



*That the minutes of Executive meetings will record that a discussion about [the issue] has occurred and if there is concern raised, the President approach the person[s] concerned to seek further clarification.*

[Moved Lynette Parish, Seconded Joyce Whyman]

[Unanimous]

### **TREASURERS REPORT:**

The report for Term I, 2005 was tabled. The treasurer explained that the two term deposits are earning reasonable interest rates each three months.

The Treasurer proposed NO increase in the membership fee of \$100 per annum.

The Treasurer proposes to open a separate account for the \$12,000 Scholarship, that allows interest accumulation, but no penalty for withdrawals made.

The Treasurer asked that her report be accepted.

[Moved Annette Taylor, Seconded Joyce Whyman]

[Unanimous]

The Treasurer took this opportunity to ask that the Executive consider raising the seeding money that is given to bi-ennial conference organisers. The reason for this request was that West Coast, Nelson, Marlborough is a small region compared to others and they only have \$500 in the bank at present. There are 30 members [from all of the schools in this region] and the members of the 2007 bi-ennial conference committee are asking that NASDAP consider raising the seeding money from \$5000 to a figure they deem adequate.

Discussion ensued and a motion was put on the table :

*That the seeding money from NASDAP Executive remains at \$5000.00, but that Executive has the authority to raise that up to a maximum of \$10,000 on provision of evidence of need from the conference committee.*

[Moved Sheryll Ofner, Seconded Roy Fletcher]

[Unanimous]

### **CORRESPONDENCE INWARDS:**

A letter has been received from Professor John O'Neill to accept the offer of being the Academic Advisor to the Scholarship Committee when deciding on the recipient.

A free 2006 NASDAP diary will be distributed later in the year. Annette circulated the front cover and first 3-4 pages that had been included in the 2005 diary for perusal. Annette to liaise directly with the firm in Christchurch, once the content has been decided.

A request from SPANZ was received, for NASDAP to advertise Associate Membership to SPANZ for \$55 + GST per annum. [The normal fee is \$225.00 + GST per annum.] There are currently seven AP's or DP's in New Zealand who are Associate Members of SPANZ. Discussion ensued and Annette was to go back to SPANZ and ask for clarification on:

1. Why the request has been made?
2. What benefits will Associate Membership provide?

Annette is to report back at the Term II Executive Meeting.

## **CORRESPONDENCE**

**OUT:**

Nil

## **GENERAL BUSINESS:**

### ***NASDAP Scholarship***

This will be advertised in the 21 March 2005 Education Gazette as well as in April and May editions.

Decisions about the two Executive members who will sit on the Scholarship Committee will be made after applications have been received and acknowledged. [Normally it would be the President and one other Executive Member.]

### ***2005 NASDAP Bi-ennial Conference***

There is a hold up with the electronic registrations. However, if this cannot be rectified soon, Tourism Rotorua will send out the registrations via the mail.

Key note speakers secured are:

- John Smyth [ University of Texas , Educational Leadership]
- Jo Blasé [ University of Georgia , Education Administration/Leadership]
- Anna van Hoof [Department of Education, Queensland speaking on New Basics]
- Nicola Meek and a Guardian of Secondary Futures Strategy
- Nigel Latta [Forensic Psychologist, Dunedin ]
- Rt Hon. David Benson-Pope [Associate Minister of Education]
- Range of workshop presenters, including Auckland University and ASTLE.

The committee is currently working through the issue of consistency for payments made to presenters, in terms of transport, accommodation and fees paid.

The conference needs 400 delegates at \$400 per head [not including accommodation] to “break-even.”

### ***Next NASDAP Executive Meeting***

As per usual practice, the next Executive meeting will be held the day before the bi-ennial conference. Therefore, it will be **TUESDAY 14 JUNE 2005 at 2 pm at LAKESIDE NOVOTEL**. One night’s accommodation [ 14 June 2005 ] will be covered by Executive funds.

Executive members are encouraged to contact the Lakeside Novotel [07 347 5991] to secure accommodation for this night.

Lynette and Ali stressed that other accommodation is plentiful; however, the conference is being held at the Lakeside Novotel and if you want to stay at the conference venue, please do this as soon as possible.

### ***Term I Newsletter Items***

The deadline for the Term I Newsletter is **midnight 23 March 2005** . This will make the delivery around 1 April 2005 . What the newsletter will contain:

1. The invoice for 2005 membership
2. The registration form for our database

Items for inclusion are:

1. Sheryll Ofner NZQA APDP Advisory Group/Scholarship
2. Roy Fletcher SPAC Report
3. Lynette Parish 2005 bi-ennial conference
4. Regional Reports From everyone

### ***Guest Speaker, Ian Munro***

***(Senior Adviser, Student Management Systems, Ministry of Education)***

Ian spoke to the Executive and his presentation was entitled *Student Management Systems Project*.

- The project was initiated in 2001.
- The proposal, signed off by the Minister, was to implement a standards-based assessment accreditation framework.
- At the end of round one (Dec 03) of the accreditation process, there was only one accredited provider, **Integris**.
- Leading up to the second round of accreditation five vendors withdrew from the market.
- An incentive funding pilot was set up for schools whose vendors had not applied for accreditation.
- All vendors currently in the market are working very hard to improve their business practices and software development methodology.
- Pupil Files 5 from Musac has not been put forward for accreditation.
- The testing process for roll returns and audit approval was interactive – meaning the vendor gets feedback and time to fix any problems.
- To be accredited, vendors must pass all categories. (Five business and eight software).
- The assessment of the second round of accreditation is well advanced and it is expected that a results summary will be available in a letter to principals on **2 May** and a results brochure will be enclosed with the **9 May** Education Gazette.
- It is predicted that four–six vendors should pass accreditation.
- The smaller size of some vendors’ business operation does not preclude a successful outcome to the accreditation process.
- The Ministry of Education has stated that they would like to have all secondary schools in New Zealand on an accredited system by July 2006.

- It is likely (but not guaranteed) that another round of incentive funding will be announced.
- Student Management Systems is currently considering a web-hosted solution targeted initially at small schools, later possibly for larger schools. It is likely that accredited vendors will be invited to respond to a *request for proposal*.
- Student Management Systems is also supporting the change management to minimise the effect on schools if they are required to change/adopt new systems.
- Student Management Systems is also working on a number of other activities including *interoperability (data exchange)*, *early notification*, and best practice for *attendance and assessment* procedures

### ***NCEA***

The following is to be presented to NZQA APDP Advisory Group by Sheryll and Roy on 17 March 2005 ;

1. External Results Reporting – thank you for the early notification to schools of the external examination results.
2. Management of External Examinations – getting the papers to schools was done well.
3. Resourcing – this issue needs to be conveyed to NZQA. More resourcing is necessary to support highly motivated teachers to deliver high quality assessment of standards.
4. Variability – concerns from year to year, subject by subject. What are you doing about it? There needs to be “accurate” information given to the public about variability. Schools should not be the people fronting into the public over concerns about variability.
5. Feedback on the external examinations – This happened far too early and it should be undertaken in a longer time frame. The due date should not be until the end of February at the earliest.

**MEETING CLOSED at 3.00 pm**

**Next Meeting 14 June 2005 at 2.00 pm at Lakeside Novotel, Rotorua**