MINUTES OF MEETING OF JOINT COUNCIL OF TEACHER ASSOCIATIONS HELD AT QUEENSLAND COLLEGE OF TEACHERS AT 4.00 PM 20th June 2007

Present: Janet Cochrane (President (QSITE) via phone; Caroline Brooks (Vice-President (ACHPER); Ann Manion (STAQ); Ros Korkatzis (QHTA); Karen Bonanno (SLAQ); Toni Michael (ECTA); Beryl Exley (ALEA); Lyn Allsop (Treasurer (QAGTC); Susan Hearfield (MYSQA); Doug Cave (QETA); Gerard Healey (RSTAQ); Debbie Kember (QSITE); Jackie Mergerd (Secretary (GTAQ; QAMT; STAQ)); Jan Cavanagh (QAMT); Peter Roberts (BETA); Rae Morgan (MLTAQ); Jim Buckley (ETQA))

Apologies: Jason Zagami (QSITE); Susan Kennedy Smith (STAQ); Kaye Schwede (GTAQ); Joy Schultz (SOSEAQ); Dianne Hubbard (BEAQ)

1. Welcome and apologies

2. Confirmation of minutes of last meeting held on Wednesday 18 April 2007

Moved Karen Bonanno Seconded Ros Korkatzis Carried

4. Business arising -

Action Items

All Associations

- Discuss Leigh Hobart’s research proposal and respond
-Awaiting for Leigh to confirm dates and venues

MYSA

- Confirm venue for AGM  Awaiting confirmation at next meeting

Jackie Mergard

- Organise JCQTA Banner Design presented. See Appendix 1
- It was moved that the design, with the removal of individual association names, be approved. Moved Caroline Brooks Seconded Peter Roberts Carried

- It was moved that Jackie Mergerd be authorised to spend $500 for the production of the banner. Moved Toni Michaels Seconded Ros Korkatzis Carried

Doug Cave

- Draft letter to Gary Barnes re Association plans for PD presented at end of 2006 for Executive Doug to complete

Beryl Exley

- Progress Association compendium and produce a template for associations to fill in Presented at meeting

All Associations/Janet Cochrane

- Oz-teacher net proposals
- Associations are to respond via email. Janet Cochrane is to send the options out for discussion. Completed. Associations to promote proposals

Ann Manion

- Send list of August Forum workshops to associations for response. Presented at meeting

Janet Cochrane

- Invite Ivana Jones to next meeting. Completed

Caroline Brooks

- Draft the JCQTA response on the Senior Phase of Learning. Caroline indicated that she was advised not to pursue this at the moment

Karen Bonnano

- Weblink for advice on library deposits for association publications Completed

Ros Korkatzis

- Weblink for advice on Senate Enquiry into Academic Standards of School Education Completed

Janet Cochrane

- Send out information on the teaching awards. Nominations to be received by July meeting. Completed
5. Correspondence Inward -

Incoming Mail:
- Home Economics Conference information
- AccessAsia booklets for distribution
- Australian Copyright Council - Training / Conference flyer
- Invitation to Budget Highlights meeting
- Invitation to Forum on national Professional Standards
- Letter from Tourism, Fair Trading and Wine Industry Development about required changes to our Constitution
- Dare to Lead Information
- Letter from Minister Welford re State Budget Overview

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Sally Christenson  Tue 5/06/2007 1:48 PM  RE: meeting room at QCT
Sally Christenson  Tue 5/06/2007 1:36 PM  RE: meeting room at QCT
kbonanno@bigpond.net.au  Tue 5/06/2007 1:20 PM  Re: [jcqta_board] Volunteer Hours
COCHRANE, Janet  Tue 5/06/2007 12:04 PM  [jcqta_board] Volunteer Hours
Caroline Brooks  Tue 5/06/2007 10:23 AM  RE: Re: [jcqta_board] Meeting with Yvana Jones from QCAR

Yvana Jones from QCAR  b.exley@qut.edu.au  Tue 5/06/2007 9:59 AM  Re: [jcqta_board] Volunteer Hours
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Caroline Brooks  Tue 5/06/2007 9:53 AM  RE: Re: [jcqta_board] Volunteer Hours
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Beryl Exley  Mon 4/06/2007 5:36 PM  Re: [jcqta_board] Meeting with Yvana Jones from QCAR

Lyn  Mon 4/06/2007 5:33 PM  Re: [jcqta_board] Meeting with Yvana Jones from QCAR
COCHRANE, Janet  eNews@acsa.edu.au  Mon 4/06/2007 4:57 PM  RE: meeting room at QCT
Sally Christenson  Mon 4/06/2007 4:41 PM  2007 Conference A
COCHRANE, Janet  Mon 4/06/2007 4:16 PM  RE: meeting room at QCT
kbonanno@bigpond.net.au  Mon 4/06/2007 4:05 PM  RE: meeting room at QCT
COCHRANE, Janet  Mon 4/06/2007 2:27 PM  JCQTA forum information
COCHRANE, Janet  Mon 4/06/2007 1:59 PM  meeting room at QCT
Ann Manion  Mon 4/06/2007 12:20 PM  Meeting Agenda
Jones from QCAR  Mon 4/06/2007 11:34 AM  [jcqta] FW: Teachers Unlimited: Staff & volunteers for schools everywhere

Lyris ListManager  Mon 4/06/2007 1:27 AM  jcqta subscription report
WHEATON Andrew  Fri 1/06/2007 4:49 PM  RE: [jcqta] Professional Standards Forum 8 June 2007
Joshua Ada  Fri 1/06/2007 11:26 AM  High profile speakers to attend
Debra Brydon  Thu 31/05/2007 9:20 PM  Teachers Unlimited: Staff & volunteers for schools everywhere
Jo Ryan  Thu 31/05/2007 4:03 PM  Are you presenting a snapshot of innovative or successful pedagogy at the Third International Conference on Pedagogies and Learning

Lyn  Thu 31/05/2007 11:22 AM  Re: [jcqta_board] Standards forum numbers
Lyn  Wed 30/05/2007 10:53 PM  Re: [jcqta] FW: Minutes
Lyn  Wed 30/05/2007 10:46 PM  Re: [jcqta] FW: Minutes
COCHRANE, Janet  Wed 30/05/2007 6:51 PM  RSVP & MEETING REMINDER:
Karen List  Wed 30/05/2007 2:50 PM  RE: [jcqta_board] Standards forum numbers
COCHRANE, Janet  Wed 30/05/2007 2:06 PM  Re: [jcqta_board] Standards forum numbers
kbonanno@bigpond.net.au  Wed 30/05/2007 1:26 PM  Re: [jcqta_board] Standards forum numbers

Mel Bennett  Wed 30/05/2007 12:06 PM  RE: Data projector
KEMBER, Debbie  Wed 30/05/2007 11:07 AM  RE: Daya projector
COCHRANE, Janet  Wed 30/05/2007 9:23 AM  RE: National awards
COCHRANE, Janet  Tue 29/05/2007 7:40 PM  RE: Letter to Yvana Jones
kbonanno@bigpond.net.au  Tue 29/05/2007 2:43 PM  RE: [jcqta_board] July forum numbers to date

Mel Bennett  Tue 29/05/2007 11:27 AM  RE: Data projector
Mel Bennett  Tue 29/05/2007 11:08 AM  Data projector
DENYSIV, Larissa  Tue 29/05/2007 10:13 AM  RE: JCQTA - Current President
DENYSIV, Larissa  Tue 29/05/2007 10:06 AM  JCQTA - Current President
kbonanno@bigpond.net.au  Mon 28/05/2007 1:04 PM  RE: [jcqta_board] July forum numbers to date

Hugh Matchett  Mon 28/05/2007 11:21 AM  RE: Teaching in Australia
6. Correspondence Outwards -

Moved that inward correspondence be accepted and outward correspondence endorsed.

Moved Janet Cochrane Seconded Caroline Brooks Carried

7. Treasurer’s Report

Due to the differences in the balances between this and previous reports and statements which is the result of timing anomalies in the receipt of figures, it was moved that the financial reports be deemed to be up to the end of the month preceding the meeting.

Moved Doug Cave Seconded Karen Bonnano Carried
Bank Statement balance 1/5/07  $16 941.41

INCOME

Deposits of subscriptions during May  $308.00

$96 629.57

Less cheques presented in May (996.96)

Balance 31 May 2007 $16 252.45
Deposits to 20/6/07 154.00
1/6/07 – Interest 196.27

$16 602.72

EXPENDITURE since last meeting and outstanding in bold

Less cheques
26/4/07 - 000538 Education.au – web hosting for 2 years 110.00
15/5/07 - 000539 Caroline Brooks – AJCPTA flights 386.96
30/5/07 – 000540 Qld Cricketers Club – deposit for June 8 500.00
18/6/07 - 000541 Qld Cricketers Club – balance for June 8 532.20
18/6/07 - 000542 Mt Gravatt High School – TRS Caroline Brooks 707.62
18/6/07 - 000543 Forest Lake SHS – TRS 360.76
18/6/07 - 000544 AON Risk Services – Public Liability 764.88 (2 365.46)

Balance available at 20/6/07 $14 237.26

Term Deposits 3 month term – mature 5/7/07 - $25 000
6 month term – mature 5/10/07 - $50 000

Request ratification of the above payments.

Move that this Treasurer’s report be accepted.

Lyn Allsop
JCQTA Treasurer

It was moved to reinvest $20,000 in the 3 month term deposit and release $5000 to the general account.

Moved Doug Cave Seconded Ros Korkatzis Carried
It was moved that the payments be ratified.
Moved Jim Buckley Seconded Caroline Brooks Carried

It was moved that the Treasurer’s report be accepted
Moved Lyn Allsop Seconded Caroline Brooks Carried

8. Reports from Representations
8.1 AJCPTA - No Report until next meeting
8.2 AGQTP - No Report
8.3 Other - No report

9. Values Project
Report from Joy Schultz -
1. I sent the requested May report on the Queensland Values Education Project to Pauline Tremlett, AJCPTA, including a copy of one Good Practice Example (for SOSE) as a sample of what will be sent in future. Pauline appeared satisfied with our progress. The report I sent is also attached.
2. The Good Practice Examples that were written last year were sent to a typist for polishing and have been returned. These have now been sent to the original authors for checking. It is hoped that they will be returned to me by 29 June so that I can remit them to AJCPTA by the end of this financial year. This may impact on when we receive the next batch of money.
3. The examples include: Science (3), HPE (3), SOSE (3), Maths (2), LoTE (2), English (1 - large), and Technology (1 - Home economics).
4. It is proving difficult to contact the two ICT (Technology) people who were involved last year as they have moved to different jobs. I have asked them to write one example each if possible, but have not heard back from them as yet.
5. The major gap is in The Arts where we have no examples. My contact is on leave this term but she sent my details to someone else. That person has not contacted me, so I will have to try other means, or wait for my contact to return to work. I can then organise a workshop specifically for Arts teachers (and perhaps one Technology person as well) to provide time for writing. It is hoped that this part of the project can be finalised by the end of third term.

Report to AJCPTA
This report will be shorter than the two previous ones as progress has been slow on producing our full set of Good Practice Examples. The main reason is that it is difficult for teachers to commit to other things at the end of a school term, and this was when it has been convenient for us to work with them.

The previous writing day organised by the SOSE Association of Queensland was held in November 2006. Old Examples were polished, and new ones written. (Please see the attached document - Table of Good Practice Examples). However, in many cases, writers wanted to finish their activities in their own time, and promised to have them finalised by the end of November. In many cases and for many reasons this did not occur, and has not occurred this semester as people have changed jobs or taken on other responsibilities.

However, work has been done on editing the earlier Examples and new hand-written Examples are being typed, ready to be returned to the writers for final agreement. The other attachment, an Example from the SOSE Key Learning Area, represents an example of the format that is to be used for all products. When the typist returns the remaining examples it will be almost school holiday time, and so it is not expected that the final editing and checking will occur before the beginning of second semester this year. However, all of the Examples shown in the Table will be sent as soon as they are finalised.

Two Key Learning Areas remain to be followed up. Technology is represented by one Home Economics Example, but there are none from the Arts as yet. SOSEAQ has enough funds remaining to hold another writing day for about five people, and it is hoped that this can be organised for mid-July.

Some of the developed modules have also been presented at the recent MYSA conference.
A vote of thanks was recorded to Joy for all of her work on this project

10. General Business
JCQTA constitution revision
A letter was received from the Office of Tourism, Fair Trading and Wine Industry Development with required minor changes to two sections of the revised JCQTA constitution.
Revisions occurred at 21.5 - new wording to be
21.5 At a Board meeting more than 50% of members elected or appointed to the Management Committee as at the close of the last General Meeting of the members form a quorum. And at 22.7
22.7 Subject to subsection (5), at a Annual General Meeting the number of members equal to double the number of members of the Association presently on the Management Committee plus 1 form a quorum.

It was moved that the proposed changes from the Office of Fair Trading be accepted. 
Moved: K. Bonnano  Seconded  R. Korkatzis  Carried

Development of strategic plan
Janet Cochrane indicated that the JCQTA strategic plan needed to align with the AJCPTA plan but also reflect association needs. Janet is hoping to hold a strategic planning session soon.

Calendar of events
Beryl Exley presented suggested layouts for a calendar and booklet as a compendium of associations with ads for each association. Beryl also presented a range of quotations for printing of these and other items such as fridge magnets and stickers. See Appendix 2. Beryl and Jackie are to progress this and produce a template for associations to fill in.

That a subcommittee of Beryl and Jackie be formed for the development of a JCQTA directory.  Moved  Beryl Exley  Seconded  Ann Manion  Carried

That the subcommittee explore the design of the booklet and develop a prototype of the poster.  Moved  Beryl Exley  Seconded  Peter Roberts  Carried

Distribution will be via Heads of Department or curriculum coordinators and numbers distributed will be based on band of school.

Standards Forum 8th June
25 people attended and Karen has sent a report to Janet Cochrane. Janet will circulate this. Congratulations and thank you to Lyn, Janet, Karen and Lyn for the organisation of the Forum.

It was moved that no fees for the 2nd, 3rd of 4th association delegates will be charged. 
Moved: Doug Cave  Seconded  Ann Manion  Carried

August Forum
Venue is the Father Bernard O’Shea Centre
Ann Manion has compiled a list of possible workshops and a program for the day.
8:15 am Breakfast
8:45 am Welcome
Australian Institute of Management Presentation
9.25-10.35 Concurrent sessions  Making the most of your website
AIM: Marketing
10.35-11.00 Morning Tea
11.00-12.00 Concurrent sessions  Making the most of your website
AIM: Team Effectiveness
12.05-13.00 Sharing Forum - potential topics include: Writing a position paper; mentoring vs coaching; Update from Leigh Hobart on project

Ann Manion will confirm the final workshop program and circulate. The AIM will cost between $1700 and $2000 for the half day.

QCAR - Ivana Jones attended a meeting with some JCQTA representatives on Monday 18th June. Draft 3 is to be released soon.

Association presentations - The English Teachers Association of Queensland will provide the presentation at the next meeting

Nominations for teacher awards - Janet Cochrane is to send out reminder on the teaching awards. Nominations to be received by July meeting.
Meeting closed at 6.00pm

Next Meeting - Wednesday 18th July 2007 - 4.00 - 6.00pm.
Venue: Queensland College of Teachers 9th Floor, Sherwood House

Subsequent meeting dates:
19th September AGM - venue to be confirmed
17 October
21 November

Ongoing Actions

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<tr>
<th>MYSA</th>
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<th>Organise JCQTA Banner quotes and production</th>
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Appendix 2

JCQTA Promo 2007

Preliminary Suggestions (all prices are approximate – firm quotes needed)

1. A ‘yellow pages guide’ to QLD TPAs
   a. Half A5 page introduction, directs potential members to TPA website or further contacts
   b. Extended lifespan
   c. Promotes JCQTA as a ‘joint council’
   d. Distributed to all schools (or if funds permit – all teachers)
   e. 2000 copies full colour, 16 pp, A5 150gsm gloss & saddle stitched = $1560 plus typeset fee (allow $500)
   f. 25 000 copies full colour, 16 pp, A5 150gsm gloss & saddle stitched = $8598 plus typeset fee (allow $500)

2. Range of promo merchandise
   a. Purpose – promote the JCQTA logo, website (which acts as portal to TPA websites) and ‘yellow pages guide’ (see 1 above)
   b. A3 full colour flyer, printed single side on premium 310gsm coated paper (suitable for staff room notice board) 2 000 copies = $879 plus typeset fee (allow $300); 4 000 copies = $1226 plus typeset fee (allow $300)
   c. A2 (420 x 595mm) full colour posters, printed single sided on premium 150gsm coated paper (suitable for staff room notice board) 2 000 copies = $1099 plus typeset fee (allow $300); 4 000 copies = $1494 plus typeset fee (allow $300).
   d. Stickers (50 x 64mm) full colour adhesive vinyl UV colourfast stickers, oval, printed on opaque white vinyl. 25 000 = $2 138 plus typeset fee (allow $200)
   e. Stickers (183 x 113mm) full colour adhesive stickers with gloss AQ coating, printed on gloss crack back paper. 25 000 = $6 762 plus typeset fee (allow $350)
   f. Fridge magnets small (86 x 54 mm) full colour Hi-glass magnet paper, rounded corners and gloss UV coating 25 000 = $5 760 plus typeset fee (allow $200)
   g. Fridge magnets large (76 x 164 mm) gloss celloglazed in full colour 25 000 = $9 060 plus typeset fee (allow $250)

Additional prices:

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