



New South Wales Secondary Deputy Principals Association Inc.

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

Term 3 Minutes of meeting 5 September 2003

Welcome to Don Haggett (Secretary of Primary Principals Association) and Lorraine Haddan (Dubbo).

1. *Apologies:* N Howell

2. *Minutes from previous* read and accepted. Moved: S Ramsey Seconded: C De Gallo

3. *Correspondence*

In: - Letter from Professor Terry Burke (Educational leadership program Wollongong Uni) inviting representation on the Aust Centre for Educational Leadership.

- Letter from Rob Randal re Induction conference.

- Letter from Peter Crick appointed to Muswellbrook HS.

Out: - Letter to IT branch (contact) requesting list of DPs grouped by Districts.

- Apology from P Manwarring for this meeting.

- Letter to Peter Crick thanking him for his past contribution to the Association.

- Letter to Graeme Wilson who is retiring thanking him for assistance in past State conferences.

- Letter to Leadership Unit requesting materials from Induction program be published on to website.

Motion: That correspondence be accepted

Moved: B Tapp Seconded: A Moj Carried

4. *Financial Report:* Report tabled.

Motion: That an advance of \$150 be made available for postage costs

Moved: F Land Seconded: S Ramsey Carried

Motion: That financial report be accepted.

Moved: A Moj Seconded: C D Gallo Carried

Motion: That a printed receipt book unique to Assoc details

Moved: B Tapp Seconded: C Del Gallo Carried

5. *Reports*

- *Web site (M Wride)*

Updated this week. Current balance \$1200

Appeal for District news items to M Wride

Action: K Wratten to update email addresses and send to M Wride

- *Professional Assistant (B Tapp)*

Barry Lovegrove interested in Exec Officer for Assoc for 2004.

Process for appointment to include: interview, development of duties statement, representatives from Assoc meet with Mr Lovegrove early next year.

Motion: That a committee led by Vice President meet with Mr Lovegrove for an interview prior to his recommendation.

Moved: F Land Seconded: M Wride Carried.

This is a part-time, funded appointment, 2-3 days per week for a number of weeks per year. Some guidelines already exist which B Lovegrove can access prior to interview. Representatives to meet with Mr Lovegrove are Kerrie Wratten, Christine Del Gallo, Stephen Ramsey.

Action: Stephen Ramsey to distribute final guidelines to all members for comment. Sub committee will make recommendations and identify parameters of employment with Assoc early next year.

Proposal to approach DET for financial assistance next year and use of Secondary Principals' Council model before we progress.

6. DP Induction Course (M Wride)

Thanks to M Wride for contribution to the program.

M Wride outlined DP Induction package and evaluation report.

Ideas for an approach to maintain support for Induction course include:

- Letter to J McClelland
- Meeting with J McClelland
- Distribute an Association evaluation to participants
- Participants to communicate need for continuation
- Meeting with DPs (Primary and Secondary)
- Write to Superintendents and Principals' Council
- Discuss with T Wootten and request support

Ideas for ongoing professional development for DPs: on-line professional development, Australian Centre for Educational leadership, leadership material on DET web site *Professional Support and Curriculum Development*.

Action: B Tapp to organise 2 sessions for T4 meeting. Contact B Tapp if you would like P Manwarring to address any topics.

Motion: That a letter be sent to J McClelland thanking for participation in conference with a view to propose future progress for Induction.

Moved: M Wride Seconded: P Shellard. Carried

Action: M Wride to draft letter to send to J McClelland

Motion: That a committee be formed to identify DP needs and document to become our T& D plan for 2003.

Moved M Wride Seconded: C Del Gallo Carried

Action: M Wride to invite DPs to submit their needs on the web site.

Action: Sub committee to identify training needs will involve: M Wride, Peter Shellard, Debbie Roberts to set direction for T4 meeting.

7. District Conferences

Upper North Coast: runs a two day conference paid by the District. Issue of funding raised.

Dubbo: Conference held at Dunedoo with DET support, T4 conference in Bourke.

Met South West: 90 members attended T3 conference. T4 aspiring DPs conference.

Bathurst: A third conference planned T4.

Hunter: One day conference held T3 based on welfare.

St George: Conference will occur in two weeks.

8. Combined 2003 Conference

Conference is proceeding Sunday 28th Sept – Wed 1st Oct.

Application forms have been distributed. Executive members may be required to offer support.

The Associations AGM will occur on the Sunday, date to be posted on web site.

9. 2004 Conference

Unanimous that a two-day state conference be held. Possible numbers 400-500. Options: Fairmont Blue Mountains, Manly Pacific, Penrith Panthers, Darling Harbour.

Structure for organising conference discussed.

Motion: That North Coast is the organising committee, consisting of Ian Willis, Narelle Howell (Chairperson) and Christine Del Gallo.

Moved: Andy Seconded: P Shellard Carried

Possible dates Week 6-10 Term 3 2004, avoiding Education week. Need to incorporate a follow-up to induction program.

10. DET report

Trevor Wootten

• Trevor Wootten spoke on the *co-ordinated plan to boost enrolments in government schools*. Reference to: A. Hargreaves and Ivor Goodson's *Teaching in the Knowledge Society. Education in the age of insecurity* (2003. Open Uni Press. Philadelphia.) and Stephen Kemmis' article on types of solidarity in *Full service schooling Developing students and communities*.

- DET commitment to continued DP Induction programs.
- **Action: M Wride to send a copy of Induction Evaluation to Rob Randall and Jan McClelland.**
- Restrictions on machinery that can be used in IA faculties (metal / wood) issue raised. *Equipment Safety in Schools Consultation Package document tabled*. Responses due end Term 3.
- Access to internet and email (400 rural schools without access) and HSC equity raised.

11. Secondary Principals' Council

B Tapp

Tabled:

- NSW Principals' Council response to Life Long Learning proposal. DET response is due 8th Sept 03. A further period of consultation will occur.
- NSW Principals' Council Presidents Bulletin Number 3 of 2003.

12. Australian Centre for Educational Leadership

Documents tabled: Modular leadership course proposal.

13. District Issues

- Albury: impact of local Christian school on enrolments
- Penrith: loss of senior students to St Mary's High
- Orange: issue of casuals, water rating system and impact on utilities budget, lack of cooperation from police relating to trespass. Action: *Motion: That in T4 meeting Association representatives provide District feedback relating to police response times and issues of cleaning.* *Moved: C Tome Seconded: Peter Shellard*
- Far South Coast: issues related to cleaning of schools
- Hunter: how will restructure impact on DPs. Need to examine impact on Association's constitution; professional support structures in the region are being developed;

- St George: air conditioning units for portables and the issue of no power supply to run them
- South Coast: VET and issue of TAFE not recognising student log books. District Office is pursuing issue with State Office; DP stress and welfare survey – Role and workload of DPs in Secondary Schools a QLD at site: carla.tromans@qed.qld.gov.au .; should Association start action about teaching loads of DPs.

14. General Business

-Motion : That a letter be sent to Graeme Wilson retiring thanks for participation in State conferences. Moved: A Mojsiewicz Seconded: C Tome Carried

- Motion: Letter to leadership Unit requesting materials from Induction program be published on to website: Moved M Wride Seconded C Tome Carried

- Report on Affidavit concerning Changing role of Deputy Principal C Tome

- Action: Stephen Ramsey to send DP Association badges to district representatives.

Next Meeting : Week 7 Term 4 November Friday 28

Meeting closed: 3:00pm