



Otago Primary Principals' Association

# ANNUAL REPORT 2014

Annual Meeting Friday November 14, 2014

## Sponsored by:

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- Saku Cunningham
- Stev Keegan
- Patricia Still
- Rebecca Copplestone
- Jan Paterson
- Tony Krammers
- Ben Walker & Carly Nesbit
- Robin Bain

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Otago Primary Principals' Association Life Members



## Otago Primary Principals' Association

Friday 14<sup>th</sup> November 2014

### Art Gallery

#### Annual Meeting & Seminar Day – 14 November 2014

9.15 – 9.45	Meet and greet; Coffee and networking
9.45	Welcome by Stephanie Madden (OPPA President) & Whetu Cormick
10.00 - 11.30	Keynote address including Q + A: Steve Maharay 'A new New Zealand: What is the role of school leaders'.
11.30	Morning tea (light refreshments)
12.00	2014 OPPA Prestigious Scholarship Recipient presentation Vicki Nicolson
12.30 – 1.30	Sponsors and lunch
1.30	'Retiring' Principals – 'Wise Cracks from Wise heads' – Moving on from principal-ship (Sally Direen (Balaclava); Alistair Campbell (Maori Hill); Jenny McDonald (Elmgrove)  First Time principals presentations – Richard Newton; Andy Larson
2.00 (approx)	Annual meeting

#### Agenda for Annual Meeting:

Apologies

Minutes of the 2012 Annual Meeting

Business Arising

Correspondence

President's Report

Financial Report

Sub-committee Reports

Election of Treasurer & OPPA Executive members

OPPA Prestigious Study Award

#### General Business

**NB** Notice of first meeting of the new executive – Thursday, 19 February 2015, 1pm at Mornington Church. NB Planning for 2015: we will use email and a google doc to set up liaison schools and possible liaison committees.



## **Minutes of the Otago Primary Principals' Association**

### **Annual Meeting at Toitu Otago Settlers Museum**

**Friday 15<sup>th</sup> November 2013**

OPPA President Whetu Cormick welcomed the members to the Annual Meeting. A special welcome was given to the Life Members who were able to be present for the meeting. An acknowledgement was also given to Jenny Clark and the seminar committee for their organisation of today's programme.

Apologies: Brent Godfrey, Helen Blick, Lynn Guy,

Life Members Apologies: Dave McWhinnie, Brian St John, Barry Hambleton (lateness)

Motion: That the apologies be received and accepted

Moved: Whetu from the Chair.

Minutes of the 2012 Annual Meeting:

Motion: That the minutes of the 2012 Annual Meeting be moved as a true and correct record

Moved: Andy Larsen      Seconded: Richard Newton      Motion Carried

Business Arising:

No matters arising

Correspondence:

No inwards or outwards correspondence received

President's Report:

President Whetu Cormick read his report

Motion: That the Presidents report be adopted

Moved: Whetu from the Chair

Financial Report: Stephanie Madden

Libby Cleverly presented the Financial Report. There were no questions asked from the floor. The work of Sue Grave in maintaining the OPPA financial records was acknowledged.

Motion: That the financial accounts be adopted

Moved: Libby Cleverly      Seconded: Paddy Ford      Motion Carried

### Sub Committee Reports:

Reports were received from the following Sub Committees

- Financial Report 2013
- Education Review Office Liaison
- Ministry of Education Liaison
- Seminar Committee
- Special Education Liaison
- Strengthening Families/Otago Youth Wellness Trust
- Child Youth and Family
- Relieving Pool
- Ministry of Education Property Forum Report
- New Zealand Principals' Federation
- Otago Outdoor Education Trust
- Life Education Trust
- Resource Teacher's Literacy
- Saturday Morning Music
- NZEI Principals' Council
- School Traffic Safety Group
- Sponsorship
- UOCE Tertiary Liaison

Motion: That the sub-committee reports be adopted

Moved: Whetu Cormick from the Chair.

### Nominations for 2014 OPPA Executive:

Electronic Voting took place prior to the annual meeting. The following nominees were duly elected:

#### Office Bearers 2014:

Immediate Past President - Whetu Cormick

President – Stephanie Madden

Secretary- Libby Cleverley

Treasurer- Hamish McDonald

#### Executive Members:

Brent Caldwell

Alistair Campbell

Jenny Clarke

Sally Direen

Paddy Ford

Verity Harlick

Jennifer Horgan

Tony Hunter

Andy Larson

Chris McKinlay

Bernadette Newlands

Richard Newton

Vicki Nicolson

Chris Smith

Debbie Smith

Jan Taylor

New President Stephanie Madden assumed the Chair

Stephanie thanked Whetu for the work he has done as 2013 President.

### Acknowledgement Of First Time Principals:

First Time Principal mentors acknowledged the following Principals who completed the First Time Principals Programme in 2013: Winnie Cornelissen (Halfway Bush School), Steve Turnbull (Concord School), Melissa Mitchell Main (Bradford School) and Simon Clarke (Kaikorai School)

### Ricoh OPPA Prestigious Study Award:

President Stephanie Madden together with Grant Campbell presented the 2013 Ricoh Prestigious Study Award.

Grant spoke about the value of the ongoing relationship between Ricoh and OPPA.

Grant announced that Vicki Nicolson is the recipient of the 2013 award.

Vicki briefly outlined the scope of her proposed project and thanked Ricoh and the OPPA for the opportunity. Vicki intends to travel to Italy in 2014 to research the Reggio Emilia teaching philosophy.

### General Business:

Stephanie discussed the challenges ahead with changes in government policy. The possibility of inviting Paul Goulter (NZEI National Secretary) to speak to local Principals was discussed.

Life member Nola Hambleton addressed the meeting, congratulating members on the collegiality that is evident throughout the Otago region.

Notice was given of first meeting of the new executive - Thursday 6th December at the Mornington Presbyterian Community Centre at 1 p.m.

The meeting closed at 3.00p.m. Members were invited to enjoy a drink together.

Stephanie thanked all members for attending the meeting.



## **President's Report – Stephanie Madden**

### **Tena koutou katoa.**

I would like to start by acknowledging the ongoing and outstanding work that the principals in Otago carry out. Your dedication to your children, schools and communities is second to none. A special welcome to the new principals in Otago schools in 2014. Please remember that we are all here to support you and are just a phone call away. To those principals who have left the region or retired during 2014, our very best wishes for your new endeavours.

It has been a privilege to carry out the role of President of the OPPA in 2014. I have thoroughly enjoyed working alongside the members of our hard working Executive. Being on Executive is a significant time commitment, thank you for taking time out from your own school to support schools throughout our region.

This afternoon we have heard about the careers of Executive Members Alistair Campbell and Sally Direen. I would like to add our sincere thanks for your service over many years to the OPPA. Your collective wisdom and institutional knowledge will be sorely missed. This will be the last meeting on Executive for Chris Smith. Thank you for your work with the relieving pool, and input on the Special Education and CYFS liaison groups. We will miss your honest and reflective contributions.

I would like to personally thank recent Past Presidents Whetu Cormick and Brent Caldwell, for supporting me in the role of President. Your advice, guidance and wisdom has been much appreciated. Thank you to our secretary Libby Cleverly and Treasurer Hamish McDonald. Your hard work and willingness to take on any job, has meant that our organisation continues run efficiently and effectively.

The OPPA goals are:

- To promote the professional growth of members.
- To promote the high standards of performance by our members in order to provide the pupils of our schools with the best possible education.
- To keep members informed of developments in education.
- To provide collegial support and guidance for members

The 2014 Executive have ensured that these goals have remained at the forefront of everything we do. A special thank you to Jan Taylor and her team, who continue to ensure that the pastoral and personal needs of our membership have been attended to.

The seminar committee have provided us with 3 outstanding seminars, "Resilience and Success", "The Arts on Fire" and "e-Connectedness" - all popular topics with principals and their management teams. There was an excellent mix of local educators sharing their expertise, alongside high profile and motivational speakers such as Sir Ray Avery, Sam Hazledine, Phil O'Reilly, Derek Wenmoth and Jamie Roy. The follow up professional development sessions for teachers have continued to be very popular.

Executive were pleased to once again support local Principals to attend the NZPF conference. 34 principals took advantage of the OPPA subsidy in 2014 to attend the conference in Invercargill.

Our Executive members regularly attend meetings with organisations such as the Ministry of Education, ERO, Special Education, and the University of Otago's College of Education. This liaison ensures that we work together with these organisations to ensure the best possible outcomes for the children of Otago and that the voice of principals is heard. It also enables us to keep well informed about new developments.

Members of the Executive contribute to the Camp Trust, Life Education, Strengthening Families, Youth Wellness Trust, Resource Teachers of Literacy, Saturday Morning Music, School Traffic Safety, and Keeping Dunedin Active. All of these organisations provide valuable additional support and resources to our schools. We are proud to work alongside them.

Whetu Cormick sits on the NZPF Executive. Thank you Whetu for your tireless work at the national level. It is imperative that the southern region is represented on NZPF, and we know that you do a sterling job on our behalf.

In 2014 the governments "Investing in Educational Success" policy dominated the educational landscape. I was joined by presidents of the Otago sub-associations at the NZPF Moot and the jointly held NZPF/NZEI forum. Both of these meetings were designed to gather feedback from around the country to inform NZPF and NZEI positions on the IES policy. Opposition to the policy at both meetings was overwhelming. As the policy continued to unfold, OPPA hosted meetings for local principals and Boards of Trustees with NZEI National Secretary Paul Goulter, Life Member of OPPA Dr Lester Flockton and Deputy Secretary for Education, Dr Graham Stoop. It was our aim to ensure that our members had the most up to date information for their consideration.

On behalf of all OPPA members I would like to thank both Sue Grave and Bryce Horgan for their work in supporting the administration of our organisation. Sue manages our administration tasks and financial accounts and Bryce has had responsibility for our email distribution, relieving pool database and election processes. We do appreciate the work they do on our behalf.

Our association is fortunate to enjoy the tremendous support of our sponsorship partners. We are grateful for your support and input. Today we have heard from Vicki Nicolson about her insights into the Reggio Emilia philosophy of education, made possible through the Ricoh OPPA Prestigious Study Award. Thank you Ricoh for your ongoing support of this wonderful professional development opportunity for our members.

Finally, my very best wishes to incoming President Libby Cleverly and the 2015 Executive. Your ongoing work will ensure that our members continue to be well supported in their work of leading learning in Otago Schools.

## AREAS OF EXECUTIVE RESPONSIBILITY – 2014

*\*denotes convenor*

Education Review Office Liaison \* Alistair Campbell, Jan Taylor, Sally Direen, Jennifer Horgan, Hamish McDonald, Whetu Cormick

Ministry of Education \* Richard Newton, Tony Hunter, Andy Larson, Jenny Clarke, Hamish McDonald, Verity Harlick,

Seminars \* Jenny Clarke, Richard Newton, Tony Hunter, Sally Direen, Jan Taylor, Jennifer Horgan, Bernadette Newlands, Debbie Smith, Brent Caldwell (Publications)

School Contact Liaison & Association Schools List\*Chris Smith, Bryce Horgan @ Wakari School is paid to maintain list.

Special Education \* Brent Caldwell, Tony Hunter, Verity Harlick, Debbie Smith, Vicki Nicolson, Chris Smith

Agencies -Strengthening Families Liaison / Wellness Trust/ Child Youth and Family/ NZ Police \*Libby Cleverley, Jennifer Horgan

Relieving Pool Chris Smith

Sponsorship \* Andy Larson, Hamish McDonald, Sally Direen, Chris Smith

NZPF Whetu Cormick

OPPA Email tree \* Stephanie Madden, Chris Smith, Bryce Horgan

Camp Trust \* Chris McKinlay, Bernadette Newlands,

Website \* Alistair Campbell, Richard Newton

Community Trust Liaison/ ICT \* Tony Hunter, Richard Newton, Andy Larson, Chris McKinlay

Life Education Trust \*Verity Harlick, Bernadete Newlands

Snow Persons \*Jenny Clarke, Tony Hunter, Whetu Cormick

R.T of Literacy \* Bernadette Newlands, Verity Harlick

Saturday Morning Music \* Bernadette Newlands, Libby Cleverley

NZEI Principals Council Stephanie Madden

Maori Liaison \*Whetu Cormick, Brent Caldwell, Jan Taylor

School Safety Traffic Jennifer Horgan

Otago Trust Training Fund Jenny Clarke

UOCE Tertiary Liaison \* Hamish McDonald, Richard Newton, Libby Cleverley, Vicki Nicolson

External Advisory group OUCOE \*Brent Caldwell, Whetu Cormick, Chris McKinlay\*

South Dunedin Bike Initiative \*Debbie Smith

Pastoral Care – President – Stephanie Madden, Past President – Whetu Cormick, Jan Taylor, Brent Caldwell, Bernadette Newlands, Jenny Clarke

Keeping Dunedin Active Alistair Campbell

PB4L Stewardship Forum Debbie Smith

RTL Cluster 39 Governance Group \*Tony Hunter, Paddy Ford

CYFS\*Brent Caldwell, Jenny Clarke, Vicki Nicolson, Chris Smith, Debbie Smith

Health Board \*Jenny Clarke, Richard Newton, Chris Smith



## Reports

### Treasurers Report for Otago Primary Principals AGM 2014 Hamish McDonald

Please note that the attached Financial Statement for the year ended 31 October 2014, is currently being audited. However, subject to confirmation of the audit process the following Statement of Income and Expenditure is correct as at 31 October 2014.

As part of 2014 AGM Treasurers Report I would like to acknowledge some key aspects of the 2014 OPPA year. Firstly, I would like to acknowledge the financial support of our member schools. As an association, a conscious decision and effort has been made to provide opportunities for our members that support professional learning and development. Often these experiences are at a financial expense to the OPPA, subsidising these experiences to make them a possibility. In 2014, we have had a significant increase in the financial support through OPPA subscriptions and contributions to the Relieving Pool, thank you, this has meant that subsidies to the NZPF conference and OPPA contributions to the cost of running our Term seminars have been viable. I would also like to express my thanks to the Seminar Committee, who have planned, prepared and calculated for successful seminars during the year. Personally, and professionally, I have thoroughly enjoyed these experiences. With a Treasurers hat on, I have also very much appreciated the efforts of the seminar team in making these a financially viable opportunity for our colleagues.

Finally, I would like to acknowledge the hard work and efforts of Sue Grave, from Fairfield School. Sue is the person behind the scenes, counting the dollars, processing the seminar registrations and balancing the books. During the year Sue has implemented a number of initiatives in the background, such as the Google forms approach to seminar registrations, in her typical "nothing's a problem way". I have enjoyed and appreciated working with Sue in the capacity of Treasurer and thank her for making everything balance the way it should.

**Otago Primary Principals Association**  
**Financial Statement of Income and Expenditure**  
**for the year ended 31 October 2014**

2013	Opening Balances	2014	
22515.28	ANZ 00		18464.75
34586.45	Term Deposit (ANZ01)		35897.46
27562.54	Term Deposit (ANZ02)	0.00	28424.25
<b>84664.27</b>			<b>82786.46</b>
	<b>Income</b>		
8454.35	Subscriptions	12045.00	
3949.35	Relieving Pool	5043.70	
821.73	Relievers subs	747.82	
600.39	Miscellaneous	204.34	
540.00	Canterbury Appeal	0.00	
109.78	Bank interest	102.31	
2535.36	Investment interest	2304.47	
20407.59	Sponsors	26750.00	
20408.35	Seminars	14495.43	
	Accruals*		
8543.33	GST received	8732.31	
<b>66370.23</b>			<b>70425.38</b>
	<b>Expenditure</b>		
4679	Canterbury Schools Subsidy	0.00	
8363.36	Relieving Pool	9509.16	
26005.64	Seminars	18470.19	
1785.59	Miscellaneous	565.00	
200.00	Advertising	0.00	
1333.86	Treasurer/Secretary	0.00	
314.70	Tolls/Stationery	626.29	
0.00	Travel costs	622.60	
1037.18	Refreshments & Gifts	1489.56	
5924.50	Conferences	1606.96	
400.00	Conference Subsidy	8584.34	
3218.95	Meeting Expenses	17 72.62	
1586.17	Bank, Tax & Audit fees	1412.54	
8000.00	Scholarships	8000.00	
4937.67	GST payable	6232.02	
98.99	GST Paid PE 31 Oct 2013	3184.86	
362.64	Residential Withholding Tax	0.00	
<b>68248.05</b>			<b>62076.14</b>
<b>-1877.82</b>	<b>Surplus/(Deficit) for financial year</b>		<b>8349.24</b>
	<b>Funds available are represented by the following:</b>		
18464.75	ANZ 00		23565.85
35897.46	Term Deposit (ANZ01)		37009.69
28424.25	Term Deposit (ANZ02)		29616.43
<b>82786.46</b>			<b>90191.97</b>

## **Education Review Office Liaison Committee - Alistair Campbell**

OPPA members Jan Taylor, Sally Direen, Hamish McDonald, Jennifer Horgan and Alistair Campbell have met with Chris Rowe each term during 2014.

Meetings cover a variety of topics and provide an opportunity for OPPA to raise issues facing principals and schools. Chris Rowe outlines ERO initiatives, directions and provides useful background information.

The ERO website ([www.ero.govt.nz](http://www.ero.govt.nz)) has a lot of useful information for schools. Website sections cover 'What's new, School reports, Useful information, Review strategies, Featured publications etc. Schools are encouraged to regularly visit this site to keep up to date with requirements. ERO have also recently launched a twitter account where you can follow national reports, new publications and new releases.

Reports detailing liaison meetings are provided for the OPPA Executive following each meeting. These reports are also available for the wider OPPA membership. If you have any concerns or questions you are encouraged to contact the local office directly. Your OPPA Liaison group works to maintain a positive working relationship with our local Education Review Office benefiting Otago schools, principals and children.

## **Ministry of Education Liaison Committee – Richard Newton**

OPPA once again met formally with the local office of Ministry of Education to discuss areas of interest. Meetings were held once a term at the Ministry of Education's offices in Dunedin.

These forums provide a useful way for the Executive to engage with local officials and explore matters of interest to Otago schools. They also enable the Ministry to share emerging policy or key information relevant to schools in the region.

Reports detailing meeting content and key outcomes are provided for the OPPA Executive following each forum. These reports are also available for the wider OPPA membership.

This liaison is very valuable and provides open, 2-way communication. In a time of constant change in education policy and priority, such liaison is critical.

## **Seminar Committee - Jenny Clarke**

The OPPA Seminar Committee is pleased to report another successful year of professional learning for school leaders.

The format selected for each seminar reflected the particular programme offered. The first seminar was promoted exclusively for leaders and aspiring leaders while the second and third seminars offered professional learning for leaders *and* an action packed after school session for teachers of the schools represented at the full programme. This format had been successfully trialled in 2013 to provide high quality presenters to all members of school teams. Leadership team members and teachers received the key messages first hand from the educational experts, while attendance at the main keynote addresses equipped leaders with deeper knowledge and understanding to enhance the concepts beyond the seminar days.

Two dynamic keynote presenters launched the seminar programme in April when Sir Ray Avery and Sam Hazledine inspired attendees with their personal stories about resilience and success. Educators aim to equip young people with powerful capabilities that are going to serve them well as good citizens and where each can make a significant contribution to making the world a better place with a sense of purpose and fulfilment. Each presenter had a powerful and moving story to share as inspiration for our work.

Forty principals and team leaders attended the second seminar 'Connectedness and Creativity – Arts on Fire' held at the Art Gallery in June. Phil O'Reilly CEO of Business NZ provided the keynote address. He offered an insight into New Zealand's uniqueness in the global market place, the influences on innovation, manufacturing and trade and the interconnectedness between each. He outlined the 'hard' and 'soft' skills the business community seeks in young people (literacy, science, technology, engineering and maths) and (emotional intelligences - courtesy, patience, punctuality, respect, being connected with sports/cultural groups, and the capacity to tell the truth) and while both are important, the latter skill set is vital. "The business community wants good citizens". He advocates that the business and the science communities, and the business and arts communities need to work better together, and his insights endorse our work to deliver a balanced curriculum through learning areas, principles, competencies and values.

The 'arts were ignited' by five passionate art experts - Alison Caldwell (music) Suzanne Renner (dance) John Neumegen & Kerry MacKay (visual arts) and Evelyn Mann (drama). Each highlighted the power of the arts and the connected learning that these creative disciplines offer young people. The experts inspired 90 teachers during an interactive session with practical ideas for use in the classroom. There was exceptionally positive feedback about the day and endorsement for the focus on the arts.

The third term seminar followed the 'connectedness' theme turning our attention to the e-connectedness of our environments. It proved to be a most popular day (76 attendees) with well received addresses from Derek Wenmoth regarding the ten trends in education, Jamie Roy expounding the value of social media as an effective tool for schools, Greg Carrol promoting e-learning on a budget and Richard Newton demonstrating the power of using google apps for managing school documentation. Over a hundred and twenty teachers left a session facilitated by Iain Cook-Bonney with information about favourite ipad apps to support learning.

Steve Maharey Vice Chancellor of Massey University opened the annual meeting with an address 'A new New Zealand: What is the role of school leaders' and Vicki Nicolson offered insights into her research as the recipient of the 2014 OPPA Prestigious Award about 'Encounters with Reggio Emilia'.

Toitu Settlers Museum and the Dunedin Art Gallery have been used as venues for seminars with the latter working most effectively for its central location, the open spacious conference room with a pleasant outlook over the Octagon and the spacious mezzanine for refreshments where social interchange and professional networking works well.

Seminar expenses for 2014 were \$19 600 while the income was \$20 280.

Thank you to our sponsors - for their attendance at seminars, for promoting the services and products that are available and for the general support offered to schools.

Special thanks to the seminar committee members – Sally Direen, Jan Taylor, Richard Newton, Tony Hunter, Jennifer Horgan, Debbie Smith and Bernadette Newlands for their energy, collaboration and good-hearted collegiality in seeking high quality presenters and their attention to detail to ensure seminars run smoothly. Thanks also to Brent Caldwell,

who has supported the seminar team in many ways including working as publicity manager, and to Whetu Cormick for his constant support of the seminar team.

### **Special Education Liaison Committee - Brent Caldwell**

Members of the SE/OPPA liaison committee in 2014 were: Whetu Cormick, Vicki Nicolson, Tony Hunter, Verity Harlick, Debbie Smith, Chris Smith and Brent Caldwell.

This year we welcomed new Special Education manager Gary McClintock to the group. Gary has attended our meetings and provided OPPA with valuable information to assist and enhance learning opportunities to those with learning, behavioural and physical needs. RTLB Coastal Cluster Manager Linda Clifford has begun attending our meetings.

A number of issues have been discussed in 2014 including crisis response, excluded students, LLI supports, ORS students and moderations, the MoE restructuring and the downstream effects on local service provision.

Intervention and special needs transitions from the Early Childhood sector remain a priority for the group is to work on.

The recent development of the RTLB database should see efficiencies in the areas of referrals and schools access to their students' information.

Once again the OPPA acknowledges the strong and open relationship that exists between this association and the local Special Education team.

### **Support Agency Liaison - Otago Youth Wellness Trust/ Strengthening Families/Child Youth and Family/NZ Police - Elizabeth Cleverley & Jennifer Horgan**

**Otago Youth Wellness Trust** (OYWT) continues to work with all primary and intermediate schools to identify and respond to attendance concerns, both unjustified and justified. Maria Noonan who has carried out the role as attendance advisor commenced a year's leave in July 2014, with her position then being shared by Tina Moir and Kristy Hanna. The roll out of the Ministry of Education database, ASA, has had some issues with some schools not being able to access easily in order to make referrals. OYWT endeavours to support these schools to sign on and access.

To date in 2014 there has been 27 NEN (non enrolments) referrals and 22 UA (unjustified absence) referrals.

Kristy Hanna will be contacting full primaries and intermediates before the end of the year to identify young people of concern who are transitioning to Secondary School in 2015

**Strengthening Families** (SF) has had 61 enquiries from the beginning of 2014 with a carry over caseload of 29 from 2013. This is a total of 90 families/whanau that have been connected to SF over 2014 to date. Currently there are 36 active cases. Not all queries follow through to initial SF meetings but are linked to appropriate services - be these individual community agencies, CYFS or health/education government services. Currently we are working with 53 children under the age of 13 years and 45 adults.

The themes noted by Dunedin Strengthening Families coordinator, Megan Weir, is the success for families/whanua and children in the referrals happening from the primary school sector. This has enabled very positive outcomes for children in terms of positive

family/whanau engagement with schools, links from school to family/whanau and community and supported transitions. Transitions may be from Early Childhood to Primary or Primary to Intermediate or High School or moving into a new school. Having the joint services and multidisciplinary support around the family/whanau in the SF process has allowed for good transference and translation of behaviour support plans, institutional knowledge and continuing care and support in their education from external agency assistance as well as school. This in turn has allowed for improvement in terms of how a child or children are engaged in their school setting and the families/whanau ease of connecting with school. Greater consistency and understanding between school, home and community supports (eg agencies) through the SF process has also allowed for consolidated changes for the children and their family/whanau giving better connection at school.

Family/whanau often comment that the SF process helped them have everyone together in one room and they didn't have to keep explaining the problems so they get to make and see the changes - having everyone focused on their needs and strengths has helped bring about positive changes.

**Dunedin Child Youth and Family** value the willingness of schools to work with them for our children and for the welcome that is provided to social work staff. They are very appreciative of being able to interview and/or meet with children at school under sometimes very stressful circumstances and we appreciate how schools assist them in this. The collaborative between Education and Child Youth and Family has seen some great support plans placed around our children to enable them to achieve positive outcomes.

Over the past year notifications in Otago have continued to rise and to date they have received approximately 550 referrals. Not all our referrals require a full statutory assessment and wherever appropriate referrals are sent to the Differential Response Coordinator who works alongside our community partners to ensure the right collaboration of services to help the child and family.

CYF are able to offer small workshops for staff on recognising signs of abuse and neglect, the role of Child Youth and Family and to strengthen the partnership in working together with them for vulnerable children and families.

communities. If schools would like a workshop please contact Christine McKenna Site Manager by emailing [christine.mckenna@cyf.govt.nz](mailto:christine.mckenna@cyf.govt.nz)

CYF would like to thank the Otago School Principals and teaching staff for our continued positive working relationships.

Karen Hodgkinson is the Child Case Manager for Youth Services and a member of the Family Violence Team for Dunedin Police. This is a non-sworn position.

**NZ Police** Karen Hodgkinson plays a critical role as an interface for police and other agencies which work with troubled youth. Karen holds professional qualifications - a degree in psychology focusing on child and adolescent behaviour; a background in youth and community work; and a Child Protection Diploma. She works with children aged 8 to 14 who've come to police attention, although not necessarily for offending. The role is varied. She is also involved with children who are the victims in family violence situations. Karen works with children one on one and with other family members as required. She liaises with schools, social workers, NGOs and government agencies to access support.

Children Karen works with have often fallen between the gaps, whether it be health or educational reasons; parents struggling financially; or family violence situations - which

can all contributed to a child's behaviour. Often their offending is linked to difficulties within the home. Reluctant families who are non-engaging or transient are encouraged to engage with professionals and Karen will monitor the family until change occurs.

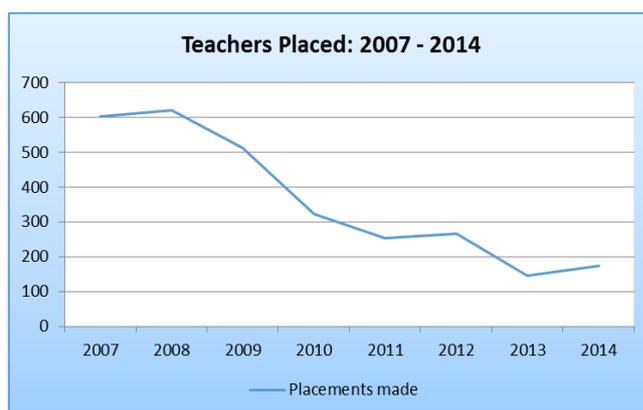
She encourages schools to contact her if they have concerns regarding a child or family and can provide information to help direct schools to the right Police staff or suggest another agency that might be able to help. Specific referrals to Karen in regards to children can only be done through Youth Aid. However, she can facilitate a discussion with Youth Aid staff to pick up any children of concern that have been brought to her attention by schools.

During 2014 Karen has attended the inter-agency meetings at three Dunedin schools. She has worked alongside children at many Dunedin schools and appreciates the opportunity to work with those children in school settings when required.

### Relieving Pool – Chris Smith

The OPPA relieving Pool has continued to operate successfully, providing a very useful service for the schools that choose to join. It is operated on a self funding basis. Subscriptions and a small registration fee from relievers are used for administration expenses and to pay the Pool Secretary who works ten hours each school week.

Our secretary since Term 2 1995, Helen Ashton, has continued an excellent level of service to schools and relievers. Relievers have picked up from 2013 with Helen placing 173 relievers since the start of the year to 20<sup>th</sup> October 2014 which is an 18% increase from 2013 – 146 placements. In total this is still a 46% decrease in the number of placements made by the relieving pool in the last five years. We have found that a number of schools are contacting the relieving teachers directly.



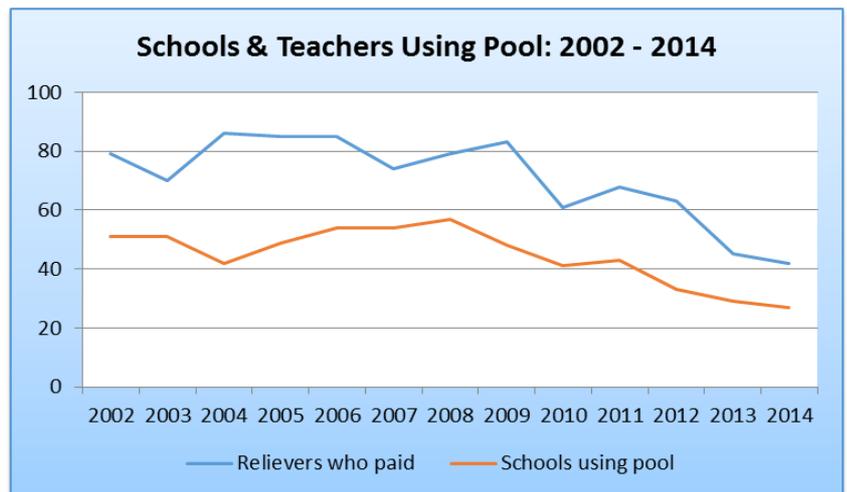
There was only one occasion when we were unable to fill the required placements. Again this was a Year 7-8 class.

The Pool currently has 42 relievers available for relieving of most are available most days. Helen has found that once a school has discovered the ability and expertise in certain relievers, these ones are naturally very busy and usually rung first by the school. Our better relievers are snapped up very quickly for long or short term relieving which makes it very difficult at times. The furthest away school using the pool is Strath Taieri.

All relievers are required to present proof of current registration and every effort is made by the Pool administration that teachers on the relieving list are currently registered and the Teachers' Council website is checked for teachers who have been de-registered. Schools however, as the employing body of relieving teachers, are responsible for ensuring that all teachers working in their schools are registered and should check teacher's credentials at the start of employment.

This year 27 schools are using the relieving pool. Previous years had the following enrolled schools:

Overall, the relieving pool continues to run smoothly and Helen is to be congratulated for her excellent service.



### Ministry of Education Property Forum Report - Richard Newton

During 2014, the Ministry of Education once again scheduled a series of South Island Property Forums to provide an opportunity for education sector stakeholders to provide feedback on Ministry of Education property-related policy and practice.

The format of the forums is structured but open, and Ministry personnel are genuine in their desire to gather feedback from sector representatives.

The forums are also a useful source of key information for principals and having ongoing OPPA representation at such events is essential.

Reports detailing meeting content and key outcomes are provided for the OPPA Executive following each forum. These reports are also available for the wider OPPA membership on the OPPA website.

### New Zealand Principals' Federation - Whetu Cormick

NZPF's mainstream of work continues to play out in a political arena and in 2014 the focus was on the government's IES Policy. This model and the way in which the Ministry of Education consulted and implemented the policy concern us. Surveys clearly show that principals across New Zealand do not support this policy and the executive cautions those willing to enter into communities of schools at this early stage.

NZPF continues its work on advocacy for principals and especially in their representation on advisory groups. These have included special education, RTLB, property forums and the Christchurch rebuild and reorganisation of schools.

NZPF continues to place a focus on addressing our concerns for our underachieving Maori and Pacifica students. Peter Witana, Keri Milne-Ihimaere and I continue to provide the executive with regular PD sessions.

The introduction of the Maori Achievement Collaboration (MAC) Clusters has been a highlight of NZPF's work this year. The project was launched with a two day noho Marae

held in Auckland in May. Approximately 70 school leaders are involved in this and we are seeing a fantastic focus on raising Maori Achievement in these clusters. The Christchurch cluster is being facilitated by Ros McQuillan-Mains. Ros is doing a superb job bringing those school leaders together to share good practice around Maori engagement.

In 2015 the executive we will continue to address the challenges and be proactive in positively developing our education system. Be assured that I will continue to work hard for what we believe is right for our young people and our world quality education system.

I look forward to once again representing you on the NZPF executive for 2015 and thank you for your on-going support.

## **Otago Outdoor Education Trust – Chris McKinlay**

### Financial

- ✓ This year saw a change in the financial management of the Trust with Price Waterhouse Cooper being engaged as our accountants. With an increase in financial activity the Trust resolved to engage the services of Price Waterhouse Cooper an accounting firm to manage the Trust's financial affairs. This, we believe has been beneficial for the Trust, more so as time passes and the new systems including reporting are fine-tuned.
- ✓ The Trust accepted with regret Lesley Rae's resignation as manager of the Trust's finances and accounts. Lesley has always acted efficiently in that capacity and has had the best interests of the Trust at heart.
- ✓ Income from camp hire totalled \$55,368; an increase of \$3,500 from 2012.
- ✓ Expenditure for the camps totalled \$40,959; a decrease of \$3,841.
- ✓ Total Trust Funds amount to \$202,729 compared with \$130 301 in 2012.

### Planning

- ✓ The Trusts Strategic Plan has run its course and is due for renewing this year.
- ✓ All projects contained in its latest development stage have now been completed, with the verandah and cloak bay being the last ones finished. The Trust owes a debt of gratitude to Harry Hendry for his help with the painting of the cloak bay.
- ✓ 2014 sees the next stage in the ongoing development of Bannockburn Camp with connection to the town sewerage scheme and the repainting of the bunkrooms being two projects.
- ✓ An updating of our 10 Year Maintenance Plan by School Support is due.
- ✓ To adapt to changes in the availability of Trust personnel, the Trust is reviewing its Trust Deed to ensure it is operating legally.

### Personnel

- ✓ Mark Brady, Peter Ritchie, Jim Walton, Gray & Jill Campbell continue to make an outstanding contribution. The high standard of the amenities are frequently commented on by camp users.
- ✓ Trust administration continues to be very professional and efficient with reports presented clearly and timely. Thanks to Lesley, Jennifer & David for managing this.
- ✓ Trust members work together effectively and in cheerful spirit to provide valuable LEOTC experiences for our children and communities. Much of the work is rather mundane. To its credit the Trust continues raise its sights in improving the quality of the facilities. My thanks go to them all.

- ✓ Membership at the end of 2013 included,
 

Chairman	Murray Oats
Secretary	Marion Carter
Camp Bookings	Marion Carter & Enid Grant
Member (OPPA liaison)	Chris McKinlay
Camp Liaison Bannockburn	Steve Hayward
Camp Liaison Waianakarua	Enid Grant
Administration/Finance	Enid Grant

### **Life Education Trust - Verity Harlick and Bernadette Newlands**

Life Education Otago has continued to provide essential Health Education programmes to schools within Otago. We service 57 schools from Omarama in North Otago to East Otago and much of Dunedin City and the Peninsular. To date in 2014, 507 sessions have been run and 5018 students from preschool to years 0-9 have met Harold and our educator Richard Trow.

We have had new trustees join us this year and despite the loss of our Trust Administrator the Trust has continued to provide educational programmes, parent sessions and Harold visits to schools in our area.

Fundraising continues to be a major focus of the trust and trustees as it has become increasingly difficult to source grants and ensure we meet the expenses of the trust.

Many schools opt for an annual visit from Harold and the mobile classroom and once again this year we have had a number of schools inviting their local pre school to join sessions with Harold. Options for schools to personalize their programmes including staff and parent meetings mean we can tailor your Life Education experience to your school. We welcome any feedback on our programmes and the service we provide.

Thank you for supporting Life Education within your schools. We look forward to working with you again in 2015.

### **Resource Teacher's Literacy - Bernadette Newlands and Verity Harlick**

There are four Resource Teachers: Literacy working in Otago this year and they have worked with many of our children across Otago Schools in 2014. OPPA sits on the Management Committee for the two Resource Teachers of Literacy who cover the wider Dunedin area, including Dunedin city, East Otago, inland to Middlemarch and south to Taieri Beach and Mosgiel. All four Resource Teachers of Literacy cover a wide geographical area, which poses many challenges in supporting students in more remote areas.

On the local Dunedin and East Otago front Sue McMillan and Ngaire McInnes continue to do a wonderful job as our two Resource Teachers of Literacy. We would like to thank Verity Harlick and Arthur Street School for the excellent job they do hosting our Resource Teachers of Literacy and chairing the Management role.

The following points have been outlined in the re-vamped RT:Lit Practice Manual and the Resource Teachers of Literacy might be a good chance to share this information again with Otago Principals.

Here are the key points:

- Schools should refer their lowest children, particularly those struggling readers at Years 2 & 3. There is concern that Maori and Pasifika children are not being referred to the RT: Lit service, as they are under-represented, relative to their numbers across Primary School-aged children, in MOE returns.
- Early identification of potential difficulty leads to a timely and targeted intervention. Please do not leave referrals until the child is in Years 4 and above. Also, if a child is to be referred on from Reading Recovery, the protocols need to be adhered to. Once this has occurred, the children need to be referred to the RT: Lits quickly. We have had at least one case this year in which a child has missed out on 3 terms of tutoring because of tardiness.
- The RT: Lits also suggest that schools identify those children with poor oral language skills early, as addressing this need before they begin Reading Recovery and/or an RT: Lit intervention is often beneficial.
- A condition of an RT: Lit intervention is that teachers are willing to work collaboratively alongside the RT: Lit. Interventions may be direct (1-1 for a short, specified time), indirect (working with the teacher) or a combination of both. Therefore all teachers in any given school should be prepared to work with an RT: Lit. Children may be referred by one class teacher, but could be in a different classroom by the time their programme has begun or is complete.
- RT: Lit interventions are as well as, not instead of, an effective classroom programme. Struggling readers need mileage, i.e. lots of easy, familiar reading from their independent box. Ideally, children should be reading hundreds, if not thousands of words a day. This might include reading along with a taped story, and listening to the teacher read aloud, as well as reading their instructional reader to themselves and a buddy.
- Schools will be informed at the end of the year as to what the final status of their enrolled child(ren) is:
  - (i) Successfully discontinued – at or close to the expected National Standard.
  - (ii) Referred on – needs further intensive support from other services.
  - (iii) Withdrawn – the student is no longer able to receive RT: Lit instruction, e.g. may have moved out of the area.
  - (iv) Rolled over – the student is to be rolled over into the next year.

The RT: Lit Service has been reviewed this year and the Ministry have announced a 're-design', though we are still finding out more about how this will impact on us here in Otago. We will send out information to schools once we know more about any changes ourselves.

We would like to thank our hard working Resource Teachers of Literacy for the passion and commitment they bring to their role of supporting schools with their struggling learners and hope that the review of the service and any re-design enhances what is able to be offered to schools and students in the future.

### **Saturday Morning Music - Bernadette Newlands and Elizabeth Cleverley**

It has been another very successful and positive year for Saturday Morning Music Classes in 2014.

Numbers remain steady with around 600 students learning music through SMMC. Fees have remained at 2013 rates and through careful financial management SMMC has been able to balance our books and maintain a programme of instrument maintenance and also purchase new equipment as needed. There will, however, be a small annual fee increase for 2015. We would like to thank our retiring Treasurer, Bob Steel, for all the time and effort he has put into managing SMMC's finances so diligently for the past 20 years or more. He has also put a lot of work into grant applications over the years and this has been extremely helpful as we often rely on grant applications to help us purchase new instruments and music stands etc. We really appreciate all Bob has done for our organization and wish him well.

Sadly, another long serving and important member of our Management team, Connie Van Dyk, our Secretary has also resigned from her role with SMMC and she will also be missed greatly. Connie has also had a long association with our group and we have really appreciated all her work each Saturday morning and at our Management meetings.

In 2014 we have had centres operating at Cromwell Primary School, The Terrace School Alexandra, Elmgrove School Mosgiel, Bathgate Park School and George St Normal School. We also teach Let's Make Music at Mornington School and Tainui School. We appreciate the willingness of these schools to host SMMC and in particular George Street Normal School's help with our complicated payroll system. Issues with Novopay continue to be an ongoing challenge for our organization and Aart has put in many hours in this area.

As always we would like to express a huge vote of thanks to Aart Brusse who does a wonderful job as our Musical Director and overall coordinator and also of course to the large team of teachers who do a great job with all the students attending SMMC. We are very lucky to have such dedicated and enthusiastic musicians working with our students.

We would like to express thanks to our Management Committee, Connie Van Dyk our efficient Secretary, Bob Steel our conscientious Treasurer, Aart Brusse, Stephanie Hobbs and Barry Rutledge who organise the local Centres, Kit McCready who manages the instruments and all the Music teachers who attend Management Meetings each month on top of their busy lives and teaching jobs. Thank you for your commitment to SMMC.

A highlight for SMMC each year is the concerts that occur when the students have a chance to perform for others in groups and orchestras. The annual Demonstration Concert in the Town Hall in Term 3 was excellent and was enjoyed by everyone who attended.

Saturday Morning Music Classes are a great way for children to learn to enjoy making music and to learn to play a wide range of musical instruments. It has been a pleasure for Libby Cleverley and I to work with this team of dedicated musicians and teachers throughout the year and to see the benefits for children as they learn to play and enjoy music.

## **NZEI Principals' Council - Stephanie Madden**

The government's "Investing in Educational Success" policy has dominated the work of the council throughout the year. Council members organised local meetings, disseminated information and supported the work of the NZEI Executive in raising awareness of the far reaching implications of this policy. This resulted in the overwhelming vote of no confidence in the IES policy by members in Term 3.

Other areas that the Council prioritised for attention in 2014 were the lack of funding and support for children with special education needs and issues with property and Novopay. In May the council met with Cathy Maggiani, the Deputy Secretary of Education with responsibility for Novopay to raise ongoing issues faced by schools.

In 2015 the NZEI Rural and Teaching Principals' Conference is to be held in Otago from the 27<sup>th</sup> to the 29<sup>th</sup> of May. The venue will be the Crowne Plaza Hotel in Queenstown. A conference committee of Otago principals has been working throughout the year to plan what we believe will be a fabulous conference. The theme of the conference is "Truly Remarkable Learning" and will explore the teaching and learning practices that underpin Modern Learning Environments. Keynote speakers are Julia Aitkin, Mark Osborne and Sam Johnston. There will be visits to local schools and a wide range of practical workshops. We hope that local principals will take up this affordable and relevant professional development opportunity. Registrations are now open.

Please read the P2P emails from the council to keep up to date with current issues and for links to the latest NZEI information.

## **School Traffic Safety Group – Jennifer Horgan**

1. Cycle skills programmes underway in selected schools. Current model with NZTA funding. Second model considered – schools/parents contributing to cost.
2. Consultation underway on variable 40km/h speed limit outside certain schools.
3. Launch of school travel plan for Tahuna, Tainui and Musselburgh Schools.
4. Schools reminded of mandatory use of child restraints. Children now required to be correctly secured in an 'approved' restraint until their seventh birthday.
5. Scooter Safety poster available free to any school that requests it. Poster has tips on how to safely ride scooters. Email [cflahert@dcc.govt.nz](mailto:cflahert@dcc.govt.nz) with requests.
6. Schools to canvas communities for donations of bikes for community bike library.
7. Pick Up Drop Off –Tainui, Carisbrook and St Clair Schools to develop Pick Up Drop Off zones, following successful trial with George Street.
8. Raised platforms outside schools – leaflet to be produced with information on safest ways to cross on raised platforms
9. Review of school crossings – schools asked to review their manned crossings regarding kea crossing, school patrol, warden crossing as defined in NZTA School Traffic Safety manual

[http://education.nzta.govt.nz/data/assets/pdf\\_file/0010/9928/School-Traffic-Safety-Manual.pdf](http://education.nzta.govt.nz/data/assets/pdf_file/0010/9928/School-Traffic-Safety-Manual.pdf)

[School Community Officers and DCC are working on developing a template to help schools manage crossings with cones, using parent help.](#)

## **University of Otago College of Education (UOCE) Tertiary Liaison Committee - Hamish McDonald**

During 2014 there were several changes to the structure of both the programmes that are offered at the UOCE and the personnel structure providing the pre-service teacher training. On Tuesday 11 November delegates from the Otago Primary Principals Association met with members from the University of Otago to discuss what these changes include, possible implications of these changes on schools, the expectations around training programmes and school support, future directions of the University of Otago and who the key personnel in the primary teacher training programmes are. An update on these discussions will be made available through the OPPA newsletter.

## **Sponsorship - Andy Larson**

We wish to thank the following Business Partners who continue to support Otago Primary Principals:

- RICOH Grant Campbell
- OfficeMax Pam Perry & Scott Robinson
- ANZ Ivan Pali
- Furnware Saku Cunningham
- Heritage Steve Keegan
- Crombie Lockwood Patricia Still
- Activboard NZ Rebecca Copplestone
- Equico Jan Paterson
- Crest Grant Campbell
- Cyclone Ben Walker & Carly Nesbit
- Mazda Dunedin City Ford Robin Bain

## Otago Primary Principals' Association Presidents

1981-82	Don Buchan	1998-99	Dave McWhinnie
1982-83	Allan Pine	1999-00	Danny Knudson
1983-84	Ernie Collins	2000-01	Mary McDonald
1984-85	Steve Harris	2001-02	Richard Newton
1985-86	Lester Flockton & Jan Taylor	2002-03	Paddy Ford
1986-87	Tony Gilbert	2003-04	Alistair Campbell
1987-88	Roger Jefferies	2004 -05	Sally Direen
1988-89	Brian St John	2005- 06	Tony Hunter
1989-90	Betty Mackay	2006-07	Gary Tenbeth
1990-91	Clark Bragg	2007-08	Roz Miller & Andrew Larson
1991-92	Nola Hambleton	2008-09	Steve Hayward
1992-93	Wayne Langley	2009-10	Jenny Clarke
1993-94	Bob Gibb	2010-11	Bernadette Newlands
1994-95	Barry Hambleton	2012-13	Brent Calwell
1995-96	Joy Clark	2012-13	Whetu Cormick
1996-97	Owen Arnst	2013-14	Stephanie Madden
1997-98	Andy Larson		

### Presidents prior to 1980 included:

George Andrews

Bill McConnell

Stan Bagley

George McGimpsey

Noel Bracefield

Jeff Roydhouse

Gordon Churchman

Dave Sinclair

Owen Craig

Note: The Dunedin Primary Principals'

Ken Duncan

Association changed its name to the

Les Hercus

Otago Primary Principals' Association on

Noel Hudson

10 October 1991.

### **Otago Principals' Association Life Members**

Betty Mackay	1994
Brian St John	1997
Nola Hambleton	1999
Barry Hambleton	2000
Wayne Langley	2003
Danny Knudson	2005
Joy Clark	2005
Jan Taylor	2005
Mary McDonald	2006
David McWhinnie	2007
Lester Flockton	2007
Paddy Ford	2009
Andrew Larson	2010
Sally Direen	2013
Richard Newton	2013

### **New Zealand Principals' Federation Past President**

Nola Hambleton	1997-99
Paddy Ford	2007-08

### **International Confederation of Principals**

Nola Hambleton