

New South Wales Deputy Principals Association Inc.

Minutes of meeting

Date: 25th August 2004

Venue : Manly Pacific Convention Centre

Attendance: As per roll taken

Presidents' report - Bruce Tapp

1. This is our Term 3 meeting, being held during annual Conference.
2. Introduction to Barry Lovegrove (Professional Officer). Barry was appointed as Executive Officer for the association.
3. Some details re Barry's employment
 - employment for 12 months
 - paid as casual teacher through DET
 - position will help to re-focus on the roles of the President, Treasurer and Secretary of the association
 - all Districts/areas will need to be informed of Barry's position and role.
4. Documents schools will soon receive include
 - a role statement for Barry and the other Executive members
 - a memorandum of understanding that states the purpose of the DP association. This will be presented to Andrew Cappiwood to show the relationship between DPs and DET and recurrent funding issues (eg the Conference), the Executive Officer and District/Region meetings. Bruce will issue this on 26th August at the AGM, and if there are any concerns or issues, they can be given to Steve Ramsay for a discussion paper. Note that this is a proposal only which will be discussed with the DG and the whole document will be re-visited if it is significantly knocked back.
5. What is happening at District/SEA and Regional level? Regions are becoming increasingly powerful and may tend to remove state level associations.
6. The DP Induction Conference report – Miriam Wride
 - Conference papers can go on to a CD as well as the website. Narelle Howell has this in hand for this Conference.
7. 2004 State Conference report – Narelle Howell and Ian Willis
 - Going well – accommodation worked out and parking has been arranged. Those staying 2 days are in the Council car park which Manly Pacific will validate to reduce costs.
 - Finances have been an interesting experience.
 - We won't be making any profit from delegate fees – only from sponsorship.
 - No refund policy for those who just decide not to come.
 - Theme has been good in relation to current changes and restructure.
 - Manly Pacific has had lots of staff changes which has made things difficult.
 - Workshops have been arranged by Pauline Glasser and Elizabeth McMillan from Grafton HS. Thanks to them both for all this extra help. They have organized participants, welcomes, thankyou's and gifts.
 - There were problems created by having the North Coast host when they can't showcase their own area, so they lose out on selling their area and talent. The recommendation is that the next area to host should try to do so within their locality.
 - All members need to be prepared in case North Coast needs any help during the Conference. If we are in a workshop and help is required just step in and do it. Advise organisers of problems though.

- 390 participants – the ballroom holds 420.
 - On behalf to the committee, Bruce would like to thank Narelle, Ian, Pauline and Elizabeth (as well as the others not present) for their organization and hard work.
8. The Annual General meeting – to be held tomorrow at 4.15pm.
- It should be a straightforward meeting and the report from last AGM will be on seats. The financial report will be attached.
 - There may be no Returning Officer as Christine Del Gallo has received a promotion to Castle hill HS. Steve Barnett will nominate at the meeting if necessary.
 - All positions will remain the same as they were as none have been contested.
9. Met South West will host the 2005 Conference.
10. The financial statement is as per document issued.
11. The School Leadership Reference group – Margaret McLelland
- Do we have something in place?
 - Understanding of how DPs see leadership.
 - The Leadership Centre is being developed by DET.
 - Margaret McLelland (Penshurst Girls HS) and Miriam Wride (Moorefield Girls HS) will draft a proposal and put it on the website. It is to get feedback from other DPs (feedback will also be asked for during AGM). There may even be a volunteer for the draft proposal.
12. Professional Officer – Barry Lovegrove
- Has a suite in the Manly Pacific for delegates to see him.
 - Members may take a while to realize his full use and benefits.
 - Barry will conduct a welfare survey for DPs.
- Motion – that Barry be asked to draw up a welfare survey for distribution to all members of the DP association.
- Moved: Miriam Wride
 Seconded: Steve Barnett
 Carried unanimously
13. Financial statement - Andy Mosjiewicz
- Request a float for postage and stationery.
- Motion – that the Treasurer be given \$200 for stationery.
- Moved: Bruce Tapp
 Seconded: Steve Ramsay
 Carried unanimously

Term 4 meeting
 Week 7 – Friday 26th November 2004

Meeting closed 7.15pm