

# **MINUTES OF THE NASDAP EXECUTIVE MEETING**

**Term II Meeting – 14 June 2005 , 2.00pm**

**Lakeside Novotel, Rotorua**

**PRESENT:** Phil Carmine, Roy Fletcher , Geoff O'Halloran, Lesley Jamieson , Sheryl Ofner , Ali Painter, Penny Prestige, Julia Scott , Lynlee Smith , Annette Taylor , Joyce Whyman

**APOLOGIES:** Phil Keenan

## **MINUTES OF PREVIOUS MEETING:**

Motion: That the minutes of the previous meeting be accepted as read.

Moved: Annette                      Seconded: Julia                      Carried

## **MATTERS ARISING:**

- Diaries – usefulness of the diary in terms of the layout discussed. Provided free, postage cost of NASDAP. Missing key dates at this time. Annette to follow up with Academy - publishing of relevant dates, front cover design, and insertion of middle pages with information for DP/APs.
- Scholarship applications close tomorrow. Allan has sent out e-mail to all schools to remind them to get applications in. Selection Committee membership covered in General Business

## **TREASURER'S REPORT:**

- Report, as at 14 June, tabled. (Copy attached)
- Term deposits still earning good interest. Total funds are \$57,000

- Still approximately 150 schools to pay their invoices. Reminder in Term 2 Newsletter will be sent and if no payment is received then no further newsletters for 2005.
- Lot of feedback about AP/DP not knowing that the conference was on. Are in the process of updating our own database. Will hopefully remedy problem for the future.
- Nelson committee thankful for the \$10,000 seeding money for 2007 conference. Happy to supply reports as they progress with their organisation.

Motion: That the treasurer's report be accepted

Moved: Annette                      Seconded: Ali                      Carried

### **CORRESPONDENCE INWARDS:**

- Leaders Forum – Minutes of the last meeting. There will be a general media release before the end of Term 2
- Statement of intent from ERO
- NZQA – Catherine Gibson – re: scholarship and the review of scholarship. Arising out of that letter some discussion about Jill Ussher – roadshow. From next term onwards significant teacher development around NCEA. Looks like there will be money available to schools to develop own particular needs around NCEA. Two half-days release for all teachers in all schools in 2005.
- Request from Nelson group for seeding funding for the 2007 conference which is scheduled for 22-24 August. Launching this week.
- SPANZ Associate membership for DP's/AP's and SMs. After some discussion it was decided that Executive would not promote this membership as we could see nothing to

be gained through it - would get SPANZ publications, president's comments, one member per region to conference, newsletters, but no voting rights.

## **CORRESPONDENCE OUTWARDS:**

- Letter to Sheryl congratulating her on her new position as Associate Principal at Howick College .

## **GENERAL BUSINESS:**

Welcome

Geoff O'Halloran, who takes over from Jenny Thomas for the Wellington Region and Lynlee Smith seconded as 12<sup>th</sup> member and secretary of Executive.

## **2005 Biennial Conference Details for Next Four Days**

Lynette gave an update on the progress towards the 2005 conference set to begin the following day.

- David Benson-Pope not attending. "Manzana, distributors of Smart boards, will run a quiz show using Interactive Response Systems in Thursday afternoon slot instead. Considerable prizes to be won.
- Have all running sheets for finances and will pass those on to Nelson. Policy on profits – working with Tourism Rotorua underwriting the conference.
- Series of issues related to not being on the main route and may be worth trying to sort out some of those issues. Charter flights a possibility
- Written report to the Ministry.
- Central Nth Island will create a booklet to pass on to future organising committees.

- Possibility of piggy backing speakers onto to other events to allow keeping costs to a reasonable level. Pro-active about working together. Timing problems.
- Would be quite good to have some kind of policy to ensure that if there were problems then there was some means of dealing with it through NASDAP. To allow some support from/for the association.
- Liability/ fraud issues. What is NASDAP's liability and what is the regional association's liability? Annette to investigate issues of liability before the next meeting.
- Percentage of profit back into the scholarship fund to keep building it up – give back the seeding money and a percentage.

Motion: That a condition of receiving seeding money for a conference is the submission of comprehensive financial records (running sheet).

Moved: Lynette

Seconded Julia

Carried

Annette wished the organising committee all the best for the next three days and thanked them for the organisation that they had already done.

### **NASDAP Scholarship Selection Panel**

- John O'Neill Head of Graduate School of Education Massey University College of Education has accepted the invitation to stand on this committee.
- Nominations for two others on the selection panel were conducted.

Motion: That the 2006 selection panel consist of Julia Scott , Lynlee Smith and John O'Neil.

Moved: Annette  
Carried

Seconded: Sheryl

## **Newsletter**

- Deadline Friday 24 June ( midnight ) Will be in schools before Friday 8 July
- Annette – AGM report
- Regional copy
- Julia – Principal’s Conference in USA .
- Items coming out of this conference - Each executive member to write a report on a workshop attended. E-mail to Allan.
- Lynette – official conference photographer
- Publish deadline for the next newsletter too.
- Might be time to look at the layout of the publication again – size, print, modernising. Front cover glossy maybe, money spent on handing to a graphic designer to upmarket presentation, headings, paper colour, white inside a coloured cover, electronic newsletter, issues associated with cost? Annette to discuss possibilities with Allan. To be discussed further at next meeting.
- AGM Wednesday afternoon.

## **Other**

- Some discussion about how regions meet during the course of the year. How do other groups meet? Discussed various scenarios from different regions. Meet at a winery, 11.00am, speaker 1 hour, meal, can get back to school in afternoon if need to. Mid morning – complimentary lunch at a nice restaurant. Generally meet

once a term, meetings sparsely attended, run on a shoestring.

- Having a database of who has spoken where and suitability could be valuable for other regions. Annette to coordinate.
- E-mail database for Executive members needs updating. Annette to action.
- Web-site needs updating.
- Notion of supervision for AP/DPs – collective contract. Number of models – exploring because one of the issues that arose out of the Hanmer Conference last year. Canterbury exploring this issue at the moment. Exec looks forward to getting further feedback.
- Coaching models (Julia)
- 2007 Conference to be held in Nelson. 2009 Conference to be held in the Hawkes Bay