



ANNUAL REPORT 2018

Annual Meeting Friday November 16th 2018

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- Jan Paterson
- Grant McLaughlan
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- Jeremy Botting
- Vanessa Clark
- Tony Weir
- David Oram

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Otago Primary Principals' Association Presidents

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Business Partners



**Annual Meeting & Seminar Day
19th November 2018
Dunedin Art Gallery
at 8.45am**

8.45 **Coffee, Welcome & Mix and Mingle**

9.00 **President's Welcome**

9.15 **Welby Ings**

10.30 **Sponsors & Morning Tea**

11.00 **Minister Hipkins**

12.30 **Sponsors & Lunch**

1.30 **Heidi Hayward: 2017 Ricoh Prestigious Scholarship Recipient**

2.00 **OPPA Annual Meeting**

2018 OPPA Executive Election results announced

2.45 **President's Happy Hour:** *Chris McKinlay, the OPPA President warmly invites you to stay, and share a drink and a nibble at the Art Gallery*

9.30 **First Time Principals Presentation:**

Congratulations to:

Acknowledgement of Retiring Principals

Best Wishes to:



Otago Primary Principals' Association

Agenda for Annual Meeting:

Apologies

Minutes of the 2016 Annual Meeting

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Financial Report

Sub-committee Reports

Election OPPA Executive members

OPPA Prestigious Study Award

General Business



Minutes
Otago Primary Principals' Annual General Meeting
11th November 2016

Hamish MacDonald welcomed everyone to the AGM and began the proceedings for the afternoon

Apologies:

Life Members Apologies: Nola Hambleton, Barry Hambleton,
Other apologies: Paddy Ford, Michelle BB, Stephanie Madden

It was moved that the apologies were received and accepted

Moved : Hamish Seconded: Chris Carried

Minutes of the 2015 Annual Meeting:

These minutes were moved as a true and correct record of the previous meeting

Moved by: Steve Hayward Seconded: Brent Caldwell Carried

Business Arising:

No matters arising

Correspondence:

Nil

Ricoh OPPA Prestigious Study Award:

President Hamish MacDonald, together with Grant Campbell and Matt Enright presented the 2016 Ricoh Prestigious Study Award to Tania McNamara.

Life Members Award:

John McKenzie presented Jenny Clarke with the Life Members Award.

John entertained us with all Jenny's skills and talents.

Congratulations to a very well deserved recipient.

President's Report: Hamish MacDonald

President Hamish MacDonald

He then read his report and moved its adoption.

Financial Report: Chris McKinlay, presented his report

Chris acknowledged the ongoing support and hard work of Sue Grave, from Fairfield School. The printed AGM booklet noted that the financial accounts were to be audited. At the date of the AGM, the Financial Report for 2015/16 have been audited.

Moved: Chris McKinlay Seconded: Debbie Smith Carried.

Sub Committee Reports:

Reports were received from the following Sub Committees

Reports:

Financial Report 2015/2016

Life Education Trust
Ministry of Education Liaison Committee
NZEI Principal's Council
Otago Outdoor Education Trust
Relieving Pool
Resource Teachers of Literacy Liaison
Saturday Morning Music
Seminar Committee Minister didn't attend the OPPA AGM due to illness
School Traffic Safety Group
Special Education Liaison Committee
Strengthening Families/Otago Youth Wellness Trust
University of Otago College of Education External Advisory Committee

It was moved that the sub-committee reports be adopted

Moved: Andy Larson Seconded: Verity Harlick Carried

Nomination for Treasurer:
Jennifer Horgan

One nomination therefore Jennifer was duly elected.

Election results for OPPA Executive 2017

Office Bearers:

Immediate Past President:	Hamish McDonald (Andersons Bay)
President:	Debbie Smith (Musselburgh)
Secretary:	Chris McKinlay (Elmgrove)
Treasurer:	Jennifer Horgan (East Taieri)

18 Nominations were received for the 16 places on Executive. The following members have therefore been duly elected.

Brent Caldwell (Mornington)
Jenny Clarke (Opoho)
Whetu Cormick (Bathgate)
Melanie Jewiss (Pine Hill)
Verity Harlick (Arthur St)
Steve Hayward (Green Island))
Jennifer Horgan (East Taieri)
Tony Hunter (Tahuna Intermediate)
Andy Larson (Fairfield)
John McKenzie (North East Valley Normal)
Stephanie Madden (Abbotsford)
Bernadette Newlands (Macandrew Bay)
Shelley Wilde (Tainui)
Jo Wilson (St Leonards)
Vicki Nicolson (Port Chalmers)
Jan Taylor (St Bernadettes)
Gareth Swete (Sawyers Bay)

New president Debbie Smith assumed the chair.

Debbie thanked Hamish for the fine work he has done as 2016 President.

General Business

Amendments to the Constitution:

Proposal to change Clause 6.1 and Clause 7.3

Motion:

'The Officers comprising the Executive shall be: President, Secretary, Treasurer, Immediate Past President and up to 16 other elected executive members.'
(rather than 12) has been removed

2. Proposal to change Clause 6.3 on how Treasurer is elected each year

Motion:

"The Treasurer and any other officers' required pursuant to clause 6.2, shall be elected by the incoming Executive at their first meeting from within the Executive members.
(Shall be elected at the Annual General Meeting) has been removed

3 Proposal to change Clause 7.3

Motion:

'In the event of there being more nominations than those required to fill the 17 available vacancies, a secret ballot will be held.'

Moved: Chris McKinlay Seconded: Bernadette Newlands Carried

First Time principals presentations – made prior to the AGM proper

Ros McQuillan Jones:

Greg MacLeod

Tim Cook

Kim Allan

Rosemary Smith:

Stacey Honeywill

Ros suggested that the OPPA may consider supporting FTP financially to attend their certificate presentations

Retiring Principals Presentations

Elizabeth Cleverley

Richard Newton (in absentia)

Congratulations to NZPF Executive Members

Whetu Cormack: President

Debbie Smith

First Meeting of the OPPA Executive

Thursday 18th February 2016

Meeting closed at. 2.47pm



2017 President's Report Debbie Smith

Tēnā koutou katoa

It has been my great privilege and pleasure to have been the president of the Otago Primary Principals' Association during 2017.

It certainly has been a year of challenges with COLS, the Education Act Update, lack of effective resourcing for our high needs children, continued compliance with changes in Restraint and Seclusion and Health and Safety legislation, to mention just a few, but it has also been a year of successes with the amazing Otago Polyfest, the wonderful Matariki Celebrations, exciting and innovative learning that is going on in our schools, and committed leaders who still manage to be positive and excited about educating their charges every single day.

2017 ends with great hope and excitement as our new Government leads change to our somewhat battered education system. With the constant and ever changing landscape we have faced over the past few years we can hopefully look forward to an education system that puts our children first, that builds on strengths of and knowledge from our leaders and teachers to provide rich and authentic learning opportunities that will excite and engage our tamariki to be creative, innovative, problem solving 21st century learners.

The OPPA has clear goals and strives to meet these goals each year.

Through our seminars we aim to promote professional learning for our school leaders. The Seminar Committee organised four excellent seminars in 2017. These seminars not only provide up to date professional learning, but also they are an excellent vehicle in which to network and get to know other local colleagues.

We are aware that not all leaders are able to get to our seminars so we have surveyed Principals of small schools to discuss possible ways to encourage U1,2,3,4 principals to attend the OPPA Seminars. The ideas that came from these discussions and surveys will be a focus in 2018.

A survey (yes another one!!!) has also been distributed to all the OPPA membership to ask for ideas for seminars next year that provide topics of interest for you. The results will be used to help with the planning for the 2018 professional learning topics.

I would like to take this opportunity to say a huge thank you to Jenny Clarke and her Seminar Team for the fabulous work they do to provide these opportunities for our membership.

Thankyou too, to the support we receive from our generous and loyal sponsors. We welcomed two more sponsors this year and look forward to their partnership with the OPPA in the future.

Your contributions enable us to do our core business in supporting our Otago Principals.

Another major goal of the OPPA is to provide collegial support and guidance for School Leaders

We know that our job can be a lonely and isolated one at times and it is so important to know that someone is just a phone call away. The Liaison Principal role has been reviewed this year and a commitment has been made by the Executive to contact all our Otago school principals termly, or more often if need be.

The employment of a Leadership Advisor and Principal Mentors to our Otago area has also been a bonus for our Beginning Principals. These networks are so very important for our Principal Hauora.

Last month we met with our Sub Association Presidents from COPPA, SOPA and NOPA to establish closer relationships between us. This too will help to build stronger collegial links with our Otago colleagues and we will continue this work in 2018.

A third goal of the OPPA is to keep the membership informed of educational developments. The Panui aim to keep our membership informed of what's current in the education landscape and I thank you all for the feedback I receive from these. It is important that you find that the newsletter is helpful and informative. Once again we are always looking for feedback to make things better.

The information we endeavour to send on to the membership is gained through executive members being on a number of liaison groups including the MOE, ERO, University of Otago, and NGO's. Regular meetings with these groups have established positive relationships with the OPPA and we make sure that our Otago Principal's voices are being heard through these liaison groups.

We are also very lucky to have strong representation in both the NZPF and NZEI organisations. Stephanie Madden is Vice Chair of the NZEI Principal's Council and Tony Hunter represents the Intermediate Schools on the Council. Whetu Cormick is the NZPF President again for 2018 and I have been fortunate enough to be re elected onto the NZPF Executive for another two years. The Otago Principal's voice is definitely heard at these national executive meetings.

I feel very humbled by my time as President to work with such committed, dedicated and knowledgeable colleagues, who have supported me and guided me through this year. We are extremely lucky in Otago to have such collegial, collaborative, passionate and skilled leaders leading our schools.

I would like to thank all the OPPA Executive, especially Chris McKinlay our Secretary, Jennifer Horgan, our Treasurer and Hamish McDonald our Immediate Past President, for their continued support and wisdom throughout the year. The Executive is a passionate and professional team of people who work tirelessly for the OPPA.

Finally, I would like to thank Andy Larson and Jan Taylor who retire from the OPPA this year for their long and dedicated service to the Executive. Their wisdom, their knowledge and their dedication to the OPPA will be sorely missed.

I would also like to express my best wishes for the incoming executive for the 2018 year. A special welcome to Greg McLeod, Jen Rodgers and Gareth Taylor who will join the OPPA in 2018. I look forward to supporting our new president, Chris McKinlay, and know that OPPA executive will continue to serve the schools and principals of Otago in the year ahead.

No reira, tēnā koutou, tēnā koutou tēnā koutou katoa.

AREAS OF RESPONSIBILITY – 2017 * denotes convenor

Education Review Office Liaison	* Hamish McDonald, Jo Wilson, Chris McKinlay, Jan Taylor
Ministry of Education Liaison	* Tony Hunter, Hamish McDonald, John McKenzie, Jenny Clarke, Chris McKinlay, Debbie Smith
Seminars	* Jenny Clarke, Brent Caldwell, Bernadette Newlands, Jennifer Horgan, Shelley Wilde, Debbie Smith
School Contact Liaison & Association Schools List	*Sue Grave (Fairfield School)
Special Education Liaison	* Brent Caldwell, Vicki Nicholson, Tony Hunter, Chris McKinlay, Debbie Smith
Strengthening Families / Wellness Trust/CYFS	*Jennifer Horgan, Verity Harlick, Jo Wilson, Mel Jewiss, Brent Caldwell, Vicki Nicholson, Jenny Clarke
Relieving Pool	Chris McKinlay (Elmgrove School)
Sponsorship	* Andy Larson, Jennifer Horgan
NZPF	Whetu Cormick, Debbie Smith
OPPA Email tree	* Debbie Smith (President), Brent Caldwell
Camp Trust	* Chris McKinlay, Steve Hayward, Bernadette Newlands
Website	* Hamish McDonald
Community Trust Liaison/ ICT	* Tony Hunter, Brent Caldwell, Jenny Clarke
Life Education Trust	*Verity Harlick, Bernadette Newlands
Snow Persons	*Jenny Clarke, Tony Hunter, Steve Hayward
R.T. of Literacy	*Verity Harlick, Bernadette Newlands
Saturday Morning Music	* Bernadette Newlands, Shelley Wilde
NZEI Principals Council	*Stephanie Madden
Maori Liaison	*Brent Caldwell, Mel Jewiss, Shelley Wilde
School Traffic Safety	*Shelley Wilde
Southern Property Forum MOE	*Hamish McDonald, Jo Wilson, Gareth Swete
Curriculum	*John McKenzie, Stephanie Madden, Hamish McDonald
External Advisory group OUCOE	* Hamish McDonald, Shelley Wilde, Verity Harlick,
Pastoral Care –	President – Debbie Smith Past President – Hamish MacDonald

Executive Members	Jenny Clarke, Jan Taylor
Keeping Dunedin Active	*Steve Hayward
Helpline	*Debbie Smith, Stephanie Madden, Hamish McDonald, Jenny Clarke,
RTL Cluster 39 Governance Group	*Tony Hunter
Health Board	*Jenny Clarke,
Otago Primary Sports Association	*Vicki Nicolson

2017 REPORTS:

2017 Financial Report – Draft at time of printing

Otago Primary Principals Association			
Financial Statement of Income and Expenditure			
for the year ended 31 October 2017			
2016	Opening Balances	2017	
14546.16	ANZ 00	14252.20	
38322.12	Term Deposit (ANZ01)	39423.82	
30548.66	Term Deposit (ANZ02)	31393.89	
83416.94			85069.91
	Income		
11588.91	Subscriptions	9525.00	
11095.22	Relieving Pool	11928.26	
0.00	Relievers subs	0.00	
4945.21	Miscellaneous	260.87	
36.92	Bank interest	19.44	
1946.93	Investment interest	\$2,313.80	
18625.00	Sponsors	21413.04	
13634.89	Seminars	10365.25	
	Accruals*		
7575.60	GST received	7776.36	
69448.68			63602.02
	Expenditure		
10065.7	Relieving Pool	11099.58	
17401.12	Seminars	12302.65	
2092.46	Miscellaneous	1348.42	
1417.5	Treasurer/Secretary	1464.12	
245	Tolls/Stationery/Website	300.00	
554.43	Travel costs	126.42	
1027.43	Refreshments & Gifts	1210.44	
2190.45	Conferences	2608.70	
11952.72	Conference Subsidy/Moot	6395.64	
1879.12	Meeting Expenses	5198.27	
997.76	Bank, Tax & Audit fees	1085.90	
8000	Scholarships	8000.00	
4767.91	GST payable	4423.57	
4603.08	GST Paid PE	3743.08	
0	2013 Unpresented Chq	0	
0.03	Rounding adjustment	0.01	

67194.71			59306.80
2253.97	Surplus/(Deficit) for financial year		4295.22
	Funds available are represented by the following:		
14252.20	ANZ 00		18720.61
39423.82	Term Deposit (ANZ01) @2.75% M/D 11/9/2017		40495.34
31393.89	Term Deposit (ANZ02) @3.15% M/D 16/03/2018		32636.17
85069.91			91852.12
* Accrued Income			
Check	Opening Balance	\$14,252.20	
	Plus income	\$63,602.02	
	Less Expenditure	\$59,306.80	
	Less Interest Term Investment	\$2,313.80	
	Matches Bank Statement	\$16,233.62	

Life Education Trust Coastal Otago

Once again the Life Education Trust of Coastal Otago has continued to deliver engaging Health Education programmes within Otago from Dunedin city all the way up the coast up to Omarama in Nth Otago. This area includes the Otago Peninsula and West Harbour schools, East Otago and North Otago. The Heartland Cluster visits the rest of Otago, including South Otago and Central Otago from Kaikorai Valley onwards. We bring the Mobile Classroom and Educator right to the school's door in most cases and the children really enjoy having Life Education and Harold in their school.

Our Trust visits 57 schools, some of them annually and some every two years. We have a goal to visit all the schools in our area regularly and to increase the number of schools we see annually if possible. If the Educator has time available early childhood centres can come and visit the mobile classroom too and Maria, our Educator has hosted a few kindergartens this year. Maria and Harold also enjoy supporting local fundraising events such as school fairs and charity events.

Maria Sinclair is really enjoying her role in the mobile classroom and she has been working in this role for over a year now. Maria sends out a newsletter to all schools in our area twice a year at least and this is a good way of keeping up to date with what is going on locally with Life Education. This year Maria will have delivered the Life Education programme to over 5000 children in our area.

We have been continuing to work hard on our goal of become a high performing Trust.

We also continue to fundraise to try and secure the money we need to upgrade our Mobile Classroom to a 3G Interactive Digital space. Funds are proving quite elusive however and the cost of the upgrade keeps increasing. We are hopeful this work will be able to be done next year.

Bernadette Newlands and Verity Harlick

Ministry of Education Liaison Committee

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.

Agenda items are requested through our Otago Primary Principals newsletter. This group fosters a positive relationship with the Ministry of Education so that we can do our best for our Otago principals, schools and our children.

Tony Hunter

NZEI Principals' Council

Major areas of work for the Council in 2017 have been the Better Funding campaign, the review of CoL's, work on developing the career frameworks and principal hauora. Hot issues from around the country have also included funding support for students with behaviour and learning needs, and teacher supply.

Results from the Principal Wellbeing Survey have raised significant concern around the hauora of our colleagues across the country. Particular areas of concern are workload, violent and threatening behaviour towards principals and racism faced by Maori and Pasifika principals. Working parties have been set up to find ways to implement the recommendations in the report. We are collaborating with Te Akatea and NZPF in this work. Data from the report provides evidence of what we know is a growing problem. I would urge all Principals to participate in the 2018 survey.

The Principals' Collective agreement will be re-negotiated at the start of 2018. The priorities for NZEI are time to do the job, remuneration and career pathways.

Please keep up to date with what is happening by reading the Principal to Principal emails.

Stephanie Madden

Otago Outdoor Education Trust

The Trust continues to maintain a solid financial position that has been further enhanced by the proceeds from the sale of camp Waianakarua.

The sale of the Waianakarua camp site did have a number of issues including confusion around the actual boundaries of the camp. The legal costs associated with the delay this caused and the costs associated with resurveying the boundary have meant much higher expenses than anticipated from the sale proceeds. The camp was finally sold to a private buyer for \$220,000 in early 2017.

Demand for the Bannockburn camp has remained high with a slight increase in income compared to last year. The trust relies on considerable grant funding to maintain and improve our facilities. The Trust enjoyed the support of funding providers during the 2016/2017 camp year including The Central Lakes Trust, Otago Community Trust, The Bendigo Valley Sports & Cultural Foundation, The Trusts Community Foundation Limited, The Kingston Sedgefield Trust, The Dunedin Casinos Charitable Trust and the AAW Jones Charitable Trust. Altogether these Trusts contributed \$69,205 in support of the camp projects.

Projects that have been undertaken include the replacement of the existing sewerage system with a connection to the town scheme, the removal of trees along the northern boundary that were deemed a risk to walkers on the council walkway, repainting and recladding some of the camp facilities.

The buildings and grounds continue to be maintained to a pleasing standard including the swimming pool. Property matters are dealt with promptly by the camp caretaker and pool caretaker. Communication on property matters is efficient and the Trust is kept up to date and in the picture so that appropriate decisions can be made.

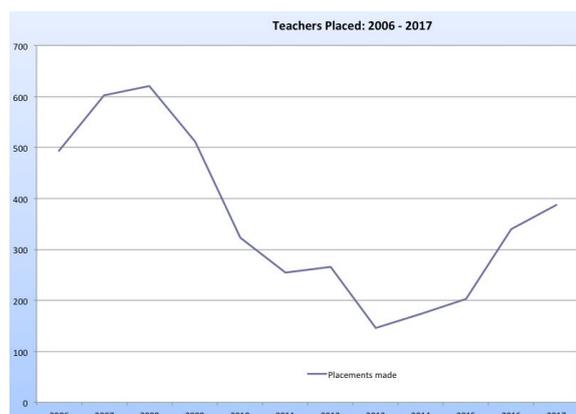
We have recently employed the services of School Support as our project managers for more substantial projects coming up including wheel chair access, emergency lighting, further insulation and recladding which should increase the camping season for the camp.

Chris McKinlay

Relieving Pool

The OPPA relieving Pool has continued to operate successfully, providing a very useful service for the schools that choose to join. 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. Helen has placed 387 relievers since the start of the year to 24th October 2017, which is another increase on 2016. We are still finding that a number of schools are contacting the relieving teachers directly.

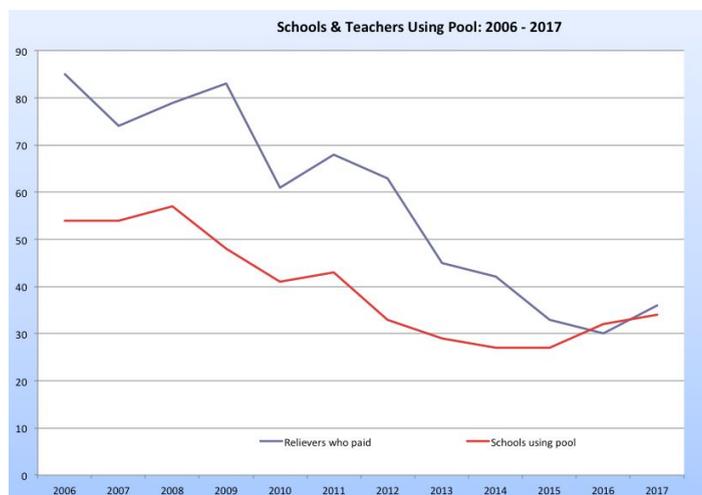


There were 48 occasions during this period when we were unable to fill the required placements. This is double the 2016 figure of 24 unfilled positions and is a real concern for the pool.

The Pool has 36 relievers who have paid for the year but this fluctuates as relievers get short or long term work. We currently have 29 available relievers at the beginning of November.

All relievers are safety checked and schools are notified of who their reliever is for the day. They are then responsible for checking the reliever's identity when they arrive.

This year 34 schools have used the relieving pool to date, there are 36 schools who have subscribed and paid for the year.



Helen has noted that this has been the most difficult year she has experienced for placing relievers due to demand. We are conscious that we need to increase the number of teachers available if we are to continue the smooth running of the pool.

This year the administration of the Pool has shifted from Waikari School to Elmgrove School. I would like to thank Bryce Horgan and Glenda Sargeant for the years of service they have given to the administration of the Pool. Annette Reynolds has now picked up this role and we appreciate her work on this going forward.

Chris McKinlay

Resource Teachers of Literacy Liaison

During 2017, referrals have been received from 26 schools across the cluster. We have around 52 schools who could refer to our service in this cluster area. Our Resource Teachers of Literacy have continued to follow a more indirect support model, working with staff and teachers within the school and classrooms, providing advice, guidance and resources. The RT: Lits determine which type of support would best meet the needs of the referring school and fewer students are now being taken for individual lessons. Resources continue to be loaned to schools and as such referrals for resources have increased.

A review of the RT Literacy service via a recent survey of our Cluster schools has provided information to help us support schools in the future and the Management Committee are looking at providing PD again in 2018.

On behalf of the Management Committee we'd like to thank our RT:Lit's for their continued hard work and passion in regards to all things Literacy and the other members of the committee for their time and energy in support of the work of our Resource Teachers of Literacy.

Verity Harlick and Bernadette Newlands

Saturday Morning Music Classes

It has been another very successful and positive year for Saturday Morning Music Classes in 2017. Our numbers remain steady with around 600 students learning music through SMMC in Dunedin, Mosgiel and Central Otago. We have had the funds to buy some very exciting musical instruments to add to our musical stock this year, which is great as it means our students can hire these instruments at very reasonable prices for the year.

In 2017 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.

As always I 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.

I would like to express my thanks to our Management Committee, Leigh Brusse our efficient Secretary, Gordon Hudson our highly efficient Treasurer, Aart Brusse, Stephanie Hobbs and Barry Rutledge who organise the local Centres, Libby Cleverley our Co-Chairperson and all the Music teachers who attend Management Meetings each month on top of their busy lives and teaching jobs. We also want to especially acknowledge Kit Macready who is retiring at the end of this year. Kit has looked after the instruments and enrolments for many years. Thank you to everybody who shows such an ongoing commitment to SMMC.

A highlight for SMMC each year are the concerts that occur when the students have a chance to perform for others in groups and orchestras and this year's Demonstration Concert at the Dunedin Town Hall was the usual outstanding success. It is always great to see the SMMC students performing in front of an appreciative audience and sharing their talents and musical skills.

2018 will be a very special year for SMMC as it will be the 50th Anniversary of SMMC. A special piece of music is being commissioned for next year's Demonstration concert and there will no doubt be some special celebrations to mark 50 wonderful years of Saturday Morning Music Classes in Otago.

Saturday Morning Music Classes are a great way for children to learn to enjoy making music and are such an affordable way 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.

Bernadette Newlands

School Traffic Safety

The School Traffic Safety Group is comprised of representatives from a wide range of organisations and continues to meet each term with transport related personnel working for the Dunedin City Council. Organisations represented include:

- Otago Primary Principals Association
- Dunedin Secondary Schools Partnership
- Kindergarten Association
- Police School Community Officers
- NZ Transport Agency
- Public Health South ~ Health Promoting Schools
- Students Against Dangerous Driving
- University of Otago ~ Built Environment and Active Transport to School Study.
- During 2017 the topics discussed have included:
- Priority listing of schools
- Bikes in Schools programme
- Cycle Skills programme
- Road safety programmes
- Speed management
- Signage
- Built Environment and Active Transport to School Study findings.

The work of this group continues to be aligned with the four pillars of the Safer Journeys Action Plan. These pillars are safe road use, safe speeds, safe vehicles and safe roads. Initiatives and updates of particular significance to Otago primary schools this year are:

- DCC contracts signed off by contractors undertaking maintenance works near schools, now contain a 'notify / discuss / consult with local schools' section.
- Clued Up Kids has been operating successfully in the Waitaki area and focuses on Year 6 children becoming more aware of personal safety, learning how to react in dangerous situations, knowing what role the emergency services play, and fostering citizenship. Public Health South is considering introducing a similar interactive programme in Dunedin.
- A final draft of the Speed Management Guide is being discussed at a national level and includes reference to 40kph zones around all schools.

- How to Walk the Walk (a guide to crossing Dunedin's streets) is available to help schools and communities learn about the increasingly diverse range of crossing styles.
- The Cycle Skills Project was a three year project that has been completed and there is no new funding available. Police Education Officers will continue to support cycling education whenever asked to by schools.
- The Bikes for Schools Project is not funded at present either. It is possible that the Otago Community Trust will be approached in relation to support for this project.
- Police School Community Officers are looking into the possibility of providing schools with 'courteous parking' signs that would remind drivers of their safety responsibilities.
- It is heartening to know that a wide range of organisations are committed to improving traffic safety around our schools, and that the Dunedin City Council is continuing to provide a regular forum during which queries, updates, successes and concerns are shared. One of the most important aspects of the work undertaken by this group is ensuring that co-ordinated and integrated approaches are utilised.

Shelley Wilde

Seminar Report:

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

To launch the year's programme of professional support and development, the seminar team hosted an evening of collegiality and networking in the convivial surroundings of the Dunedin Art Gallery. Ian Griffin – Director of the Otago Museum presented an interesting talk and media presentation about the Southern Lights on the world's first' aurora flight. Sponsors enjoyed the opportunity to engage with principals and other school leaders in the informal setting.

Forty school leaders attended the Term 2 seminar 'Knowing the Exceptions' – a seminar aimed at increasing educators understanding of exceptionally able students and their particular learning, social and emotional needs. Amadeo Enriquez Ballesteros (Otago Museum) was a perfect keynote speaker who emanated the passion and curiosity (and knowledge) that is often seen in exceptionally able learners. Susan Scharpf and Natalie King offered knowledge and expertise from a theoretical and practical perspective. Other local and national experts added to the programme to give a broad spectrum of information about gifted and talented education - Pamela Secombe (Early Years and transitions to school), Jilly O'Brien (Twice Exceptional) and Janelle Riki-Waaka (Te Ao Māori giftedness). Each brought thought provoking insights related to their own area of expertise. An after-school session offered teachers an informative history about gifted education and a range of practical ways to cater for exceptionally able learners in a mainstream class from Scott Klenner (former Pakiki Kids School teacher). The day was hosted in collaboration with DNI/Pakiki Kids and partly funded by a donation from the former Pakiki Kids Charitable Trust.

The third term seminar 'Birthday Bash - NZC Turns 10!' was reasonably well attended by school leaders, with the curriculum sessions for teachers being exceptionally well attended. The unanticipated scheduling of the Ministry of Education Roadshow about the draft Digital Technologies curriculum may have stolen the impact of the seminar's secondary focus about the upcoming addition to the NZC document! Mark Osborne's keynote presentation 'Learner Agency and the Rich Curriculum' was especially well received as in his usual personable, well-informed and practical style, Mark seems to be

able to inspire both experienced and not-so-experienced school leaders into innovative territory to strengthen schools for the future.

Julie McMahon and a team of innovative future focuses educators Iain Cooke-Bonney, Bill Boyes, Lisa Byers and Rebecca Allnut presented 'Digital Bites' - some theoretical insights and hands-on opportunities related to the draft Digital Technologies Curriculum, and Philippa Dick highlighted project based learning opportunities both plugged and unplugged, creative problem solving projects that also reflect the intentions of the draft DT curriculum.

John Neumogen (Art Gallery/DCC) Davina Hunt (Musselburgh School) Alison Caldwell (St Clair School) Emma Murdoch (Morningson School) provided informative and well received sessions for teachers. These presenters reminded teachers and school leaders of the importance of, and practical suggestions related to the Arts, Social Sciences and the PE/Health curriculum, and encouraged teachers to continue to offer learning that reflects the richness of the NZC.

Tim Bell a computer scientist from University of Canterbury and Professor Mark Henaghan Dean of the Faculty of Law University of Otago offered inspiring keynote presentations at the 2017 annual meeting. As the 2016 Prestigious Award recipient Tania McNamara, principal of Milton Primary School, concluded the addresses for the day.

Income for 2017 was \$16 930 and expenditure was \$10 865 (these figures do not reflect the costs for the annual meeting).

Thank you to the sponsors for attending our seminars, for promoting available products and services, and for your general support of schools. Your support enables OPPA to offer ongoing professional learning and development to school leaders.

Special thanks to seminar team members Jennifer Horgan, Bernadette Newlands, Debbie Smith, Jan Taylor, Tony Hunter, Brent Caldwell and Shelley Wilde for their work, the energy each brought to their roles on the team and unfailing support to secure engaging, inspiring and relevant presenters to support school leaders. Special mention of Jan's significant contribution to this committee over many years is appropriate as she offered endless support to the group, knowledge of topical issues for consideration, attention to detail in hosting guest presenters, and for sourcing and presenting uniquely Dunedin koha with style. We will miss her experience, wisdom, good humour, commitment and caring.

Jenny Clarke

Learning Support OPPA Liaison Committee

Members of the SE/OPPA liaison committee in 2017 were: Vicki Nicolson, Tony Hunter, Chris McKinlay, Debbie Smith, and Brent Caldwell.

Gary McClintock, Sally Ellison and Bill Gilmore represented Special Education.

RTL Manager Connor represented the Coastal Otago Cluster

A number of issues have been discussed in 2017 including the Special Need Update, intensive wrap around services, crisis response, excluded students, LLI supports, ORS students and moderations, Learning Support staff attrition and the downstream effects on service provision.

As in 2016, intervention and special needs transitions from the Early Childhood sector remain a priority for the group is to work on.

Patrice Connor has kept the us up to date with RTLB developments. The service continues to change and evolve as greater demands are placed up the RTLB service to not only deliver learning and behaviour support but also take the lead in other areas e.g. Incredible Years, Gateway assessment etc.

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

Brent Caldwell

Strengthening Families/ Oranga Tamariki/ Otago Youth Wellness Trust/ Police

Strengthening Families

2017 focus for the Strengthening Families network for Dunedin - broadening of day to day process delivery of the SF support for families/whanau, young people and children to a systemic linking of sectors involved in this work (both community and government) has led to development of Dunedin Children's workforce that has most recently been ratified by the SF network in Dunedin. This work has arisen from the developing of Dunedin Community Advisory Panel - the aim of which has been to foster families'/whanau well-being by providing advice, informed strategies that can advance and support the Partnered Response (MoC), Partnered Agencies and Strengthening Families processes.

Dunedin Children's Workforce Development Executive Summary below outlines direction SF with Runaka and Oranga Tamariki partners are looking to move:

Executive Summary

Strengthening Families has been operating in Dunedin for the past 18 years. The structure in place for Strengthening Families that has worked effectively includes a local management group, an operations group, a community advisory panel, a practice managers group, lead agencies, a coordinator and supported Strengthening Families facilitators.

Change from Child/Youth and Family to Ministry of Children – Oranga Tamariki provides an opportunity and clear encouragement for the whole of community to put children at the centre of everything that we do.

Recently released Strengthening Families Guidelines encourages the good practice approach of; designing services and facilities that support accessibility to services for families, using a collaborative approach across services and agencies and engagement in community practice further reinforces the need to consider different models of service delivery.

Following outcomes sought:

- Health & safety, educational & social outcomes of vulnerable children are improved through interventions that support their family/whanau to connect to agencies and meet needs of those children.
- Family/whānau report they feel stronger, more connected to and able to access and engage with services in their communities.

- Community organisations and government agencies report that working in an integrated way has improved results for vulnerable children and their whānau.
- Families/whānau report that they have been offered a holistic process to address needs and help them support their children/young people.
- Development of a proposed service delivery model has been endorsed by Oranga Tamariki, Strengthening Families and Runanga o Ōtākou. The service delivery model developed has a focus on;
 - Challenging systemic barriers
 - Screening and assessment
 - Practice and professional development
 - Being child centred within the context of their family/whānau

Oranga Tamariki

Oranga Tamariki are in a change process at present.

Release of the new Practice Framework for Oranga Tamariki which is to be announced to staff in the next few weeks and is going to be put in place between Feb and Sep 2018. This will be significant in that it will clearly give social workers information and guidance about what is expected of them in engaging and working with children, their families and the communities they live in.

Updated 'Working Together Interagency' booklet available. Schools able to request hard copies.

Otago Youth Wellness Trust

Any issues around attendance, school engagement - contact Tina Moir at OYWT

See website for general information about attendance, school policies for attendance, etc

<https://education.govt.nz/school/managing-and-supporting-students/managing-student-attendance/attendance-service-application/>

Police

Concern regarding traffic congestion around schools and lack of consideration from many parents around parking.

Importance of parents being aware of dangers of social media, internet and cell phones

Jennifer Horgan

University of Otago College of Education External Advisory Committee

The University of Otago College of Education External Advisory Committee met during Terms 1 and 4 in 2017. The advisory committee consisted of several representative from various parties of interest in the direction of the UOCE. Throughout the year topics of discussion included the direction and structure of the undergraduate and post graduate teacher education, reviews and developments, practicum requirements and the Initial Teacher Education Year plan for 2018. Should you wish to make contact with the staff at the University of Otago College of Education, their contact details can be located on the University website (<http://www.otago.ac.nz/education/staff/>).

Hamish McDonald

Curriculum Committee

The newly established curriculum committee was formed to address the woeful lack of professional development available to maintain teachers' curriculum knowledge and skills. The committee sought a trial using the new PLD delivery system to fund professional development in mathematics. We worked with the University's Advisory Service to seek PLD funding to ensure the long-standing maths symposiums and lead teachers meetings could continue.

Our first application was unsuccessful but we got 180 hours on our next approach.

At the time this report was written, two lead teacher meetings and a symposium had been held, both with good attendance.

So the trial has worked and a precedent has been set for clusters of schools, small and large, to apply for PLD funding to ensure worthwhile existing professional development programmes can continue.

John McKenzie

Ministry of Education Southern Regional Infrastructure Sector Forum

During 2017, the Ministry of Education operated two South Island Property Forums, one in Dunedin and a second in Christchurch. This provided an opportunity for education sector stakeholders to gain an insight and understanding of current and future directions of the Infrastructure Sector. Topics of discussion included Health and Safety, Transport, Helios (the property portal), furniture and equipment, 5YA and 10YPP. The format of the forums is structured but open, and Ministry staff are genuine in their desire to gather feedback from sector representatives.

Hamish McDonald and Gareth Swete

Otago Primary Schools Sports Association Report

OPSSA has continued to organise sports events in Otago in 2017. The Cross Country events in September were organised through schools as Sport Otago no longer is able to provide staffing for this.

The Athletic Sports are still to be held, again relying on teachers from within schools to provide the organisational support and expertise. These events require many hours of organisation and then people power on the day. Schools need to be providing teachers and adult helpers to marshal events, without this support, it is becoming increasingly difficult to run a full athletics programme. While schools need to have adult cover for their competitors, the greater good also needs adults who can marshal and support the actual events. We thank the schools that routinely provide many adults for this role however; it does need to be a shared responsibility.

This small group of committed teachers is dedicated to organising quality events and the OPPA thanks them for their organisation and support of sport in Otago.

Vicki Nicolson

Coastal Otago RTLB

This year has been extremely busy for the cluster and the RTLB, it has been a time of working together with new staff and a fairly new manager and really establishing ourselves as a team. Some of the things that have been happening within the cluster include:

A major focus for 2017 was the ERO review of all 40 RTLB clusters. We welcomed our ERO visitors at the end of Term 2. Prior to the visit was an excellent opportunity for Patrice to work closely with the leadership team and RTLB to finalise the writing of our Policies and Procedures document. The two reviewers were with us for 4 days and we were very thoroughly questioning about our practice and work with students, teachers and schools. Our feedback was excellent and we as a cluster felt very proud of this. We need to acknowledge the fantastic support we received from Principals, SENCO, teachers and many others who gave up their time to attend sessions with the reviewers.

Staffing has been a focus of 2017. In Terms 1 & 2 Ngaire van Midden took sick leave and at the end of Term 2 she resigned. We employed Tania Hammond for these two terms, and she has ended up with us for the whole year, doing a great job with schools. Matt Tofia also resigned at the end of the second term to take up the Principal position at Sara Cohen. We have two new RTLB beginning at the start of 2018 and Tania McLay is moving from Balclutha to our North Dunedin office at this time also.

Arran Wilkinson and Liza Wilson have recently successfully completed the final year of their study. Next year we will have one new RTLB in study.

PB4L has continued to be a focus throughout 2017 with RTLB working with 3 schools on the first year of the unfunded three-year development. This is going well and we are looking forward to continuing with this in the future.

Claire Hewitt and Jane Chartres have run two IYT courses in Dunedin this year, the first was for Primary teachers and the one they are concluding at the moment was a first for them as it included both Early Childhood and Primary teachers.

Another area of growth for the Cluster is Bilingual Assessment, to meet the needs of the new Syrian refugees as well as other students who require support due to language challenges. We have developed a team of 4 RTLB who meet regularly to prioritise BAS referrals and then carry these out to ensure students have the appropriate programmes and support in place to ensure success.

RTLB have attended a range of Professional Development throughout the year that continues to support and develop their knowledge and skills. Sam Weepers attended Hui A Tau in Christchurch at the end of Term 3 and we had three RTLB attend the PB4L Conference earlier in the year.

I have recently received the National RTLB Satisfaction survey for the Coastal Otago Cluster and I am continuing to work through this however I was very pleased with the feedback recorded from the 116 responses. The majority of responses indicated that we provide a "very good service" and supported the need to ensure the service continues and is staffed to meet the increasing needs that students and schools are experiencing.

Patrice Connor - Cluster Manager & Tony Hunter Lead School Principal

Education Review Office Liaison Committee

During 2017 the ERO liaison committee met with Jane Lee and were given the opportunity to discuss developments within ERO and the Education Review Office. The Education Review Office is continually updating material on the ERO website (www.ero.govt.nz) and remind schools that National Evaluation Reports and National Evaluation Topics are available on this site. If a school has questions regarding their impending ERO visit, or would like to know anything about the Review Process, please contact their local Otago office.

Hamish McDonald

2018 OPPA Executive Members

Debbie Smith, Chris McKinlay, Jennifer Horgan, Brent Caldwell, Jenny Clarke, Verity Harlick, Steve Hayward, Tony Hunder, Mel Jewiss, John Mackenzie, Hamish McDonald, Greg McLeod, Stephanie Madden, Beranadette Newlands, Vicki Nicolson, Jen Rodgers, Gareth Swete, Gareth Taylor, Shelley Wilde and Jo Wilson.

Otago Primary Principals' Association Presidents

		1999-00	Danny Knudson
1981-82	Don Buchan	2000-01	Mary McDonald
1982-83	Allan Pine	2001-02	Richard Newton
1983-84	Ernie Collins	2002-03	Paddy Ford
1984-85	Steve Harris	2003-04	Alistair Campbell
1985-86	Lester Flockton & Jan Taylor	2004 -05	Sally Direen
1986-87	Tony Gilbert	2005- 06	Tony Hunter
1987-88	Roger Jefferies	2006-07	Gary Tenbeth
1988-89	Brian St John	2007-08	Roz Miller & Andrew Larson
1989-90	Betty Mackay	2008-09	Steve Hayward
1990-91	Clark Bragg	2009-10	Jenny Clarke
1991-92	Nola Hambleton	2010-11	Bernadette Newlands
1992-93	Wayne Langley	2012-13	Brent Caldwell
1993-94	Bob Gibb	2012-13	Whetu Cormick
1994-95	Barry Hambleton	2013-14	Stephanie Madden
1995-96	Joy Clark	2014-15	Elizabeth Cleverley
1996-97	Owen Arnst	2015-16	Hamish MacDonald
1997-98	Andy Larson	2016-17	Debbie Smith
1998-99	Dave McWhinnie		

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
Alistair Campbell	2014
Steve Hayward	2014
Jenny Clarke	2016

New Zealand Principals' Federation Past President

Nola Hambleton	1997-99
Paddy Ford	2007-08

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