



New South Wales Secondary Deputy Principals Association Inc.

Website: <http://www.nswsdpa.asn.au>

Minutes of Executive Meeting 14th March, 2003

Apologies: E Murray, T Noon, A Eastcott.

Minutes of previous meeting read by B Tapp.

Correspondence:

In: Nil

Out:

- Letter of thanks to Met East Social Sciences Association and Legal Studies Association for assisting country teachers gain access to T&D especially in Sydney in local conference.
- Copy of minutes of meeting to Trevor Wootten.

Items

1. Trevor Wootten

- ❑ Gold Coast conference not supported by DET. Need to rethink and consider reducing costs. Discussion examined location at Coffs Harbour, Tweed Heads, Newcastle/Hunter which also have accommodation issues.
- ❑ Success of DP Induction program implementation. Stage 2 is to determine key principles underpinning program on the ground. May include two DP Association representatives seconded to identify issues related to DP role.
- ❑ Alignment of Health and DOCs agencies with Districts to achieve integration; management of induction will be along similar lines with Superintendents and Principals. Need for succession planning for the role of Principal. Ten outstanding Principals have been interviewed to identify fundamental leadership profiles to be incorporated into induction program. Relationship between Principal and DPs will be fundamental. Supervision of Head Teachers by DPs will be crucial in development of executive leadership team.
- ❑ Discussion with T Wootten raised the following issues: DPs access to Principals email; District variation in relation to training of DPs though general progress overall; funds for training and development and allocation of those funds in the light of State wide DET priorities versus school needs; GAT strategies, promotion of comprehensive high schools, new selective high school tests, intensive linkage programs with local primary schools including mentoring, emphasis on teaching and learning, a more demanding pedagogy with higher expectations and greater depth, role of DPs to become more engaged in the leadership and direction of teaching – learning culture with HTs, positive feedback regarding risk and safety in schools and the Safety Directorate, update on new OASIS system, e-learning modelling and the e-Cademy at Macquarie University which is experimenting with best practice, excursion centre at Homebush involving interactive learning pods accessed via Internet and smart cards to create best pedagogical practice, IT issues in school,

- ❑ Vote of thanks to T Wootten for his work and participation in the DP Induction program.

2. School to Work Program – Julie Bell VET Directorate

- ❑ Vocational learning booklets, log booklets, Student Guide to Workplace Learning and Support Supplement document have been distributed to schools. Vocational Learning Booklets will be available for each KLA by end of Term 2. District training sessions will be about vocational learning across the curriculum, should include Careers Adviser to develop a model for implementation. Training will include District implementation and support. Delay in School to Work grants available to schools – although allocation of funds to Districts has already occurred to support schools. Contact Julie Bell for additional booklets / resources.

3. Financial Report

- ❑ Financial Report tabled by A Mojsiewicz
- ❑ Continued sound financial position of Association.
- ❑ Some membership applications continue to be sent in.
- ❑ Membership database tabled.
- ❑ Motion: *That financial report be accepted.* Moved: A Mojsiewicz Seconded: S Ramsay. Motion carried.

4. District Conferences

- ❑ \$2000 available for funding of conferences. Application form tabled.
- ❑ Membership fees will be collected at conferences. A list of financial members to be provided to the Association by the organisers of the conference.
- ❑ Districts are fully supported by the Association in the running of their own conferences in school time. Some Districts are providing funding.
- ❑ T Wootten has also suggested assistance.

5. Draft Professional Development Plan

- ❑ Draft Professional Development Plan tabled
Motion: *That we adopt the draft Professional Development Plan for 2003.*
Moved S Barnett Seconded: T Provest Motion carried.

6. 2003 Annual General Meeting

- ❑ Election of Office Bearers timeline tabled by C Del Gallo. Timeline form to include a declaration of financial status. Role of district representatives to communicate the election process to delegates.
- ❑ Motion: *That the election timeline be accepted.* Moved: B Tapp Seconded: F Land. Motion carried.
- ❑ Note change in date for nominations to executive meeting post ballot declared now Week 8 Term 2 (20/6/03).
- ❑ **Action: Arrangements for election will be placed on web site by M Wride.**
- ❑ AGM to be held at the 2003 Joint Conference.
Motion: *That AGM be held at Joint Conference*
Moved T. Provest Seconded: S Ramsay Motion carried.
- ❑ Notices of motion must be sent to the Secretary 14 days prior to meeting ie end Week 8 T3.

7. District Reports

- ❑ Sydney East: Problems with VET identified. Outcome: Bob Smith Director of VET to attend next meeting.

- Coffs/Clarence: Child protection issues. Recourse for teachers in relation to vexatious complaints. Motion: *That we invite CPU representative to speak at future Association meeting*. Moved: B Tapp Seconded: M Wride. Motion carried.
Action: B Tapp to organise CPI representative to address next Association meeting re student allegations. Lack of counselling support staff from districts.
Action: B Tapp refer lack of counselling and SASS and Aboriginal aid support issue to T Wootten.
- Wagga Wagga/Albury: attempts to organise district conference, child protection and workcover.
Motion: *That we invite representative from Industrial Relations to inform Assoc about DP welfare issues*. Moved: B Tapp Seconded: M Wride Motion carried.
Action: B Tapp to speak to T Wootten requesting Industrial relations representative to speak at next Association meeting re supervision of issues.
- Dubbo: Language and teacher aid support in the face of IM students; lack of casuals to enable training of teachers. **Action: Robyn Lewis to follow up.**
- Camden Haven: e mail access for DPs; **Action: Topic to be discussed at next meeting.**
Motion: *That web site address be included as footer*. Moved: B Campbell Seconded: F Land Motion carried.
the new learning policy 3-4 April.
- Orange: the local dealing with CPID matters; SASS and first aid
- Illawarra/Wollongong: concerns and ramifications in relation to self defence/management course including techniques of self restraint - Personal Assault Response Training.
Motion: *That NSWSDPA requests C Tome take issue of PART training to Federation and DET as question on notice*. Moved N Howlett. Seconded: C Tome. Motion carried.
- Parramatta: 2 meetings per term, District Office coordinating T&D issues and areas for DPs. Topics covered at first meeting: safety and risk management in schools and interpreting value added results.
- Uralla: Met East Social Sciences association and Legal Studies Association assisting country teachers gain access to T&D especially in Sydney in local conference; request clarification of permanent casual employment program needs to be reactivated; enrolment of students with a documented history of violence.
- North Sydney: details regarding impending conference.
- Ryde: permanent casual program, impact of EDBD enrolments.
- Far North Coast: District collegiate meeting held 5/3 with good presenters targeted supporting and nurturing DPs. Joint North Coast conference to be held at Yamba in May. Issues: 2003 conference, 2004 DPs conference preferred options, Women in leadership conference Byron Bay 21/3, \$500 allocated from District Office to support District collegiate.
- Far South Coast: Mike Hall addressed the local network; executive teacher review and exclusion of integrated.Distance Education. **Action: B Tapp to consult with Audit Directorate re: copy of staffing audit to be released in near future requesting copy to DPs. Action: Issue of cheque printers to be followed by B Tapp.**

10. Reports

- Web site: M Wride
Some issues outlined. Material to M Wride by the first of the month if you wish it to be uploaded. \$60 monthly uploading fee. Links from Districts to Association web sites. District news can be found under “*District News*” on the web site. Information about conferences can be found through “*Conference*” button on the web site. **Action: Executive representatives encouraged to get all relevant information and suggestions to M Wride electronically.**

- DP Induction course: B Tapp

Outlined development of new DP Induction Package and course organization meeting with R Randall. Outcomes: within 2-3 weeks another meeting to be held and to nominate DPs to be seconded to lay ground work for program. Concerns outlined regarding progress to date.

Motion: *That the Association express thanks to T& D Directorate that it is pleased with initial DPs Induction Package.* Moved: B Campbell Seconded: C Del Gallo. Motion carried.

Motion: *That the NSWSDPA has an integral role in the development of training and development activities for DPs. This would include communication utilising NSWSDPA website, Annual Conference workshops, networks and participation in Induction training of new DPs. We request the NSWSDPA continue to be partners in the development of the support for DPs.*

Moved: T Provest Seconded: S Ramsay Motion carried.

- 2004 Conference B Tapp. **Action: By next meeting (T2) the Assoc. needs to make a final decision regarding future annual conference organisation/location. Options outlined include 1) organise a central conference committee responsible for organising and Annual Sydney conference 2) continue to run independent district conferences. 3) run a conference on Gold Coast in the holidays.**

Action: Exec reps to seek feedback from District re: options for future conferences.

Vote of thanks to Narelle Howell for investigation of Gold Coast Conference.

Meeting closed: 3:00pm

Next meeting: Friday 13th June 2003