but there is some resistance from CS.

VLN – looking at timetabling and course content. Browser based provision is something being looked at so a student working from home will have access. While it is not face to face it is a good option. Creation of courses to cover face to face, blended or totally on-line is a challenge.

Collaborative employment of teachers among clusters could be a sensible way of providing courses to students.

PD needed for teachers to enable provision via VLN.

Eddie would like us to think about ideas on how we can provide learning opportunities for students via VLN and how it could best happen.

Contact via Marg McLeod to see if someone from this group could be part of this group What plan is place to provide learning opportunities and can we be part of this. Issue an invitation to come to Invercargill. When we meet next can she come along and engage in conversation about learning opportunities available for our students. We want to ensure as educators we are ready when the roll out happens and are able to use the technology to its best advantage. There seems to be little information about what is actually happening.

SNUP upgrade – uptake was poor but was only advertised briefly.

Bill – concern expressed about roll out and how many schools will end up with wireless. The companies bidding seem to be concentrating more on the urban aspect rather than rural.

We need to contact Minister Joyce again and express concern that some schools in rural areas will not be part of the broadband roll out and will receive connectivity via wireless. PD opportunities for teachers will be a major requirement. What is in place to help with this and can we be part of it.

Karen Sewell – letter – pointing out that we want to be part of a forum to establish learning and engaging opportunities for our students.

Howard Baldwin – invite him to meet with us next time. Brad Ward was helpful at our last meeting. Ask both for an update.

MOE – PAUL BOURKE - PROPERTY

Ten Year Property Plan and Five Year Agreement Changes –

Projects will need to be prioritised around:

- Health and Safety
- Infrastructure – roof areas etc
- Modern Learning Environment

\$30 per square metre funding. Isolation funding will be available for schools greater than 2. Capitalisation rate increased to \$5,000 from \$2,500. MLE assessment focussed around the classroom and teacher spaces will have to be undertaken.

MLE self review assessment tool available from downloading. Questions mainly around classroom but also around some teacher space e.g. non contact time. Schools will be allowed to go up to 300sq m over SPG if you need to increase your footprint in relation to the MLE.

Reducing compliance for projects under \$100,000 and schools will be able to carry out a larger amount of work as general maintenance. Capital project change for over \$5,000 from next year. Amalgamation of projects can be carried out to meet \$5,000 thresh hold.

Schools with a good track record will be required to provide less paperwork to the MoE. There are certain criteria to be met e.g. positive working capital balance etc. The paperwork will reduce from 6 forms to 3 forms.

Isolation index funding will be carried out over a period of time during 3 yearly reviews. Appreciation expressed over the inclusion of this index as it relates to property. This will be beneficial to area schools.

Handbook is in the process of being put on the web.

Ask Paul if we can have a copy of the presentation for our website.

Ministerial Reference Group – John Wright

Ministerial reference group met twice last year and is now finished. Comprised about four educators and the rest unions, STA etc who seemed to lack knowledge of what was actually happening in schools.

Broadband reference group – 4 meetings to link in with MED and MoE about how broadband rollout would be helpful for schools. It is to assist in giving education some voice as to what is being rolled out. Rurals schools are a priority in roll out. What should go in schools in the way of learning tools. The commitment to get broadband out continues. Discussion happened around NEN and what that could look like in two years time.

*Recommendation – following a meeting advertise the fact in the Gazette. In the notice direct readers to the website.

National Standards

Discussion around what the role of this committee is regarding national standards. There is a range of opinion out there and schools will find their own way through it. PD is being offered. Regional groups may be the best body to work through any difficulties and from there it could be directed to Executive if appropriate. Reporting to parents could raise some issues but this is something we will have to deal with as time goes on if needed. It's too early at the moment for anyone to provide quality feedback.

John W - happy to do a workshop around ELLI (Effective Lifelong Learning Inventory). Website tool where students answer questions and create their own profile and brings links to learning behaviour of the student and knowledge and skills. Handouts available but also there is good information on line.

Conference

Bags – Chris to follow up bags otherwise refer to Lesley

Keynote speakers and workshop providers – bios to Lesley by one month out.

Minister hasn't been invited. Karen Sewell to be invited for the Friday 10.30 slot – invite her to come the evening before and join us for dinner and breakfast. Failing Karen try Steve Joyce. Karen's office recommendation someone else.

ERO - Self review speaker

Workshops – 15 workshop slots.

Awards – dinner slot. Awards first and then Billy Graham after first slot.

Speaker slot for ICT changes - half and half roll out and tools. Carol Moffatt for one? Robyn to ring Carol.

Timeline – programme firmed up by end of next fortnight. Bios to Lesley

PPTA and NZEI – remind them we are to be part of pre-contract discussions. Let us know what dates we can meet with them. Welcome to attend Invercargill attendance if they wish to attend.

Audit accounts

Committee reports to Lesley by 7th April

Committee travel paid by NZASA.

AGM – self review executive, conference,

Evaluation form – conference every year?

Awards in handbook

Next year – Wellington – organised by the Executive – 26th and 27th May. Lesley to find out availability of James Cook Hotel. Gisborne 2012.

Update handbook and print.

Murray Jaspers, David McIntosh and Morag Robinson

Murray expressed appreciation to meet with Executive on a regular basis. Timing for this meeting not the best as far as David is concerned but August/September could be a better time. John W – sometimes no time seems to be correct for our issues to be considered. There's a period from May to bring forward issues for consideration regarding policy change. Morag – confirmed they have taken note around classroom release time. The letters that have been written is following due process. CRT has been linked with industrial matters. David – there have been few surplus staffing claims this year which MOE have found surprising. Discussed broadband roll out which followed on from earlier discussions. ENROL will be used in the future to automatically gather information for March and July roll returns.

Buses – tendering process last year. Bus systems are working especially well at the moment. Thresh hold of 8 students can cause a problem in rural areas and also pick up points etc when families move can change so routes can change around these factors. If a route becomes unviable there is no compensation for contractor although MoE will carry on the run for a reasonable time before it is dropped. Thresh hold for buses is now 10 years of age. Conveyance allowances are not supposed to fully pay for the cost of transport but are a contribution towards the cost.

\$25m cutbacks relating to staffing is for the Ministry itself not for school staffing. \$10M savings are for this year and more in the future. These savings were to be transferred to the “front line” e.g. to schools, GSE etc. The Ministry feel they can do this through natural attrition and people won’t be replaced within the Ministry as they leave.

Contact Resourcing Centre should be efficient and quick.

David would appreciate contact david.mcintosh@minedu.govt.nz and meeting again possibly through VC connection.

The team would appreciate an invite to conference to provide workshops as required. They could only come if they could provide a workshop.

STRATEGIC PLAN

Discussed and made changes to strategic plan. John G to email to Lesley for inclusion in AGM papers, handbook and on website. Exec membership – what does it mean – statement in handbook? Representation on NZEI Principals Council is needed now that Boyce has gone. Exec may have to approach someone about this role and it may have to be a co-option.

NEXT MEETING

At conference venue 3pm – Chris to book room at Ascot
 Wed 11th and Thurs 12th August starting at midday with lunch and 2pm finish – Portland – meetings in mornings.
 Dinner allowance \$35 per head and split the difference between us.
 23rd November - meeting at the airport. 9am-4pm. Lesley to book airport.
 Meet with Smokefree at one of these meetings.

(Note: Contact Darren Gammie Principal Leadership Forum – area schools have been left out? Lesley to make contact and fine out about it).

TO DO LIST

Lesley	Send off GSE submission	Friday
	Lesley to write to Jenny Clark and thank her for coming to exec meeting	ASAP
	Lesley to contact unions and issue an invite to conference	ASAP
	Letter to Teachers Council protesting fee increase	ASAP
	Contact Marg McLeod regarding being part of a group making decisions about use of VLN, how we can get ourselves ready to use the technology to its best advantage etc.	ASAP
	Letter to Minister Joyce expressing concern that area schools may receive connectivity only through wireless – copy letter to Karen Sewell	ASAP
	Invite Howard Baldwin to meet with us in August	ASAP
	Invite Karen Sewell to conference	ASAP
	Annual accounts audited	Friday
	Update handbook (put awards in)	30/4
	Book James Cook, Wellington 26 th and 27 th May	30/4
	Book Portland Hotel and meeting room for 11/12 Aug	ASAP
	Book Wellington Airport room for 23 rd November	ASAP
	Get in touch with Smokefree to meet with us Aug or Nov	ASAP
	Contact Darren Gammie re Principal Leadership forum and ask for area school representation	ASAP
Newsletter -	1/4	

Neil	To write to SPARC to summarise the morning meeting and to ask for a definition of "local competition"	
Bill	Contact Jenny Clark re ERO workshop Bios for workshops and speakers to Lesley Programme, workshops etc all finalised and to Lesley by Murray Jaspers and team – workshop – issue invite?	ASAP ASAP 12/4 ASAP
Chris	Bios for workshops and speakers to Lesley Check out bank for bags	ASAP ASAP
Robyn	Ring Carol Moffatt re conference	ASAP
Everyone	Committee reports for AGM material Reimbursements to Lesley	12/4 26/3
John G	Update strategic plan and copy to Lesley	12/4