

Minutes of the State Deputy Principals Meeting : Friday 11 June 2004

Apologies: Bruce Tapp, Kerrie Wratten, Steve Ramsey, Christine De Gallo

1. Treasurer's Report

- Statement of Accounts issued (see attached)
- Good support for payment of Association fees
- We are still not insured as an Association (Secondary Principal Association have coverage)
- Budget: Discussion of whether we need to increase fees. Figures show we are progressing satisfactorily. Budget will be influenced this year by employment of Professional Assistant and if we make a profit from 2004 Conference. Projection is that we will make \$ 6000 profit

2. 2004 Conference Report

- 361 participants
- 170 out of 200 rooms booked for conference at Manly Pacific
- Income of \$ 198,000 payments for conference
- 60 DPs still not paid for conference
- Workshop selection, cancellation policy, and accommodation confirmation to be sent out to participants next week
- 3 Workshop selections for participants to select from based on leadership, management and personal interest topics
- Information to be sent back to Ian Willis to confirm all details
- Keynote speakers and workshop presenters organised
- Program being developed for conference
- Castlegrain Wines organising wine tasting
- "The Kid " providing entertainment on Thursday night
- Manly Pacific Restaurant booked for dinner for Executive for Wednesday 25/8/04 7.30pm
- Executive Meeting prior to dinner at 6.15pm in a Stateroom (TBA)
- Presenters and workshop leaders to provide presentation in electronic form for uploading to DP website

3. Website

- 2 new articles on Professional Learning. There is an interesting article on DPs' workload from a person doing her PhD in Queensland. Other articles to follow, including those on developing your school's Professional Learning Policy
- Extra \$2000 being requested for next stage of website development. Treasurer to supply cheque to M.Wride.
- M.Wride needs to see website organiser regarding registering online for 2005 conference.

4. Secondary Principals Council Report

- Chris Bonnor sending emails to all Executive DP's on Principal issues
- New Role Statement of Principals developed from Principals and Leadership initiatives contained in some of the emails
- Leadership site for DP reference:
<http://www.curriculumsupport.nsw.edu.au/leadership/index.cfm?u=2&i=22>
- Button on side of above address; 3rd button- questionnaire available for Aspiring Principals. Information available on Targeted Principals' program at this site.

5. Correspondence

- Letter form Allan Lachlan re; support of DP Induction Course.
- 2005 DP Induction Course being organised for 5-6 July 2004. Partial charge for participants; not fully funded as in 2003.
- Leadership Unit have organised conference in consultation with a primary and secondary reference group
- Program for conference issued to State Executive DPs

6. Federation Report

- Discussion of wage decision
- Chris Tome on Federation Executive; meeting on Tuesday 15/6/04
- Discussion of new draft policy on suspension; violence issues (hurting another person) will lead to a Long Suspension. No consultation on policy as yet. Allegedly policy is for implementation at the start of 2005. Policy much clearer than current document. Grounds for expulsion haven't changed. Concern raised regarding students changing schools with a history of violence. Appropriate
- From draft policy, the following categories are noted for SHORT suspension - Disobedience, aggressive behaviour.
- From draft policy, the following categories are noted for LONG suspension – serious or persistent misbehaviour, physical violence which results in pain or injury or seriously interferes with the safety and wellbeing of others, use or possession of a prohibited weapon firearm or knife, use of an implement as a weapon or threatening to use a weapon, possession or use of a suspected illegal substance, serious criminal behaviour related to the school.

7. Barry Lovegrove (New State DP Professional Officer)

- Originally from St. Mary's Senior High School- 7 weeks retired.
- Currently negotiating role statement
- He will take up this position from Term 3.
- Available to assist DPs
- Hm. Ph 02 9636 3717
- Mobile: 0425 840 746
- Email: bjlove@zeta.org.au

8. Draft Professional Learning Policy

- Draft statement for State DP Association tabled/discussed and amended

9. John Walker (Senior Project Officer from School Leadership Reference Group) - Leadership and Development Unit

- As per PowerPoint presentation. See notes issued. 322 Principals surveyed for this information.
- Teacher Professional Learning – 3 Directorates - Professional learning, Curriculum K-12 and Professional practice.
- 2003 strategy being developed, 2204/2005 is implementation of program.
- New professional learning policies for schools.
- Seven priority areas for professional learning.
- Organisation of the seven priority areas for professional learning.
- School leadership Development – capabilities, programs, induction, support, online leadership and consolidated training.
- Capabilities organised into 5 domains – personal, interpersonal, educational, strategic, organisational.
- Regions will run programs; State Office will be supplier of services.
- The Leadership Development Unit now has a number of people and resources.
- Access copies of questionnaire through webpage (see previous address for this site).

- Areas in web page very similar to “Leading and managing schools” document to make it easier for leaders.
- TPPP outcomes – increased numbers of confident, capable leaders willing to lead schools in challenging contexts. Participants able to use reflective practices, engage in a range of learning strategies, understand career path planning and increased leadership development support.
- Quality Teaching Program – case-based learning in leadership development.
- QTP program delivery – writing the cases, reviewing the cases, the facilitation phase, promotion.
- Website – <http://www.qtp.nsw.edu.au>
- Use of these cases excellent for development at all Executive and teaching levels.
- Cases are not personal, so can be used effectively – depersonalises the situation. Are not site specific which makes them appropriate at all schools.
- Current issues for the Leadership Unit - DET Leadership Centre – what it may look like and the Institute of teachers.

10. District Reports

- See website for reports that have been submitted by representatives.
- Numerous issues and concerns raised that will be addressed at different forums and by specific personnel.
- Difficulty has arisen due to restructure.
- Other issues discussed – replacement of DP for absences, level of courses for HSC and students being unable to complete, workload for DPs, retention rates and stats being quoted and used.

11. Professional officer (Barry Lovegrove) – role statement

- Draft role statement issued and discussed.
- Change “contact new DPs” to “ensure that contact is made to new DPs”
- Role is to include all DPs, not just new DPs.
- Membership databases – may be some duplication.
- This is a working document and a draft only. We will revise it as we go along.
- How Barry is paid will be determined shortly. More on this later. DET picks up on-costs.
- Motion – that we “adopt this role statement for the Professional Officer for 2004/2005” – Passed.
- Conference – Barry’s role at this year’s Conference - a card to be produced for Barry to issue including role and contact details (to be placed in Conference package), introduction at start of Conference, short talk at AGM, spot allocated at venue for Barry to meet with participants.

12. General business – discussion on the following issues/concerns.

- Website address to be advertised correctly this year.
- QTP – how is it being met across the state. There seems to be huge variations in implementation and many different models.
- Could cheques be banked as soon as possible so books can be audited for financial year.

Meeting closed
1.30pm

Narelle Howell and Debbie Roberts