

JCQTA Meeting, 20th October 2004

PRESENT: Toni Michael [ECTA], Ros Korkatzis [QHTA], Jackie Mergard [GTAQ], Joy Schultz [SOSEAQ], Trish Gibson [AWE], Doug Cave [QETA];Helen Cooper [ALEA], Jann Scott [ALEA], Nick Hart [QATESOL], Gaye Geldard [SLAQ], Lyn Allsop [QSITE], Michelle Williams [QSITE]

APOLOGIES: Kaye Schwede [GTAQ], Leisl Profke, Elizabeth Kriesch, Debbie Kember [QSITE], Ann Manion [STAQ], Jan Cavanagh [QAMT]

BUSINESS ARISING FROM THE PREVIOUS MINUTES:

- 1 Minutes accepted as a true record – **Moved** Toni Michael, **Seconded** Joy Schultz. All assented.
- 2 Reminder to JCQTA Associations to supply notifications of new representatives. This should now be given to Debbie or Jackie.
- 3 MACER report (Ministerial Advisory Committee for Education Renewal) - Ros Korkatzis unable to find more information.
- 4 Query from Joy Schultz re alignment of school holidays nationally. Joy has written to the Minister and is awaiting a response. Ros Korkatzis suggested that all JCQTA member associations write to Minister requesting same.

CORRESPONDENCE:

IN

Letter from Tim Sparks Risk Management Consultant promoting website subscription of \$365 per year.

Email from Volunteering Qld advising that risk management forms used in August Forum workshop were taken from the State Government's risk management website and not supplied by Volunteering Qld. It was suggested that a hyperlink to the government site could be used to direct associations wanting information. **Toni Michael to follow up.**

AGQTP Project - Update to follow.

NQITSL - Reports on first meeting (20th August 2004) and second meeting (17th September 2004) Debbie Kember circulated the first and second Reports to JCQTA members. Reports are available online at the JCQTA web-site.

CORRESPONDENCE:

OUT

Expression of interest from JCQTA to Ed Qld formalising AGQTP agreement.

Office of Fair Trading forms confirming audit and change of officers.

TREASURER'S REPORT:

- 1 Lyn verified that ED Qld payment for the AGQTP funding had been made.
- 2 Secretary to attach Treasurer's report to minutes
- 3 Lyn requested approval for reimbursement for Riverglen deposit of \$400 for the Friday October 22nd AGQTP workshops as new cheque signatories have not been finalised.

Treasurer's Report JCQTA Meeting 20 October 2004

Cheque A/c Balance 31 August 2004 \$1 407.34

Cheques for September:

293	L Hennessey	\$10.40	
294	Arabon (Audit)	\$176.00	
295	ECTA (AGM & Forum)	\$43.15	
296	R Korkatzis (AGM)	\$22.36	
297	Jennifers Catering (AGM)	\$150.00	
	Bank Charges	\$1.40	\$ 403.31

\$1 004.03

Outstanding cheque

296 R Korkatzis \$ 22.36

Cheque A/c statement balance 30 September \$1 026.39

No deposits for September

Balance of Term Deposit July 2004 (last statement) **\$8 691.93**

Ratify payment of the cheques out in September.

Accounts received

QSITE	\$550.00
Michelle Williams	\$5 335.00
Riverglenn (dep 18/10)	\$400.00

Deposit to Riverglenn paid by L Allsop because of deadline and account signatories unavailable.

Do not know whether money from EQ has been deposited because signatory changeover not yet in effect with Commonwealth Bank.

This quarter we expect a \$85 refund from ATO.

Request reimbursement of \$400.00 to L. Allsop.

Request approval for payment of accounts received – provided EQ money deposited to account.

Approval of reimbursement and Acceptance of report – **Moved** Lyn Allsop, **Seconded** Nick Hart

Office of Fair Trading form usually went to Lorraine who requested I ring to get one sent. Now have form for completion.

CONSORTIUM of the BTR:

September meeting attended by Toni Michael - see attached minutes.
Discussion on primary school membership. Tony McGruther from Queensland Association of State School Principals (QASSP), Lee Horbart from Primary Teachers Network (PTN) and Tarmie Bryan from Beginning and Establishing Teachers Association (BETA) will be invited to speak at the CEC February 2005 meeting.
Invite Chair of MACER sub committee to next meeting.
Associations should have received an electronic questionnaire to update of actions since the launch of the Way Forward Report and Workshop earlier in the year.
Debbie Cohen (ART Teachers Association) gave presentation on collaborations with 6 associations for PD - Arts Alliance.
(Toni Michael suggested that she be invited to attend a JCQTA meeting next year to speak about the processes involved in setting up the collaborations)

October meeting attended by Ros Korkatzis
Report on outcome of review of Powers and Functions of BTR to be released by November.
QSA representative indicated that QSA to work with associations on core business.
QAASP;BETA and PTN to hold joint conference in 2005 for primary teachers.

AJCPTA:

Advice re new NQISTL CEO
Debbie Kember in Canberra on Friday 22nd to attend meeting with NQITSL and Saturday 23rd October NEF meeting in Brisbane.
Responses to Boosting Innovation, Science, Maths and Technology Teaching received from GTAQ; QSITE and STAQ by October 15th and forwarded to secretary of AJCPTA.

QMYS Co-ordinating Committee:

August meeting attended by Joy Shultz and Jane Chapman will attend next meeting.
Qld Catholic Education Commission presented their booklet - Walking the Talk MYSA conference on 26-28 May 2005 at Conrad Jupiters. Call for papers now out University of the Sunshine Coast middle years conference.
28th October - Assessment in Middle Years - Speakers Graeme Maxwell and Debbie Best.
Guest speaker at meeting was Michelle Zebic - Centenary Heights State High School
Joy attended the Middle Years Association Showcase with presentations from students of three schools.

AGQTP:

No meeting

7. GENERAL BUSINESS:

1. AGQTP Project Update from Michelle Williams - report attached

Motion that 5th cohort of project, which was to be held online, will now be refocussed to allow two executives from each Association to attend this as a workshop.
Moved by Toni Michael. **Seconded** Ros Kokatzis. All in assent.

Michelle will write an appropriate "advertisement" for this component of the project for associations which will be distributed in February for a March-April workshop.

Michelle detailed the numbers of invoices and transactions to be generated by the treasurer in conjunction with the project.

Lyn Allsop requested that she be allowed to buy an accounting package, after checking with auditor, to best handle this. **Moved** Lyn Allsop **Seconded** Nick Hart

2. August Forum Feedback

Toni Michael to investigate costs of purchasing the Incorporated Association's Handbook as published by the Centre for Philanthropy and non-Profit Studies at QUT and report at next meeting.

Doug Cave indicated that planned changes in the current legislation would necessitate changes in the handbook and JCQTA should hold off until 2005 to allow updates to be completed.

3. Confirmation of JCQTA representatives -

Consortium - Ros Korkatzis
AJCPTA - Debbie Kember and Toni Michael
MYSA - Joy Schultz
AGQTP - Jackie Mergard

4. The Year ahead and possible collaborations

To be discussed at next meeting

5. JCQTA Laptop

Now with Jackie Mergard (Secretary)

6. Confirmation of Meeting Dates for 2005

3rd Wednesday in each month (except August & Sept)

17 Nov 2004	15 June 2005
16 Feb 2005	20 July 2005
16 March 2005	10th August 2005 (3rd Wednesday is Exhibition holiday)
20th April 2005	28th Sept 2005 (3rd Wednesday is in holidays)
18 May 2005	

August Forum : Saturday 27th August 2005

Meeting closed at 6.00pm.

NEXT MEETING: Wednesday, 17th November 2005, 4.00pm

**Floor 9, Conference Room, Board of Teacher Registration
Sherwood House,
Sherwood Rd, Toowong**

ACTION LIST

JCQTA Associations to supply notifications of new representatives.

Toni Michael to follow up regarding hyper link to State Govt web-site regarding Risk Management.

Toni Michael to invite Debbie Cohen to speak about Arts Alliance in 2005

Michelle Williams to write an appropriate "advertisement" for the executives of associations which will be distributed in February for a March-April QTP workshop.

Lyn Allsop to buy an accounting package, after checking with auditor, to best handle QTP invoicing

Toni Michael to investigate costs of purchasing the Incorporated Association's Handbook as published by the Centre for Philanthropy and non-Profit Studies at QUT and report at next meeting.