

MINUTES OF THE NASDAP EXECUTIVE MEETING

HELD AT RYDGES HOTEL, CHRISTCHURCH

Tuesday 5 August 2003 , 10.30am – 3.30pm

PRESENT: Carol Craymer, Roy Fletcher, Stephen Hensman, Leslie Jamieson, Phil Keenan, Sheryll Offner, Lynlee Smith, Annette Taylor, Jenny Thomas, Allan Webb, Joyce Whyman

MINUTES OF PREVIOUS MEETING:

Motion: That the minutes of the previous meeting be accepted as a true and accurate record. Moved: Lynlee Seconded: Carol Carried

MATTERS ARISING:

- Lynlee appointed secretary. Moved: Allan, Seconded: Annette Carried
- Vote of confidence in the web page. Really working well. Thank you Allan for all your work.
- Letterhead – copies distributed by Sheryll. Group really happy with the finished product. Sheryll to send file to individual committee members.
- Secondary Teacher Remuneration - We have had no response to our submission at this stage
- Phil Smith - Useful session with him. Will look at having him to speak to the group again at the beginning of next year, as part of our meeting cycle. Also need to look at who we want to have speak to the meeting in Term 4 – Fancy, Mallard,
- Other items (survey results, residential institutions, organisation profile) to be dealt with as part of General Business

CORRESPONDENCE INWARDS:

- Letter from Trevor Mallard re: G3 situation. Taken as read.

GENERAL BUSINESS:

1. Survey Results

- All data has been entered into the computer, but is still to be processed. 430 responses. May give a lot of information about the roles of DPs and APs. Might be able to quantify what people do. At the moment all in an Excel spreadsheet and Roy will send it to each committee member. Group decision to get Massey to process the data for us. Contact Glenys Wallbutton – Massey 06 356 9099 Statistical Processing SPSS or NUDIST. Annette to liaise

- Belief within the committee that NASDAP needs to support this type of research financially, on a regular basis.
- Roy will take the first part of the survey and write something for the next newsletter. Very concerned that the management unit issue not be overlooked in the next round of pay negotiations.
- Some discussion about the findings of both the current survey and work done by Adie Graham and Lynlee in 1999, and also current articles being written.
- Report back from the SPAC meeting and John Grant's contention that principals have lost parity with their DPs and APs. Not all principals see their supplementary allowances as part of their actual salaries. Provides us with some very good material for professional articles in the near future. (role, remuneration) A lot of DPs/APs filling some very menial roles.
- Latest Principal Today article about AP and DP in Australia worth reading. Issues about Middle Management also being raised.

2. Web Site

- Finding the site very useful.
- Would also be valuable to establish a number of hyper links to various specific articles in other publications that have relevance to DP and AP positions eg. Education Today, Principal Today – with just a sentence or two explanation of what the article is about on the NASDAP site.
- Allan is having a huge job with the addresses. In spite of request to get generic addresses AP and DP are requesting that information is sent directly to them. Allan continues to work on this.
- Is putting this address book together as a Word file, so any word file can be sent to all the addresses in the list.
- How are we going to use it? - Discussion about conditions: Zap everyone when a newsletter is due to be published. Hyper link to let people know that some new research is out. Questionnaires. When we need a yes/no response from DP AP. At least once a term all in the address book will be contacted by NASDAP

3. Residential Institutions

- Report back from Stephen.
- GSE. People don't get in unless they have a history
- Schools outside the loop. We have so many students in our system who make teaching so hard, but it's incredibly difficult to actually get them into alternative courses.
- Funding for teacher aide support – not having the funding is not grounds for not having the student in the school. These are the issues we need to be speaking to people like Howard Fancy about.
- Short-term care – placements from the age of 7 to 14 - low functioning limited to 2 year stay and return to family in the holidays (Salisbury , McKenzie)
- Stephen will follow up on this – Joyce to collaborate. Do some exploring of what is available.
- What appears to have happened is that the Ministry is allocating all sorts of contestable funding. However, putting in the submissions for this funding is

taking huge time and energy. This is not good use of our time. Added to this all the milestone reports etc, which are required further eat up DP/AP time. Effectively, the Ministry is putting barriers in place, although that may not be the intention.

- Funding issues to be looked into – resourcing
- NASDAP Executive to take the role of letting other DP/AP know where to go – names, phone numbers etc, through the newsletter
- At the end of the day you have done all the work to put together the application, have been declined and yet still have the problem in your class rooms.
- Challenge mainstream philosophy for some of these difficult kids
- RTLB training – pushing the point of view of integration. We know what the problem is. Reports are not much use to us. Exposes RTLB to a lot of criticism
- Kapiti College model – RTLB .5 and they have their RTLB solely in their school and not travelling between a cluster.
- Survey the opinion of DP/AP about how the model is actually working. Joyce and Stephen to follow up

4. Newsletter

- Allan contacted Woolfe Fisher to try to ascertain names for possible article submissions. Not had a great deal of response at this stage.
- Scholarships – could post in our newsletter and on the web site. Phil to follow up and research on the internet.
- Professional development outside of New Zealand .
- Road show on methamphetamine – 2 hour – worth other schools being involved with
- Addresses that need to be filled in for Allan for newsletters distributed to members. Fill in and get back to him asap.
- Date for items for the next newsletter Wednesday 27 August.
- Each committee member to come up with an item from conference (a quick summary of some of the workshops for the newsletter)
- A section of quick tips to be included – not long and involved.

5. President's Report

- Carol spoke to the annual report she has prepared for the AGM
- Copy attached

6. Treasurer's Report

- Annette briefly spoke to the report prepared for the AGM
- Small error in the OHP figures to be amended. (amended copy attached)
- Correction to the previous minutes – only transferred \$15,000 to avoid losing the interest in the accounts. Moved: Allan Seconded: Annette

7. NCEA

- NCEA issue – DP/APs are the group that has put in the hard yards as far as implementation is concerned.
- Principal’s nominee really should be a senior manager.
- Moderation is seriously flawed in many subject areas. A grave concern.
- Billing and Financial and special assistance has been a nightmare for those involved in the processes
- Carol to write a letter raising our further concerns and will send to all committee members to ask for feedback before forwarding to NZQA

8. Raising our Profile – our strategic direction

- 2003 goals, outcomes (strategic plan) need to be formulated at the next Executive meeting in October
- Sheryl and Leslie to put together a consultation document to take to other DP and AP so that these findings can inform our direction both with NASDAP and with SPAC
- Remuneration, responsibilities and relationships are issues we wish to explore further
- Individual members to look at the constitution before the next meeting and think about where the organisation should be heading. Will be a major focus for the Term 4 meeting.
- Research on what the situation is for senior managers in other countries ie Australia . Sheryl and Leslie will research further.
- May be a need for a massive non-contact campaign before the end of the year among DP/AP. A lot of information at this table that needs to be shared with members. Will be placed as an item of general business on the agenda for the AGM. Allan will bring it up and other members of the group will add to the discussion.
- Jenny and Carol to present a template for objectives for NASDAP to the next meeting.

9. SPAC Report Back

- Five members of this group were present at the SPAC meeting held 25 June. Most felt more positively about that committee and the direction that this group was taking than they had from previous meetings. There was a definite undertaking from the PPTA Executive to see that SPAC was consulted in the future and that nomination forms would be sent out to PPTA regions in the next few weeks. However, in spite of the SPAC members’ optimism at the conclusion of that meeting, and despite PPTA undertakings, to date it appears “nothing has changed.” The message that we appear to be getting from PPTA is that they do not care about DP and AP. We do not figure in their overall plan. Unless we stir things up they are not going to listen to us. We do, however, get access to the PPTA Executive, through these meetings.
- Allan to contact PPTA on NASDAP’s behalf (signed by Carol) to find out when the elections will take place in order to advertise this in the next newsletter.
- Issue that not all DP/AP are members of PPTA
- Need to consider where NASDAP and SPAC fit together. Something to consider within our long term strategic plan

- DPs and APs are the highest ranking officers in PPTA at the moment and yet we are not being adequately consulted.
- Recommendation that we continue to work in tandem. The more NASDAP is active the more PPTA Executive is likely to listen to us.
- Suggestions we might make to PPTA in letter form:
 - NASDAP has official status on SPAC
 - 4 meetings to coincide with our meetings – the day before the NASDAP meetings – helps to create an economy.
 - PPTA really need to represent senior managers in secondary schools.
 - Fundamental difference between senior manager and middle manager is that the senior manager has to look at the big picture. Middle manager is generally an HoD looking after a specific subject area.
- Allan to do a report for the newsletter on the SPAC/PPTA position on non-contact.

10. AGM

- Minutes from Wairekei resort meeting. Carol will get Paul McWilliam to photocopy for the AGM on Thursday
- Treasurer's report on OHP. Jenny will present to the meeting in Annette's absence
- Carol's President's report was discussed briefly. (copy attached)
- Next conference in Rotorua in 2005. Will need to open up for interest for the 2007 conference. An expectation that it will be in the South Island .
- Next AGM for NASDAP Wairekei/ Taupo – give notice of our intention and an opportunity for another area to express interest if they want to.
- A lot of information at this table that needs to be shared with members. Will place non-contact staffing allocation as an item of general business on the agenda for the AGM. Allan will bring it up as a point of clarification and other members of the group may add to the discussion as needed.

11. Next Meeting

- New meeting place Term 4 to be trialled. Motion: That Annette organize appropriate venue for next meeting. Moved: Carol Seconded: Stephen Carried.
- There is so much dissatisfaction with NZQA that we need to invite someone from NZQA to the next meeting. Perhaps Karen van Royen.
- We need to have done some canvassing before that meeting of the membership
- Need to be an advisory committee to NZQA. We would like to offer our services in that area.

FURTHER GENERAL BUSINESS:

- Kevin Knight subsidy? Roy requesting the subsidy wanted confirmation of the amount agreed by NASDAP. A feeling that this was not within the agreed criteria. Need to clarify from previous minutes.

- Executive members have been asked to help with the recording of the panel discussions scheduled for Friday morning of Conference. Will be allocated a group to take notes of the session (10.15 Friday morning)
- Joyce reported back from the extra-curricular task force week one of the holidays.
- Develop a strategy for getting the remainder of schools represented in this group. At the moment have 80% membership.
- Want to be taken seriously and do not want to be seen as SPAC in a different form. Want to be a source of ideas to ministerial groups. Let's not just be seen as a reactive group looking for more money.

Meeting closed at 3.45pm

Next Meeting: Friday 17 October, 9.30am . Wellington Airport (venue to be confirmed)