

## Federation Flyer 2015



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## President's Message

Federation Flyer 20 – 30 July 2015



Tēnā koe

As you will see from the list below, this week's Flyer covers a very broad range of topics. I am hearing that the information you have on these topics is not necessarily clear to you, nor is it well understood. That is why I am covering them here in the hope that it will help you better understand the material coming across your desk.

Before I talk about the list, I want to remind you again to attend the *Joint Initiative (JI)* meeting in your area so that you can give guidance to NZEI as to whether you want the *JI* to proceed to bargaining and if so what you do and don't want negotiated in the bargaining process. We sent out a Q&A late last week to help you identify differences between the *IES* policy and the *JI*.

This flier covers updates and information on:

Snapshot Survey	NZPF Elections	SMS Consultation
School Audits	Education/ Disability Advocacy	Rural Matters
NZSTA Principal Appointments and Appraisal Endorsements	ERO Principal Appraisal Audits	Health and Safety
Police Vetting	Te Akatea Conference	

### Snapshot Survey

NZPF forms positions on important issues affecting schools, in response to the ever changing Education landscape. These official positions then inform our advocacy with various groups such as the Ministry of Education, or with politicians.

From time to time we need to check in with our members to ensure that we continue to represent the widest possible view.

There are two such "positions" that we wish you to consider in a survey we will send out next week, namely national standards, and the PaCT.

### NZPF Elections

Yes, it's that time of the year and as we now elect executive members for a two year term (president and vice president are elected annually) it is important that we are able to consider as many worthy candidates as possible to make our election a robust democratic process. If you feel you can offer expertise at the national level, or you know of someone who could, it's time to [nominate](#) and return the form to us by 5 August.

### SMS consultation

NZPF has a number of concerns about the SMS review currently being undertaken by the Ministry and we are shaping a position on this issue. We will share that with you as soon as it is completed. You may be engaging in SMS consultation as part of the review so here are some issues to consider:

- We agree that data sharing is important as students move between schools
- Many of us have spent many thousands of dollars developing our own SMS systems to suit the needs of our schools and our students
- There is potential for misuse of a centralised system to which the Ministry has access
- The Ministry will have access to PaCT data

### School Audits

Thanks to your very helpful feedback from our "log jam" survey I learned about the excessive number of requests made by your school auditors for information which you have already provided.

As a result I have met with Jane Rogers, Office of the Auditor General (OAG) to raise our concerns. She was unable to offer insight into that particular problem but will be raising it with the auditors.

Just for your information, the OAG has requested that auditors investigate the use of schools' locally raised funds as they are wanting more information on this.

### **Education/ Disability**

Last year NZPF and members of various disability and parent groups tried to progress a meeting to discuss concerns from the different perspectives. Unfortunately, for a number of reasons, this stalled. Earlier this year some sector heads and disability groups leaders met to see if we could work together to find common ground to advocate for changes to the Education Act. We are continuing this work.

### **Rural Matters**

NZPF has a team within the executive, dedicated to the advocacy of rural principals. During the NZPF conference, members of this team and myself met with a group of rural principals who have become a focus group to give us a clear picture of how education policies impact on our rural schools and what other issues create advantages or disadvantages in rural NZ schools. I want to thank those rural principals who contributed to this process which has given us the kind of information we need to be stronger advocates for you. Actions taken include:

- I have requested that David Wales from the Ministry deliberately seeks the rural voice through the special education review process
- NZPF has a representative on the Rural Education Reference Group (RERG)
- We are doubling the number of Don Le Prou awards annually for U1-3 principals so that more rural principals can access PLD and attend the NZPF conference. This is a provision of the new NZPF conference organisational procedures
- We have successfully advocated for a rural principal advisor in Northland, who has been appointed. The position is currently being evaluated and we are now lobbying for principal Support Advisors across the country
- The rural consultative group has helped us clarify our thinking on issues such as equity which will guide our future work

### **Endorsement of Consultants who carry out Principal Appraisal and Appointments**

Last week I attended a workshop, led by NZSTA, for consultants who wish to seek NZSTA endorsement to carry out principal appraisal and principal appointments. All such consultants must attend a workshop and are required to submit evidence of their processes which NZSTA checks against the legal requirements and best practice.

NZSTA provides a number of HR tools to help with a principal's appraisal and with appointments.

Of importance is that principals will now need to be appraised against Practising Teacher Criteria (PTCs), and this is not well known.

In preparing for your next appraisal, note that it can be useful to use a single piece of evidence to satisfy multiple PTCs. Note also that PTCs can only be signed off by a teacher with a current practising certificate, which likely rules out your BoT chair or indeed an appraiser. You will have to engage a member of your leadership team to do this.

I have met with ERO to clarify how they will treat the new requirements for the remainder of 2015. Their response is that it would be a formative process and EDUCANZ would have a role in communicating the requirements to principals and BoTs.

### **ERO and Appraisal Audits**

ERO has been contracted by EDUCANZ to conduct audits of 10% of the new and renewed practising certificates to ensure that they achieve a reasonable and consistent standard. ERO already undertakes a moderation process for appraisals but generally examines a sample of appraisals rather than 10%. They believe that in time they will accommodate the increase in a manageable way.

### **Health and Safety**

The 'Health and Safety Legislation' has now emerged from the select committee process and we expect that it will be passed into legislation by October/November of this year, ready for implementation in 2016. The Ministry is currently updating its powerpoint and website information to incorporate the changes. The sector heads have been invited to inform work being done to develop training for principals in 'Health and Safety'.

We are aware that there are some groups/companies offering "products" to help schools implement the new work & safety requirements. Be aware that there are free resources already available to do this through [Worksafe Schools](#). We suggest you use this time to review your current processes.

### **Compliance with Vulnerable Children's Act**

I have fielded a number of inquiries about whether parent volunteers need to be Police vetted. The legislation refers mainly to paid employees. In addition it also applies when:

(2) *A person's work involves regular or overnight contact with children:*

- (a) the person has contact (other than merely incidental contact) with a child or children -
  - (i) overnight; or
  - (ii) at least once each week; or

(iii) on at least 4 days each month; and

(b) that contact is any of the following kinds -

(i) physical contact:

(ii) oral communication, whether in person or by telephone

(iii) communication through any electronic medium, including by way of writing or visual images.

So parents in regular contact with or overnight with students do need to be vetted.

### Police Vetting

For urgent Police vets refer to our [special flyer](#) sent to you on July 16 for the process. We are receiving variable feedback on this process. If you cannot get an urgent vet through contact [catherine.petrey@police.govt.nz](mailto:catherine.petrey@police.govt.nz)

I have also received feedback from you about 'back log' issues with Police vetting. Below is the Police response:

*"...there is a service level agreement between NZ Police vetting service and the Teachers Council that commits Police to delivering a teacher's vet within 10 days. This level of service has been and continues to be achieved. I have been advised by the vetting service that they are now beginning to make inroads into the backlog."*

Noho ora mai ra



Denise Torrey

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### UPCOMING DATES

5 August	Nominations for national executive 2016-18 close
25 August	Electoral roll for national elections closes
28-29 August	Executive Meeting, Auckland
1 September	Electronic voting for national executive underway
20 September	Electronic voting closes
24 September	Election results declared

### NOMINATIONS FOR NZPF NATIONAL EXECUTIVE



The deadline for receipt of nominations for the NZPF National Executive is **4.00 pm 5 August**. This year, as a result of Constitutional changes agreed at the 2014 AGM, the positions of President and Vice President will be elected for a one-year term and 12 executive positions will be elected for a two-year term.

**The nominee is required to supply a 200 word (max) supporting profile statement and a photograph** may also be included. A passport type photo in a jpg format is recommended. Please also include a return email address in case clarification is needed. Only financial members may nominate and/or be nominated and you will need your NZPF membership number. For a nomination form click [here](#)

Nominations are called for:

- President (one-year term)
- Vice President (one-year term)
- 12 Executive members (two-year term)

The 2015 ballot will proceed by electronic voting. The timeline is:

- **5 August** Nominations for Executive close
- **25 August** Electoral roll closes 16:00
- **1 September** Electronic voting process underway
- **24 September** Results declared by or on this date

Please note that to participate in the NZPF national executive election process you must be a financial member. **If you recently received a subscription reminder please ensure that this is paid before the roll closes on 25 August.**

Julie Hepburn – NZPF Secretary

### BANKING STAFFING UPDATE JULY 2015

#### Mid Year Banking Staffing Review

#### Predicting Year end likely balance

Pp 9 banking staffing review, due soon, is the midpoint of the banking staffing year. Full timers will have used 13 of 26 FTTEs by then. Look at the Year to date "Difference for period" on the summary page. If you expect staffing usage to continue in the same way for the next 13 pay periods and will not be applying for roll growth staffing, then you can anticipate that the end of year position will be roughly double the present FTTE figure, remembering to discount any unusual activity that occurred in pp 23 to 26 during the time for balancing. If starting a new class for term 3, allow for about 12 extra FTTEs usage and if term 4, allow about 6 fttes.

#### Roll Growth Applications. – When to apply?

I normally advocate 3 pupils over your staffing roll, but there are possibilities when you are not quite there sometimes! If the y1 roll you are currently staffed on is less than the number of actual year ones you have now, but you are close to your staffing roll, Google "moe staffing calculator", and using a current "School size summary by MOE Year Level" report from your SMS, transfer the totals for each year level from the summary into the staffing calculator and compare the "Roll based staffing" result with the "Roll based staffing" figure on your latest staffing entitlement notice. (Look in the big box at the top of page 2 of the entitlement notice for this figure.)

Three things to note as you test the water . . . Add the Year 0 and Year one totals to complete the year 1 box, leave the Y1 adjustment box at zero and if contributing, put the y7 roll in the y7 box.

If you find that the "bottom heavy" distribution at your school results in a better roll based entitlement than you have now (due to more favourable 1:15 staffing of course), Google a "Staffing Roll Change Request Form" (not the ORRS one!) and send it off. Include the SMS summary page with your application. After that first application, just apply every 3 additional pupils. (And "MMI" stands for Maori Immersion pupils . . .)

### July Return Predictions

If you compare M3 and J3 year level figures with the recent 1 July Return submission and discover understated year level predictions at any year level or in the 1 March to 10 October box then I suggest you contact your staffing officer asking for the opportunity to resubmit that part of the July return.

### Overuse blowouts due to 0.14 for reliever days?

Some may be interested in a bit of action research –

If you know you need a reliever for a fortnight, you can assume that the FTTE usage will be 10 days at 0.1368, making a total usage of almost 1.4 FTTEs for the two weeks.

Why not hire a part timer for a fraction over 3 weeks instead? You will use just 1.5 FTTEs plus perhaps a little bit of holiday pay to gain an extra 5+ days. The reliever will receive their true rate of pay instead of being capped at step 8. I'd like to see the FTTE results if any of you try it out . . .

NB High Schools are not able to use the strategy above unless the period is slightly over 6 weeks, as their award specifies that day relief applies for up to 6 weeks, not 3 weeks.

Gavin Price NZPF Life Member 027 607 6220 [gavin.price@xtra.co.nz](mailto:gavin.price@xtra.co.nz) [www.bankingstaffing.co.nz](http://www.bankingstaffing.co.nz)

## NZPF SERVICE AWARDS – RETIRING PRINCIPALS



To mark the retirement of school principals, NZPF has developed a special Service Award. If your local principals' association is aware of any retiring principals in your region then have your president [email](#) with the principal's name(s). We will prepare a Service Award which will be emailed to your president for framing and presenting at your local principals' association function

## TE AKATEA CONFERENCE

### Te Akatea, the Māori Principals' Association, is holding a national conference September 9 -11 2015

The theme is 'Our Children, our Treasure, our Future' and the programme includes world recognised experts in the field of indigenous education. The programme will also include the student voice because who better to listen to than the very young people for whom education is intended. Click [here](#) for the full programme and bios of speakers. As time is running out make sure you get your [registration](#) in immediately!

## BUSINESS PARTNERSHIPS

One of the undertakings the NZPF gives its business partners is that **at the very least, they are given the opportunity by members to quote for a product, service or solution. PLEASE support our business partners as their assistance is very important to NZPF and to you as members.**

### Gold



### Silver



### Bronze



### Interested in becoming an NZPF Business Partner?

We welcome enquiries from businesses that are interested in engaging with schools. If you would like to know how a partnership with NZPF can add value to your business, while supporting New Zealand education, please email [Gavin Beere](#) (NZPF's Business Partner Convenor), for an information package and further details about NZPF.

### National Office

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For a map showing the location of the National Office in Wellington [click here](#)

To update membership details [click here](#)