

MINUTES OF ANNUAL GENERAL MEETING OF JOINT COUNCIL OF TEACHER ASSOCIATIONS HELD AT Holy Family School, Cnr Ward Street and Central Avenue Taringa AT 4.00PM ON 19TH SEPTEMBER 2007

Present: Janet Cochrane (President (QSITE); Caroline Brooks (Vice-President (ACHPER); Ann Manion (STAQ); Jackie Mergard (Secretary (GTAQ;QAMT;STAQ); Jim Buckley (ETAQ); Joy Schultz (SOSEAQ); Jason Zagami (QSITE); Susan Kennedy Smith (STAQ); Susan Hearfield (MYSA); Doug Cave (QETA); Karena Menzie (MYSA); Karen Bonnano (SLAQ); Tony Boyle (STAQ); Ros Korkatzis (QHTA); Debbie Kember (QSITE)

Apologies:); Jan Cavanagh (QAMT); Beryl Exley (ALEA); Dianne Hubbard (BEAQ); Lyn Allsop (Treasurer (QAGTC); Mark Munnings (OEAQ); Gerard Healey (RSTAQ); Mark Cooper (ECTA); Rae Morgan (MLTAQ)

1. Welcome and apologies

Guest Speaker - Suzanne Falls from Education Queensland Professional Development Reference Group

2. Confirmation of minutes of last meeting held on Wednesday 20th September 2006.

The minutes of 2006 AGM were accepted as a true and correct record

Moved Roz Kirkatzis **Seconded** Joy Schultz **Carried**

3. Business arising - Nil

4. Correspondence Inward

Nominations for executive positions

5. Correspondence Outwards - Nil

6. President's Report (Appendix 1)

Janet Cochrane moved that her President's Report for 2007 be accepted.

Seconded Debbie Kember **Carried**

7. Treasurer's report (Appendix 2)

Apologies I can't be in attendance but the time of the meeting does not allow me to be able to attend in person because I have other commitments at present.

Profit and Loss and Balance Sheet show the financial position of JCQTA as at 30 June 2007.

The major income for the year was the NIQTSL income, and Values Project funding which is on forwarded to SOSEAQ for managing activities related to Values Education.

Expenditure:

AJCPTA reflects 2 years of affiliation fees which were late being invoiced for the prior year.

Values Project - funding being forwarded to SOSEAQ

Mentoring Project - finalisation of expenses related to this project now completed.

Professional Development expense reflects the outgoings for the Professional Standards forum at the Cricketers' Club.

Post Office Box expense is higher because none of the executive committee is centrally located to access the city mailbox, so this is for 12 months mail redirection from the City PO Box.

Administration is higher and is for any expenditure item approved by the committee associated with running JCQTA such as stationery, photocopying, postage, MYOB yearly cover and software updates, MYOB workshop I attended; a \$1000 honorarium paid to me for 2005/2006 financial year and printing of Association Flyers.

Lyn Allsop
JCQTA Treasurer

Lyn Allsop moved that the Treasurer's report for 2006 be accepted.
Seconded Susan Hearfield Carried

Appointment of auditor

Barr Group Pty Ltd of Upper Mt. Gravatt were re appointed as auditors for 2007/2008 year.
Moved Lyn Allsop Seconded Susan Hearfield Carried

8. Election of Management Committee:

President	Janet Cochrane	nominated Debbie Kember seconded Ann Manion
Vice-President	Caroline Brooks	nominated Janet Cochrane, seconded Jackie Mergard
Treasurer	Lyn Allsop	nominated Jackie Mergard, seconded Susan Hearfield
Secretary	Jackie Mergard	nominated Susan Hearfield , seconded Ann Manion
Member 1	Jason Zagami	nominated Debbie Kember , seconded Jackie Mergard
Member 2	Doug Cave	nominated Jackie Mergard, seconded Janet Cochrane
Member 3	Ros Korkatzis	nominated Debbie Kember, seconded Ann Manion
Member 4	Karen Bonnano	nominated Caroline Brooks, seconded by Jackie Mergard

GENERAL BUSINESS:

9. General Business - Nil

Meeting closed at 5.00 pm

Next Meeting - AGM - Wednesday 19 September 2007 - 4.00 - 6.00pm

Appendix 1 President's Report 2007

2007 President's Report

2007 has been a busy year driven by a number of activities that have fallen out of our association with Teaching Australia as well as a new executive team settling into their roles.

Teaching Australia

Teaching Australia's development of a framework for national professional standards for school leadership and excellence created a number of opportunities for our involvement at both a State and National level.

Our involvement in the consultation process led to us holding an additional forum focussed on the obtaining feedback to inform future development. The forum was well attended and has prompted discussions about the viability of holding two forums per year. Many thanks to Karen Bonnano and Ann Manion for their involvement in organising this additional forum.

Annual Forum

Our annual August Forum was very well received again this year. The inclusion of a speaker from the Business sector was key to this success and has encouraged many associations to think differently about how they do business. Many thanks to the organising committee for their hard work in bringing this about.

The success of the August forum and the feedback from participants about the worth of the workshop sessions supported the discussion about considering holding two forums during the year.

Advocacy

We have been quite active this year across at least three key issues:

QCT Professional Standards - JCQTA was active in providing feedback and encouraging other associations to provide feedback around the draft standards.

QSA Essential Learnings - Individual associations were strongly encouraged to provide feedback. To ensure this was informed feedback we were able to invite a guest speaker from QSA to speak at our monthly meeting. In addition to this we also arranged an extra meeting at QSA for associations to seek further clarification around the Essential Learnings.

QAMT developed a response to the national Numeracy framework on behalf of the AJCPTA. They were also asked to present this at the national forum. This was well received and the AJCPTA were appreciative of having an opportunity to provide a response.

Values Education

SOSEAQ have continued to manage and conduct the Values Education project activities for JCQTA member associations with funding from DEST and the Australian Joint Council of Teacher Professional Associations. This year has seen continued work on the production of "good practice examples" from each KLA. Thankyou to SOSEAQ for leading JCQTA through this project and to Joy Schulz for her commitment to carrying this through and writing reports at short notice.

National Awards for Quality Schooling

This year JCQTA has offered support to nine teachers to develop their submission for the National Awards. Five teachers ended up with complete submissions. We now await the judging and subsequent announcements.

Representation and Partnerships

Throughout the year the number of invitations for a JCQTA representative to be involved in a working party, reference group or project seems to have increased. To date we have representation on a number of groups including the following:

Professional Development and Leadership Institute Governance Board

AGQTP Cross-Sectoral Committee

Professional Development Reference Group

Tertiary Consortium

Monthly Meeting Presentations

While we have been a bit inconsistent with these presentations at our monthly meetings, the presentations from each of the Professional Associations have been well received and will continue through 2008.

In addition to these we have been fortunate in being able to invite additional guest speakers who have been able to respond to questions and / or concerns.

Awareness Raising

We will have 'Yellow Pages' guide to all of our member associations ready to be distributed to all schools at the beginning of the year. The purpose of this is to raise awareness of the many professional associations available to provide professional support to teachers in Queensland schools. A huge thanks to Jackie Mergard and Beryl Exley for their hard work in pulling this together.

2008

As we now move into 2008, I am sure many of the above activities will continue. I encourage the executive to further the development of a strategic plan that will assist us to ensure our activities are well planned rather than reactive.

In conclusion

Thank you to everyone who has made a contribution this year whether it be as a representative of JCQTA, as association representative at JCQTA meetings, a project manager, a responder to calls for information, a participant at the forum, as the passer on of JCQTA emails or as a follower of what is happening.

I have enjoyed my involvement this year, particularly the opportunity to work with a wide range of people from a variety of backgrounds and contexts.

Appendix 2 Financial Statements

Profit and Loss

Joint Council of Queensland
Teachers' Associations Inc

Profit & Loss Statement
for year ended 30 June 2007

	2007	2006
Income		
Subscriptions	\$2,030.00	\$2,320.00
NIQTSL Project	\$25,265.50	\$25,265.50
Values Project	\$2,250.00	\$6,500.00
Bank Interest	\$475.15	\$397.60
Mentoring	\$0.00	\$100,000.00
Professional Development	\$0.00	\$2,327.27
Total Income	\$30,020.65	\$136,810.37
Expenses		
AJCPTA	\$964.63	\$243.49
Values Project	\$2,025.00	\$6,227.27
Mentoring Project	\$11,146.67	\$69,617.73
Action Leaders	\$0.00	\$3,741.54
Prof Development	\$2,388.11	\$2,430.00
Bank fees	\$12.00	\$2.90
AGM	\$118.18	\$345.45
Forum	\$2,435.88	\$1,448.92

Committee	\$0.00	\$648.03
Office of Fair Trading	\$37.00	\$36.00
Post Office Box	\$464.55	\$97.27
Administration	\$3,069.50	\$388.19
Insurance	\$695.35	\$639.77
Website	\$212.27	\$112.27
Audit	\$550.00	\$450.00
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Total Expenses	\$24,119.14	\$86,428.83
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Net Profit/(Loss)	<u>\$5,901.51</u>	<u>\$50,381.54</u>

Balance Sheet

**Joint Council of
Queensland
Teachers'
Associations Inc**

**Balance Sheet
As of June 2007**

Assets

	<u>2007</u>	<u>2006</u>
General Cheque Account	\$12,278.01	\$80,544.98
Term Deposit	\$75,000.00	\$0.00
Trade Debtors	\$392.00	\$77.00
GST Refundable	\$53.34	\$1,199.96
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Total Assets	<u>\$87,723.35</u>	<u>\$81,821.94</u>

Equity

Retained Earnings	\$81,821.84	\$31,440.30
Current Earnings	\$5,901.51	\$50,381.54
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Total Equity	<u>\$87,723.35</u>	<u>\$81,821.84</u>

**COMPLIANCE SERVICES**

Audit
Taxation
Accounting
Business Activity Statements
Instalment Activity Statements
Registration & Administration of
Companies & Business Names

MANAGEMENT SERVICES

Business Planning
Budget/ Cash Flows
Computer Accounting Solutions
People Strategies and Systems
Superannuation Administration

ABN 45 078 557 472

H O W T O B U I L D A B E T T E R B U S I N E S S

INDEPENDENT AUDIT REPORT

To the members of JOINT COUNCIL OF QLD TEACHERS ASSOCIATIONS.INC.

Audit Scope

We have audited the financial report of JOINT COUNCIL OF QLD TEACHERS ASSOCIATIONS INC for the financial year ended 30 June 2007. JOINT COUNCIL OF QLD TEACHERS ASSOCIATIONS INC committee members are responsible for the preparation of the accounts and the information they contain. We have conducted an independent audit of these accounts in order to express an opinion on them to the members.

The financial statements have been prepared for the purpose of fulfilling the requirements of the Associations Incorporations Act. We disclaim any assumption of responsibility for any reliance on this report or on the financial statements to which it relates to any person other than the members or for any purpose other than that for which it was prepared.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report.

The audit opinion expressed in this report has been formed on the above basis.

Qualification

Income is derived from fundraising activities and donations. As in the case of similar organisations, it was impracticable to extend our examination of income derived from these areas beyond that information which is recorded in the books of accounts.

Qualified Audit Opinion

In our opinion, subject to the matters mentioned above, the financial statements present fairly the financial position of JOINT COUNCIL OF QLD TEACHERS ASSOCIATIONS INC. as at 30 June 2007 and the results of its operations for the year then ended in accordance with applicable Accounting Standards and the provisions of the Associations Incorporation Act 1981.

Graeme Shepherd
Registered Company Auditor No. 15264
7 September 2007

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