

**Minutes of NASDAP Executive Meeting**  
**Friday 23 May, 2008**  
**Wellington Airport Conference Centre**

*Present*

Annette Taylor, Phil Keenan, Phil Carmine, Joyce Whyman, Gerri Shorter, Lynette Parish, Betty Wakelin, Penny Prestidge, Geoff O'Halloran, Sarah Stenson.

*Apologies*

Roy Fletcher

Annette welcomed Sarah Stenson from Epsom Girls Grammar who is replacing Sheryll Ofner as the second Auckland (south of Mahurangi to Counties/Manakau) representative on NASDAP.

*Minutes of Last Meeting*

Were taken and as read and approved.

Moved: Annette Taylor

Seconded: Joyce Whyman

*Matters arising.*

**Scholarship for 2008**

As from 2009, NASDAP Executive members are eligible to apply. We need to decide which members of Executive will sit on the selection committee.

Nominations for selection committee were called for. Annette Taylor and Phil Keenan expressed interest and their section was accepted by acclimation. Annette will contact Professor John O'Neill [Massey University] to determine his availability.

The closing date for applications has been changed to 31 July to line up with other study awards and/or scholarships. Executive members are to advertise the scholarship in their regions.

Previous scholarship reports were discussed and there was a variety of views on the material contained in the reports. Are the presentations to DAPA of the report more useful and better received? Is the length of time available a constraint? Do we need to revisit the criteria?

In the application form, bullet point number 2 - should it state that the relevance is beyond just the individual and their institution - a practical application? A comparison with Royal Society criteria might be helpful. Is the 30 days after the conclusion of the award too short a time frame for the written report to be received by NASDAP? The study should be about the role of the DP or AP not necessarily the wider education field.

It was agreed that Annette would put together a package of information from other scholarship awards, so that we can further refine the criteria for 2010 and beyond.

### **The 2008 AGM**

The AGM for 2008 will be in Taupo on Thursday 19 June, 2008 at 12.30pm at the CNIDAPA Conference at Waiarakei.

### **Contact details of Executive**

Executive contact details were updated.

### **Other matters**

1. The need for all schools to have a timetable under the STC was discussed and also the PPTA Timetable Policy Advisors role.
2. DP and AP views across any industrial issues are to be encouraged and to be given to your local representative to go to SPAC.
3. Frances Salt is coming to speak to us today as a replacement for Dr Graham Stoop from ERO.

Suggestions for other NASDAP Meetings included:

- Graeme Marshall from the MOE on Schools Plus.
- Ka Hikatea - Maori Achievement Initiative
- Paul Rishworth - Professor of Law at Auckland University on the Bills of Rights and other legal issues

Annette will write letters to these people, to determine their availability.

### **Reimbursements**

These are to be completed for today's meeting and use of the Air New Zealand Travel Card encouraged.

### **Treasurer's Report**

This was tabled by Annette. A list of outstanding subscriptions will be sent to regional representatives. There are currently \$14 850 in subscriptions outstanding and reminders are to go out with the Term 2 Newsletter.

There are some problems with schools not managing to make payments even though there are several methods of payment. Annette is working on this problem.

Annette tabled requests for seeding funding for regional conferences:

- \$1000 is to be given to the Taranaki DAPA for their boutique conference to be held in New Plymouth in August 2008.
- \$5000 is to go to Hawkes' Bay DAPA as seeding funding for the bi-ennial national conference next year.

Annette moved that the Treasurers Report be accepted.

Moved: Annette Taylor

Seconded: Geoff O'Halloran

### **Correspondence Inwards**

Achieve - An update from the Minister of Education for Teachers, Summer Issue 8

Letter from Patrick Walsh declining availability for 8 August meeting

Letter from Linda Miller co-convenor of Southland Deputy and Assistant Principals' Association

Letter of resignation from Joyce Whyman

### **Correspondence Outwards**

Letter of thanks to Sheryl Ofner

Letter of thanks to Rt Hon Anne Tolley

Response to Linda Miller

### **General Business**

#### **Otago and Southland Representative on NASDAP**

Joyce Whyman has tabled her resignation after eight years of service to NASDAP. The Executive wishes her the very best for her retirement. There will be an election to replace her and the Otago and Southland DAPA organisations will have to coordinate with each other to discuss the election process.

Only DPs and APs in schools who have paid their fees and completed the 'green' registration form will be eligible to vote in any election for a NASDAP Executive member. If there needs to be a vote (as there is more than one candidate standing in a region) then Annette will coordinate this. This is in our constitutional rules.

At present under our constitution all positions on Executive are up for re-election at the end of each "even" year. Should NASDAP consider a change to the constitution so that not all positions come up for re-election every 2 years and instead half the positions come up for re-election one year and the other half the following year?

#### *Motion*

That from 2009 half of the ten regional representatives that make up the NASDAP Executive hold elections and the other half hold elections the following year. Oddly numbered regions will have elections in oddly numbered years and even numbers in even years.

Moved: Phil Keenan                      Seconded: Phil Carmine

Carried unanimously

#### **Website**

Do we need a Blog on our website? Discussion of things that are particularly relevant to DPs and APs would be relevant. The question of whether DPs and APs would have the time was raised.

#### **Logo**

NASDAP logo is on newsletter and website. What should regions use for conferences etc? Questions of continuity, one design passed on etc. Phil Carmine suggested we settle on the design and leave the colour so it doesn't constrain pamphlets etc. The present design is unobtrusive and accepted.

#### *Motion*

The NASDAP fern as displayed on the letterhead should be used on all promotional material for bi-ennial national conferences.

Moved: Phil Carmine                      Seconded: Gerri Shorter

Carried unanimously

#### **Payroll Service**

Phil Carmine tabled the minutes of a meeting in Hawkes' Bay with schools, Payserve and the MOE about the poor service provided by the payroll

service. The payroll people do not seem to be aware of the size of the problem.

Payserve and Datacom are both involved in this meeting. Their first meeting in 2007 did not have any obvious benefit. Phil tabled the minutes of a second meeting held in Hawkes' Bay to ensure they did listen to the issues. Phil's feeling after the meetings is that he has some sympathy for Datacom and that the MOE needs to take more responsibility. Problems continue in the Bay despite these meetings. MOE representatives at the meetings said they were unaware of the size of the problem. One school in Auckland has put in formal complaint to the MOE about their problems with the payroll service.

Geoff [who is NASDAP's representative on the Payroll Group] will talk to Kevin Wilson (Reference Group Chairperson) about the problem and suggest he visits Hawkes' Bay to see size of problem. Joyce has had three payroll officers within a very short period. The problems include lack of action after e-mails sent (get a receipt of message but it never happens - who accepted it, who is going to action etc), changes in payroll officer, ignorance of payroll officer, lack of clarity of who the complaints should go to, having to repeat something when they (the payroll people) make the mistake (wrong data entry), lack of deadline clarity, lack of understanding by payroll officers (English and specifics). Executive are to encourage members to make formal complaints.

### **Letter from Southland area re PPTA and Leadership Training**

#### *PPTA*

This letter expressed concern about issues regarding PPTA and a lack of support for DPs and APs. It appears that PPTA do not fully appreciate the difficulties DPs and APs face within their schools. This is not a problem that is exclusively Southland's as it is shared across the country.

Roy [via Annette] suggested that NASDAP consider becoming agents for DPs and APs? This didn't meet with much approval from Executive. Geoff has contacted John Douglas who is the local SPAC member to be at any further meeting in Southland.

Penny suggested that NASDAP write to PPTA about the issues pointing out the changes to the contract have benefited DP/APs in some respects but not in conditions and that some aspects of the STC have increased

DP/AP workload as we often have to sort out the difficulties and take up the slack.

Geoff suggested we get Kate Gainsford to talk at our next meeting. Geoff, Penny and Phil Keenan will again raise these issues at the next SPAC meeting in two weeks time.

### *Leadership Training*

There is a wealth of leadership training available for DPs and APs. Many DPs and APs attend conferences during the term and we as DPs and APs should take advantage of this. There is a need for further training after the first time DP/AP courses. Where should this come from?

Annette is to respond to Linda's letter, sending a copy to John Douglas.

### **Senior Management Allowances - from July 2008**

Who is going to manage the Senior Management Allowances in schools? Please see the Ministry of Education Industrial Relations Circular 1007/21 for details. The allocation of this allowance is meant to happen by 1 July (and cannot be backdated) so the conversations need to happen within each school as soon as possible.

### **Number of Senior Managers in Schools eligible to vote in NASDAP regional elections**

In the February meeting, the issue of who is eligible to vote arose. The constitution states that:

#### *At Present:*

Schools with rolls of	0 - 499 are eligible for 2 votes
Schools with rolls of	500 - 1499 are eligible for 4 votes
Schools with rolls of	More than 1500 - are eligible for 6 votes

#### *It was suggested:*

Schools with rolls of	0 - 500 are eligible for 2 votes
Schools with rolls of	501 - 1000 are eligible for 3 votes
Schools with rolls of	1001 - 1400 are eligible for 4 votes
Schools with rolls of	1401 - 2000 are eligible for 5 votes
Schools with rolls of	More than 2001 are eligible for 6 votes

#### *Motion*

Should an election for a NASDAP representative arise in any region then the number of people entitled to vote in any school is related to the roll

on the 1 March Return for that year according to the table above and each and every voter must be a Senior Manager registered as a member of NASDAP.

Moved: Penny Prestidge    Seconded: Annette Taylor  
Carried unanimously

### **New Curriculum**

Phil Keenan asked where people were up to in the process. Comments from reps included:

Department meetings have started, implementation program settled, workshops have started, some use of clusters both with other secondary schools and another with all schools to get continuity as students move from primary to secondary,

Curriculum days for all staff and departments, full staff PD day, clusters of schools, meeting with ITOs to coordinate relevant standards, school wide meeting for the front half of book and next year departments, cluster group with other like schools, look at present practice and identify what is already being done and build on that rather than re start.

Penny went to a national "think tank" [at the invitation of the Ministry of Education after they contacted Annette to ask for a NASDAP representative] with the intention of developing a document to support the development of the new curriculum. All participants had to bring a presentation about an aspect from the new curriculum and this made the disparity between schools perceptions and MOE perceptions very apparent. The MOE have also gazetted a timeline but have acknowledged that it will take five -10 years for full implementation.

Margaret Bendall was suggested as an excellent presenter. Some areas do have advisors but it is unclear how far they can and will go. The new curriculum appears to be very primary driven and maybe secondary schools will be "dumped on" depending on what comes out after some years of the primary students experience in the new curriculum.

### **Regional Reports**

#### *Auckland*

Rose Hipkins spoke about the new curriculum, good value in terms of theory. Coming up on 6 June, Patrick Walsh and someone from Netsafe.

### *Hawkes Bay*

Second meeting with Datacom staff regarding ongoing payroll problems; the local National party MP will come and address Term two meeting, National Conference planning continues and offers to run workshops are starting to come in.

### *Taranaki*

Term one they had a general discussion of issues in schools. Next meeting is on 5 June with a speaker from STA on the difference between governance and management, and also a speaker on Ka Hikitia. They will also discuss the implementation of the new curriculum, the difference between governance and management, issues surrounding DP and AP appraisal and timetabling. They are having monthly meetings about their upcoming boutique conference.

### *Wellington*

Term one's meeting was on the BES Synthesis, presented by Adrienne Alton-Lee.

### *Top of the South*

Because of geographical issues, it does prove difficult to get the schools represented in this area together. Annette keeps the DPs and APs within this region up-to-date via email. Annette will liaise with the convenor of the South, to plan a meeting for Term three.

### *Canterbury*

Had an end of term one forum where 20 people from 12 schools were able to attend. On Friday 30 May, they are having a meeting with Canterbury Support Services on the PD supply for Canterbury. Derek Wenmouth is also to talk on digital immigrants versus digital natives.

### *Southland and Otago*

Is having a mini conference in term three.

### **Newsletter deadline for term 2**

The deadline has been set at 30 May 2008. Copy is to be sent to Derek in RTF and delivery to schools will be 20 June 2008.

### **Alternative Education**

Joyce asked if anyone had information on models of operation. The review of Alternative Education - does anyone know anything about it?

Contracts for alternative educators finish at the end of 2008. Figure of \$11 000 per student per year was set years ago and still stands - totally unsatisfactory.

Country areas in particular have a bigger problem because of travel to a common site. There are a variety of models of alternative education across the country. It was suggested that Joyce ring Jim Matheson in MOE Head Office for details and suggestions. It was suggested that sometimes you need to look outside the square and get money from trusts etc for vans and so on. The key is getting the right people running it and finding them is difficult.

[Note to Minutes - Geoff O'Halloran spoke to Jim Matheson [Ministry of Education] on Monday 26 May 2008 about the Alternative Education Review and what has happened to date. Apparently it is on hold as it will form part of the Schools Plus initiative. Watch this space.]

**Next Meeting** is Friday 8 August 2008

Meeting finished at 3.00pm

## **Guest Speakers**

Frances Salt and Jenny Clark, ERO.

Introductions all round and they were welcomed to our meeting. Frances told us she will start with a presentation and then answer questions. She talked about EROs contribution to education and how they evaluate school performance. The skills of evaluation include relating, seeking information, analysing, synthesising and reporting. ERO do have a role reporting on and to the MOE. They answer questions such as "How are the MOE policies working etc such as is the Gifted and Talented Policy working?" Area managers meet once a month with their MOE people. They go to individual schools and pool the information gleaned from all these schools in their national reports. Usually ERO decide what it is they are going to look at. From July they will look at how schools are actioning the new curriculum.

They are at present recruiting new reviewers and a number of DPs and APs have applied. They look at middle management and above as reviewers and have more secondary than primary. Recruits of ERO have successful experience as middle or senior managers, are successful classroom teachers, have in-depth theoretical and practical knowledge of pedagogy, curriculum development and student assessment, and have a wide understanding of education issues. They report on behalf of the children of NZ. Some reviewers see ERO as a possible promotion step and after ERO return to teaching. Perceptions of the quality of the ERO reviewers vary.

Question: Does the training given to ERO reviewers cover moving from one sector to another? It is good PD but doesn't replace experience in that particular sector.

Answer: Reviewers are given information months before they will be checking that factor in schools. In 2010 they will be evaluating readiness. They will ask questions such as "What are the sort of things you have done in preparation for the new curriculum?" From this ERO will give the school "next steps" not recommendations. There is always an ongoing review of how the review is done, changes in questions etc. Evaluators should be asking questions not telling schools what to do. Frances was disappointed to hear of a reviewer was telling a school what should be done as the findings of good practice are to be found in the ERO national summaries. The view was expressed by executive that there was not enough meat in the reports for schools to really use and schools are all

"re-inventing the wheel" which is really inefficient considering others have already done it. Jenny will take these points back to ERO. Anyone can e-mail Jenny copies for any publications they put out. Her e-mail is [jenny.clark@ero.govt.nz](mailto:jenny.clark@ero.govt.nz). Upcoming ERO publications will be sent to Annette who will put the details on the website. Appointments to ERO are made nationally and this is happening now. Frances will come to local DAPA meetings and talk about the training that reviewers receive. Over the years ERO's focus has changed from a main emphasis on accountability and compliance to good practice and improvement asking questions like "What is the next step?" etc. "Have we done it?" becomes "how well have we done it?" and "how much better can we do it?" ERO's evaluation must be the overlap of Depth, Breadth and Entitlement. Bullying summary from ERO showed that schools are dealing with it very well. Areas of national interest are set term by term to be flexible and meet needs.

Question: Why should ERO be so reactive to the MOE? Surely planned approaches are better.

Answer: Not a problem as we have a government body be flexible.

Question: What influence does recent research have on ERO? Quite a lot but government policy dictates our focus.

Question: Are you asking principals how are you involved in curriculum development etc?

Answer: Yes, we always have, and this forms their indicators.

Question: Does ERO monitor home schooling because students coming into a school lack not just socialisation but lack of curriculum etc.

Answer: There are 6000 home schooled students and ERO reviews 600. Private schools don't have to follow the national curriculum. Any information about bad examples of bad schooling should be sent to ERO. Government is only prepared to "buy" 600 reviews and so some will never be reviewed. ERO don't see this as high risk, though some executive members think it is. New home schooling examples get reviewed within 6 to 12 months.

Question: How much contact does ERO have with those students who have been put on correspondence and are not in school? What concerns does ERO have on alternative education in terms of funding etc?

Answer: ERO reviews the Correspondence School more regularly than any other school. The information and lessons go out but does ERO check what is being done? This is not an ideal situation but the Correspondence

School is changing to try to deal with these issues as they are responsible for this. ERO is engaged in policy discussions about alternative education etc.

Sometimes things go wrong in a review but a huge proportion work well with few problems. Where there are difficulties the school can talk to the coordinator, or the regional coordinator or Frances at any time, preferably before it gets too big to sort out. They will try to sort it out.

Frances and Jenny were thanked for their time.