

**MINUTES OF NZ AREA SCHOOLS ASSOCIATION  
WELLINGTON 13<sup>th</sup> – 14<sup>th</sup> MARCH 2013  
KINGSGATE HOTEL, WELLINGTON**

**PRESENT:** Grant Burns, John Garner, Lesley McCardle, Ringi Smith, Trent Allison, Sharon Watson, Alex MacCreadie, Jen Rodgers, John Pyle, Kelvin Woodley

**APOLOGIES:** Karyn Grey

**MINUTES** of previous meeting of 20<sup>th</sup> November 2013 as circulated and discussed are adopted as a true and correct record.

John G            Cd

**Matters Arising:**

**Novopay** – Novopay is worse than ever. Everyone around the table has major problems including money owing from 2013. Leonie Purvis will be coming to the meeting tomorrow. Executive are to write a letter to Steven Joyce and talk to Peter Hughes when he comes to the meeting tomorrow.

Craig Teddy has resigned from Exec. Craig was the BoT rep on the Executive from Central North.

**FINANCE**

Finance report tabled to 31<sup>st</sup> December tabled.

Discussion around exec meetings and the cost. Exec only meet three times a week plus the conference. It seems to be the bare minimum because of the work that Exec carries out.

The auditors have the accounts for 2013 and will complete the audit shortly.

Subs notices have been sent out. Not all CN schools paid subs last year and this will need to be monitored closely particularly around participation in sports tournament.

**COMMUNICATIONS**

Executive need to respond to emails. Communication between Exec via email is vital. Google docs is a great way of sharing and is being trialled within Exec at the moment.

**SPORTS COMMITTEE MEETING**

Reps from four regions met in Wellington with John Garner. Gavin Cates is organising this year's sports tournament. Programme is in draft format. Gavin to meet with Sport Tasman Thursday 13<sup>th</sup> March. Gavin is actually the Canterbury rep which is taking time out of Amuri AS.

It has been decided there will be no futsal but instead Soccer 8 aside on full size pitch.

Information from regional co-ordinators will go out to regions very shortly.

\$50 entry fee (GST inclusive)

Juanita is putting in funding applications for venue and St Johns.

Motion

That funding be applied via Pub Charity, Mainland Trust and Canterbury Community trust or other funding organisation for venue hire and St Johns at the sports tournament.

John G/ John P            cd

**Netball** – our girls weren't invited to the trans Pacific tour in Australia. Trials were held in January which involved 21 girls. Grace has been in charge with John G. The tournament is via invitation only. Kate Anderson is going to write a letter to all trialists informing them of what has happened. If anyone wishes more information this will come via Executive. Grace will be asked to account for the funds input by the sport funding held by Executive. Girls attending the trials in January cost approximately \$500 per head.

At National tournament the sports committee are going to try to organise a netball game in the secondary schools tournaments.

The request has been for the sports committee to meet annually. This will need to be provided for via the sports budget.

Any recommendation for national teams taking part in national tournament to go through sports committee in the first place and if deemed viable to be taken to Executive.

There is the possibility of rugby shirts being provided by NZ Barbarians for the NZAS Rugby team.

2015 – Palmerston North – Taihape AS Lead School.

2016 – Dunedin – Kate Anderson Lawrence AS

## **CONFERENCE 2014**

**Powhiri – Alex** – Alex sending waiata.

**Opening Speaker** – Minister and Secretary can't open conference but will be attending at other sessions in conference. Chris Hipkins to be invited to conference – Labour spokesman for Education. Jen to invite Chris today.

For sector meetings we'll need exec members. Kelvin (Principals), Trent (Boards), Lesley (Admin), Penny (Senior Teachers). Trent to talk to Penny about facilitating senior teachers. Facilitators of each group to come up with agenda and facilitate discussion. Feedback to be given to Executive via facilitators.

Boatshed dinner – the dinner venue is booked for Wednesday night. Delegates to pay their own dinner. Sharon to book bus – possibly two trips. Numbers will be confirmed closer to the time.

If Minister doesn't attend run best practice workshops again as a second session as repeat.

Sharon to organise wines and bags.

Workshops – bio and photos needed for all workshops and keynotes.

Sharon – entertainment director. Email to delegates.

Registration form – okay to go out with current fee inclusive of GST. Conference delegate fee to be reviewed prior to conference 2015.

Each Exec member is responsible for gathering bio, photo and workshop information asap to send through to Lesley for inclusion in the workshop document.

Next steps: draft conference outline, draft workshops and registration form out to delegates asap.

## **PETER HUGHES - BRIEFING DISCUSSION**

Discussion – Educational Success working party (John G) and in particular the role of executive principals and teachers. Concern if a Principal is out of school for a couple of days per week and the extra work load that will put on senior staff left behind. Cluster set up was discussed at length – Principals would prefer to work among AS principals but teachers may be better clustered by subject. Discussed SM systems and a fit for area schools.

Peter Hughes – meeting with Peter tomorrow. Discussion about being prepared for meeting with him around area school issues and in particular the executive principal idea.

Isolation for PD etc remains an issue. Further discussion with Peter around this tomorrow.

There's a three year roll out for these positions – it would be desirable to have at least one AS cluster formed in the first year.

Clarification around expenditure needs to be clarified e.g. costs for rural school Executive Principal working in a rural cluster entirely different to an urban situation.

### **RERG (Rural Education Reference Group – Ringi)**

Te Kura has protested about being included in the RERG group although wish to remain in the RERG executive. The group discussed wording around RERG priorities and what sectors are part of this group. There doesn't appear to any particular focus for the group right now as there is little Ministry input. Ringi reported the meeting was a disappointment and questioned our continuing part in their discussions.

### **STAR/Gateway Review**

Feedback by 21<sup>st</sup> March.

Credit requirements from 10 to 20 is a major change for gateway placements. John G has a draft document which was discussed. Grant to pen some pointers on the proposed changes by 21<sup>st</sup> March.

### **Red Tape Clutter Buster Project**

Megan Reid and Mireille Consalvey – MoE

- The idea around this project is to find out in various sectors what works well and what doesn't.
- Bulletin – good idea
- RTLB applications not being rolled over from prior years meaning paperwork has to be completed again at BoY
- PLD allocations – contracts are confirmed but no PLD provision until usually towards end Term 1 and often contracts are not confirmed until well into following year
- Data sharing over MoE needs to be improved
- Roll returns – why when the information is on ENROL
- ENROL – you can't add adult students because "they are too old". Schools providing for adult students have a problem around adding adult students.
- Communications with the MoE is being reviewed

- Level of teacher aide support re IRF applications is very variable mainly due to pay scale
- Funding for students – confirmation too late
- Surveying sector via email listings
- When someone is absent the person picking up the work can only be paid for maximum 3 Higher Duties Allowance which comes out of Op Grant

If something comes through to school which is deemed clutter it can be emailed through to Megan or Mireille.

### **Novopay – Leonie Purvis (Project Manager Service Delivery)**

Paper – attached to these minutes.

Resourcing email – dedicated team to help resource pay issues. Apparently by emailing resourcing direct the emails are supposed to be sent on to a dedicated team. This is not working to any satisfaction. Robust discussion – no easy solution in the forecast.

Jen has completed draft letter to Minister Joyce which was discussed and finalised.

### **STRATEGIC PLAN**

Review of strategic plan.

Discussed the collection of data using the MoE website. This is complicated by the wide range of variables amongst our Area Schools e.g. decile, roll, etc

Awards – send the paper out again and ask for nominations for this year’s conference.

Sports – The sports committee have met and are working on more opportunities for our students.

Consultation with the MoE – continues in many formats with the MoE covering expenses

Feedback from this group to regions via a summary report as opposed to formal minutes

John G to update the SP for inclusion in conference packs and updating on the website.

### **Charter Review**

John has received a letter around the charter review process. A working party is to be set up.

NZASA have been asked if they would like to be part of this working party. Alex is able to attend

on behalf of Area Schools. Alex has asked Executive to copy our own school charter documents to him so he is able to look at a variety of Area School charters in preparation for the May meeting.

### **Succession Planning**

There was a big change to Exec last year. John G has stayed on in the role of President in the meantime despite the fact he is no longer Principal at Collingwood. Sharon as bot rep for TOSI will be standing down after conference. As sector group meetings come up each member of this group to help by attending different meetings to spread the load until we can resolve the issue of a new President.

### **Peter Hughes (Secretary for Education) and Suzie Stowger**

Clustering of schools – the idea around this is to allow schools to collaborate more with a focus on achievement. The current model of self-management would remain in place but a middle layer added (the clustering) to create the collaboration model. Collaboration at school level is a better model than competition at school level. The budget set aside has been based on a model of the lead principal perhaps needing two days a week but in fact the cluster can choose how to manage the funding in whatever way best suits the cluster. The position of the lead Principal is more of a systems manager and has no authority over any other Principal in the cluster. How the lead

Principal is chosen is still up for debate. Implementation for this is beginning of next year. The model will be developed over time to ensure it works for everyone and the focus remains on achievement. Graeme Stoop is involved in the process and is willing to talk to groups to gather thoughts on implementation. Area School needs can be met by forwarding comments through via the working party (John G).

The issue of Novopay was raised with Peter. Errors continue and go back to over 12 months including money owing to schools, banked staffing reports which no-one can rely on, continued mistakes. Peter can only assure us that steps are in place to improve the system and he is fully aware of the frustrations that continue with schools. A new service model is being developed.

Special needs students being place in area schools with teacher aide hours doesn't resolve the problems around students who are in many cases a danger. Families will leave a school to avoid having their children having to be in a school with such student.

Each region to put together clustering ideas from our regions and send this through to John G by 8<sup>th</sup> April to take to the IES working party.

August meeting: 27<sup>th</sup> and 28<sup>th</sup> Wed and Thursday

**Flights (Lesley to book)**

Trent

Jen – night before

Ringi

Grant

Lesley

Kelvin – Nelson – no bag

John P – Dunedin/Queenstown