

MINUTES OF THE NASDAP EXECUTIVE MEETING

Term IV Meeting - 28 October 2005 , 9.00am

Wellington Airport Conference Centre

PRESENT: Phil Carmine , Roy Fletcher , Phil Keenan, Sheryll Ofner, Geoff O'Halloran, Ali Painter , Lynette Parish , Penny Prestige, Julia Scott , Lynlee Smith , Annette Taylor , Joyce Whyman

APOLOGIES: Nil

MINUTES OF PREVIOUS MEETING:

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

Moved: Ali Painter Seconded: Phil Carmine
Carried

MATTERS ARISING:

Professional Data base - still to be looked at by Lynette Parish and Julia Scott .

ERO Office - Mike Rowlings is now Chief Review Officer. Annette is having difficulty making a time to meet. Annette will look to inviting him to speak to Executive in 2006.

Web site - There appears to still be difficulty accessing it. Now getting a bit outdated. Needs an upgrade and would possibly be in the vicinity of

\$5,000+. We might want to put it into Lead Space since we already have a site there.

However, we are aware that many do not find Lead Space very user friendly due to the password requirement. There was general agreement on the committee that we need to maintain a NASDAP site. Who is going to load information onto the site?

We are still waiting for conference papers to be loaded after Rotorua Conference. There was a decision around the table to move on and upgrade the site. Annette will contact Rosalie Goldsworthy and explore possibilities. Need to monitor the number of times the web site is accessed. Encourage people to visit the site - suggestion that we consider spot prizes of a bottle of wine to each region each term for a year to get people visiting and working with the site. Hyperlinks also need to be considered

Newsletter - Sheryl reported back on discussions with Derek Olphert (Retired Graphics Expert). The newsletter could be e-mailed as a PDF file. Executive like the hardcopy of the newsletter because it can be handed around. Some discussion ensued about the historical situation surrounding who has been receiving copies of the newsletter. Some would like to see every member receive their own copy. Need to decide the format and colour. If so where? Coloured cover? Shape and colour help to catch the eye; layout - contents - separate sections each time.

Sheryll presented two mock-up drafts to the meeting. Put out a paper copy for one year (printed black on toned paper) and then tell people that in 2007 that the newsletter will only be sent electronically. Signal that we are going to be getting it on-line. Going electronic probably does mean going with an A4 format. Major stumbling block is keeping an up-dated data base. Possibly send to admin of each school and ask that they flick them on to AP/DPs. Two columns - font is larger, uses the logo, contents page, hyper-links to contents. Annette will give the specs to Allan so he has the opportunity to have a look at this and see whether he would be interested in working with the new format. Sheryl and Annette to liaise with Derek, Allan and Lead Space.

Professional Liability in Relation to Conferences (Janet Matheson)

(See Inward Correspondence) Committee accepted this was an entirely responsible response. Rotorua Conference ended up with a shortfall. Came about for a number of reasons - blowout came in terms of IT/AV \$13,000 and internet connection of \$900. Loss is \$1,400. The AV costs took the organising committee a bit by surprise. Photocopying also became an issue as people got the hotel to photocopy instead of the sponsors. Not a huge loss over \$200,000 at all, but non-the-less a shame.

Organising committee wanted to keep the conference as affordable as possible for schools, so there was

never any thought that the region would make a profit anyway. Because it was in Rotorua, the Committee had to use three venues and therefore had to have technicians and equipment for all venues.

The Committee received seeding finance (\$5000) and took Tourism Rotorua on board who underwrote them because they were a government organisation. Professional liability - NASDAP and float seems to cover the liability issues. Lynette mentioned that it was incredibly difficult not to have any guidelines from the national organisation. It would be very helpful for future conferences to have information to act as a guideline.

There was some discussion that Executive could look at insurance to cover losses. Large centres can make a profit where small regions cannot - seems very unfortunate. What it is likely to mean is that small centres will not look at running conferences. It is essential to get a guideline book (based on the experiences of those who have already run conferences) into place. Would like to nut out some sort of policy in terms of costs involved for remuneration for speakers. Good body of expertise from on the committee already. Conference Organiser should be doing the donkey work. A book might point others in the direction of the questions that need to be asked, won't do everything for the organising committee it will just help the professionalism of the organisation. If we want smaller regions to take up the

The issue of small areas sending representatives to overseas conferences rather than to the NZ NASDAP Conference was raised. Principals not letting both AP/DP go to one conference, because of staffing issues at home school. Need to not minimize the networking that happens at a national conference. How long is the big centre versus small centre going to be sustainable? Go other places for a lot fewer dollars. Against teachers grains to go for sponsorship - seeking sponsorship was a major issue - who do you go to? Same people being hit a lot. Quality teaching partnership - \$4000 an interesting amount - about \$4 per AP/DP. This seems inadequate. Annette to write a letter to the Minister of Education, Rt. Hon Steve Maharey to request this amount be raised.

We should not completely ignore the idea of linking up with Australian colleagues for a conference for AP/DPs in the future.

This issue to be taken back to regions to be discussed at the next meeting.

TREASURER'S REPORT:

Tabled

Total funds \$33,337.00

To date 28 schools have not paid membership fees - so they will not receive newsletters for the next two terms. There are approximately 398 schools eligible to be members of NASDAP.

Articles and items of interest – conferences that you have been to – photos, anything exciting,

Payment for contributors – e.g. John Hattie? Can we pay or not – articles are submitted on a voluntary basis. We do not pay for them – sets a precedent. Will look at this issue as we work on updating the newsletter and may reconsider our position then.

Assistant and Deputy Principals' and the '5th Non-contact'

Some discussion about the issues surrounding minimum non-contact and maximum contact time:

Staff have 5 non-contacts, but can still end up losing a non-contact for relief, because it is worked out on a per-term basis, not a per week basis. Compensatory time.

Really talking about the fact that non-contact does not benefit AP/DPs at all. Not in the classroom is not about “our” work. The argument is that every teacher has gained an advantage. However, through not losing one hour of our teaching time, we get nothing. The person who taught 20 periods a week and next year will be down to 19, but the DP who was teaching 10 hours still gets to teach 10 hours, s/he is not making any gain at all.

Every teacher has had their workload reduced by 5%. AP/DPs have remained at exactly the same point.

The issue now is that because we do not have AP/DPs in the contract the AP/DP is not protected. Impact of cutting the contact time may have actually raised the number of contact hours that AP/DPs now face.

Need to get Rob Willets to this group and really iron out this issue with him rather than leave it to the SPAC forum. AP/DPs are in a unique position and this position needs to be made clear to PPTA.

Look at an old contract and come up with something that we could get back into a new contract.

Specialist Classroom Teacher

Discussion around the issue of SCT and how other schools are finding the process of making appointments:

Farcical situation that senior experienced teachers all have management units and when they found that they had to give them up they would not apply

Can use MMAs so number of principals have found ways around it

Not found anyone suitable and so have decided not to appoint.

Others have found teacher eminently suitable so not an issue.

Been linked to projects already underway within schools

Large schools finding it absurd - only one position regardless of size of school. Schools with 100 plus teachers this is just a drop in the bucket.

Some schools finding no expressions of interest. Have not made an appointment

Credibility will be a problem - some applicants not deemed credible to other staff.

Some suggestion that AP/DP having another area to oversee and making for extra workload.

Has created some other difficulties for timetabling, with staff

What are the national statistics showing? How many schools have not appointed?

Can get the person to give up the MUs but then who are you going to get to pick up the MU responsibility? That has also been a problem.

The concept is great and hopefully this trial year will help to iron out some of the real problems that are evident at the moment

Dates for 2006 Meetings (all confirmed)

Term 1 - Friday 17 March 2006

Term 2 - Friday 19 May 2006

Term 3 - Monday 31 July 2006

Term 4 – Friday 27 October 2006

Gary Beecroft – NZQA Meeting – Roy Fletcher

A sub-committee of the NZQA DP/AP advisory met in Wellington on the 20th September.

Concern had been expressed at an earlier meeting of the difficulties schools faced having to fulfill NZQA expectations without being specifically provided with the resources.

Amongst other issues there was discussion about:

Student management systems

Process of accreditation and the ability of schools to deliver to NZQA if they did not have an accredited software provider

School had issues when upgrading to accredited software packages (hardware, networks and switches needed upgrades as well if the new programmes were to run effectively).

Payroll Reference Group – Geoff O'Halloran

STA, NZEI, NASDAP, and the Ministry all attending these meetings and they are proving to be a good vehicle.

Matters discussed at the latest meeting included:

Changing software,

Electronic pay slips

Patterns for part-time teachers

Organisation structure and positions

Regular reports to schools (forewarning schools that things are going to happen)

Extended cutoff for Payslips - problem is in the printing and how long it takes.

Members are advised to talk to Geoff if they want any further information.

Other:

Will need to be an election for the Wellington region, due to Jenny Thomas ' resignation. Geoff has been in an acting capacity till this time. Thank you to Geoff for his work and also to Jenny for hers and we look forward to seeing the result of the election.

Issue of MMAs and the fact that AP/DPs are not eligible for them and the feeling of a large number of AP/DPs is that this is unreasonable.

Really good read: School Leadership that Works - from Research to Results: Marzano, Waters, and McNulty - (ASCD)

GUEST SPEAKER - Graham Collins (Senior Advisor in Curriculum Teaching and Learning Group in Ministry of Education; and responsible for the Ministry of Education's Aspiring Principals Programme)

Darren Gammie's apology for non-attendance, but had a meeting with the Minister which had to take precedence.

What has been done so far as a Ministry?

Have had pilot programme for aspiring school leaders since 2003 - one region only (Waikato) managed by Waikato School of Education. Two small cohorts (each of 12 people- 2 secondary in each cohort). MOE concerned about high principal turnover and low application rates for low decile, remote schools. (a lot of which are primary). To be selected into the project applicants had to state a commitment to go and work in those schools. Highly focussed and targeted cohorts. Members often shoulder tapped.

Learned a lot about how not to run this kind of project. At the end of the first cohort none of those in the cohort wanted to carry on and apply for principal positions in those schools. Says something about where the pressure points are in our schools. However, at the end of the second cohort there has been a greater success rate, with 3 participants in this cohort having won principal positions in the target schools.

What is Ministry going to do next year?

Essentially two things - one through school support services through the Colleges of Education and the second through the Teacher Refresher Course Committee.

Copy of contract of first page with school support services given to all committee members – the major focus will be on developing the “capability and confidence of those people who have the potential to win principal positions (with a particular focus on regional needs); other middle and senior level school leaders (not principals); and those interested in winning an initial school leadership position.” (copy available for anyone interested)

Tightly focussed and three sub-targets – 1st group looking to Principalship (but looking to regional needs) what are the schools that are difficult to staff (how are you getting this information – are the teams going to BoTs and finding the information?) – Regional ministries – one of the problems might get 6 applicants for the job, but the quality of the applicants might not be up to scratch. The data is coming from BoTs (number of applicants etc). Asking regional teams to do some work with the middle groups. Some is self identification, some by principals, some through ERO.

2nd sub group those already in senior positions and looking for greater depth – middle management to senior management, or DP/AP who want to stay in that position, but want greater depth

3rd group – young and looking for career paths (often the very young, inexperienced and upwardly mobile)

Need to really be clear about what leadership is – quite a different concept of what leadership is between

secondary and primary. Given that a lot of AP/DPs don't want to be principals - should not have to feel that there is something wrong with you if you don't want to be a principal

We expressed the feeling that AP/DP had thought that the aspiring principals training was for everybody, and not that it just had such a narrow focus.

What does the Ministry understand by regional need?

Talking about the school support regions - each of those regions having slightly different needs.

What about the quality of the applicants?

4th focus group - teacher refresher course for newly appointed DP/APs. Track through the gazette every time a DP/AP position is advertised. Planning to have a second follow up course for those who are at least 18 months into the role of DP/AP. Another national provision that is available.

Ministry is involved in targeted training. Do not have the responsibility or the resources for training the whole of the cohort. Appointments are made by BoTs, who are charged with the employer responsibility for schools.

Any statutory requirement to have an advisor involved in the process?

No. So a big gap here.

Any intention to have a closer relationship?

Have highlighted an on-going tension - Role of central authority and the local governing body.

Principal appointment one of the few areas of school operation that is totally unregulated and where BoTs have total autonomy.

The possible long-term future?

No further new funding likely but MOE committed to looking at aspiring leader training.

In all our hands - career pathways and PPTA and ECTs. Notion of widening our concept of leadership is really important and is the underlying notion of all this work. Hopefully the notion of career pathways is going to continue to be widened.

Interested and motivated people - 80% of senior school leaders who are not interested in going to Principalship - and why? Cathy Wylie's national survey - secondary part of that - figure in the 80% range - ACER and secondary workloads also revealed something similar.

A lot of published work about primary schools and not nearly as much about secondary - a lot of research done on the Secondary situation but it happens in MEd Admin thesis type situations and it is rarely published.

Producing statistics that are aggregated. Ministry could help by separating some of those figures out and maybe help the distortions

What are you doing for us – AP/DPs who do not want to be principals? This group appears to be being left out. Where does this group fit in terms of the Ministry's vision? Middle group between the colons. Up to the regional support services to give this group support. Very difficult/disparate group.

Where are the regions? Who is charged with this? Christchurch College – office in Nelson, Wayne Freeth/Peter Allan, School Support Dunedin – Ian Stephens, sub office Invercargill, Auckland Team Solutions – Julia Scott , Waikato – Gail Donaghey, Colleen Douglas – Palmerston North, Wellington – Peter Lee.

Is there New Zealand research linking leadership and outcomes? Some doctoral theses .c.f. Graham Collins. Leadership Best Evidence Synthesis due out next year will help pinpoint this.

Graham showed the group the Framework that the Ministry has developed – Principal Leadership Framework (copy attached) Working towards this framework. This is the framework that is being applied to their work. This is the sort of information that needs to go out to BoTs so that they know what it is that a principal's work really involves. BoT need to have this kind of information available to them.

Career Pathways conjoint work between the Ministry and PPTA - developing new career incentives and structures to allow us to move to the future.

Why are good people not going into teaching/on to principalships? - Workload, status of the profession, teachers being slagged off in the media all the time ... Real issue that the teaching position is better paid than the advisory position and so a lot of career paths are being cut off, because of this.

Some very good things coming out of the Ministry, but there are real issues in accessing the research at the moment. Do not have the time to actually get to the site and access it. Don't know it's there. Doesn't get done, because it hasn't come as a hard copy. Can anything be done to avoid having to download the e-copies?

GUEST SPEAKER - Helen Moody - Manager State Sector Retirement Savings Scheme

Helen Moody gave a presentation on the State Sector Retirement Savings Scheme (SSRSS) covering the topics - current uptake, regional coverage, decision to join, what members value, looking forward - KiwiSaver.

Particular points to note:

Combined membership now 30,000 (as at October 2005) with total value of members' accounts now \$100 million.

SSRSS is offered through three approved schemes - from AMP, ASB and AXA; and is available for teaching and non-teaching staff.

Teachers' Retirement Savings Scheme (TRSS) an entirely separate scheme - very similar - to join TRSS have to be a teacher and union member; SSRSS three times the size of TRSS

A lot of staff who are eligible have not joined any of these schemes; from non-teaching staff very low uptake, with about 40% of teachers in SSRSS, TRSS or GSF (even that's low). Varies from school to school.

Helen is happy if people make a deliberate choice not to join, but unhappy if non-joiners don't know about it or how to access the opportunity.

From research (about SSRSS in the Public Service) employees were likely to make an early decision whether to join SSRSS once they knew about it, so first communication to staff is very important. Also uptake was better where there was strong management support or group discussion, and follow-up to get the forms handed in. Is it the same in schools?

About 60% of SSRSS members had little or no retirement savings; fills a need

Looking forward, Government to launch KiwiSaver - 1 April 2007 . Looks like all employers (including schools) will give new staff KiwiSaver information. (IRD to provide information packs). Minimum employee contribution 4% of gross salary; Government subsidy \$1000 upfront, a fee subsidy and first home loan deposit subsidy for those who qualify; new staff automatically enrolled in KiwiSaver unless opt out. SSRSS will continue. Existing employees able to go into KiwiSaver 'as well as' what they are already in, but may not be eligible for all subsidies in both schemes.

Discussion during and after Helen's presentation included:

People who haven't joined are essentially giving away 3% top-up to their salary - convincing argument that this is a gift (employer contribution), so why are teachers and non-teachers not taking up SSRSS? Teacher aides - do not have secure positions. Maybe teachers have less disposable income than retirement services people seem to think. Helen acknowledged that it's very difficult for some people in the midst of present financial commitments to make decisions for the future.

Can it be made easier to join? Have to go to your principal to get the form signed. Many teachers prefer not to talk about their wage issues (or financial matters generally) with other staff (even the Principal).

Can join SSRSS if already in GSF, but can't get SSRSS employer subsidy.

Savings paid as lump sum or can be withdrawn in instalments. Amount paid is not guaranteed. Possible to lose your contributions if financial markets perform very badly - employer contributions end up being the buffer, but in managed funds there are no guarantees.

What happens to your contributions if you die? - Total paid to your estate.

Points for our members to note about SSRSS:

Should be talking about SSRSS with new staff; make sure they have a copy of the SSRSS information. (The orange document - up to 50 booklets sent out to schools beginning of term 4). (A draft induction leaflet is also underway.) Schools are not expected to actively promote joining the SSRSS, but need to ensure all eligible staff know how they can join.

Helen handed out a Checklist for Schools and Kindergarten Associations. Two copies were sent to principals at every school recently. Helen is interested in feedback on the usefulness of the checklist.

See Helen's article later in the newsletter for further information.

Meeting closed at 3.00pm .

Next Meeting: Friday 17 March, 2006 . Wellington Airport