



***WELCOME***  
**TO THE NSW**  
**PRIMARY**  
**PRINCIPALS'**  
**ASSOCIATION Inc.**

**2006**

# The NSW Primary Principals' Association Inc.

## – WHAT IS IT?

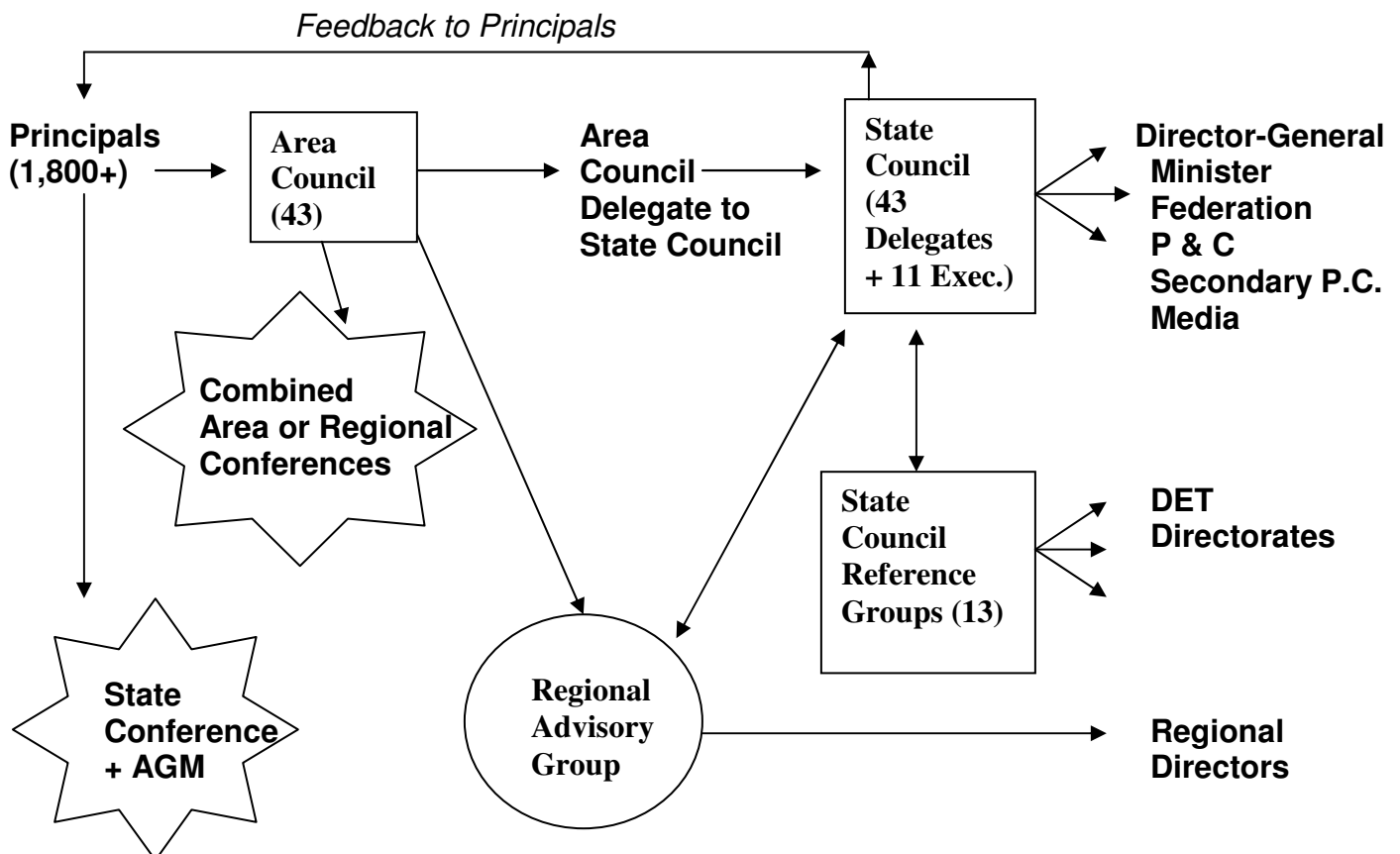
### N.S.W.P.P.A. Inc. is:

A professional association for Primary Principals of Public Schools throughout New South Wales.

### N.S.W.P.P.A. Inc. provides:

- opportunities for Principals to have issues and concerns raised and some solutions proposed to these areas of concern;
- professional development and enrichment for Principals through meetings, conferences and website links;
- honest and factual advice to the Department of Education & Training (DET) and Minister for Education & Training about the needs of Primary Schools, SSPs, EECs and Hospital Schools;
- welfare support for all Principals through peer networks at Area Council, Regional and Statewide levels when required; and
- an avenue for regular communication and consultation between Primary Principals and the NSW Teachers Federation, Federation of P & Cs, Secondary Principals' Council and other peak educational bodies.

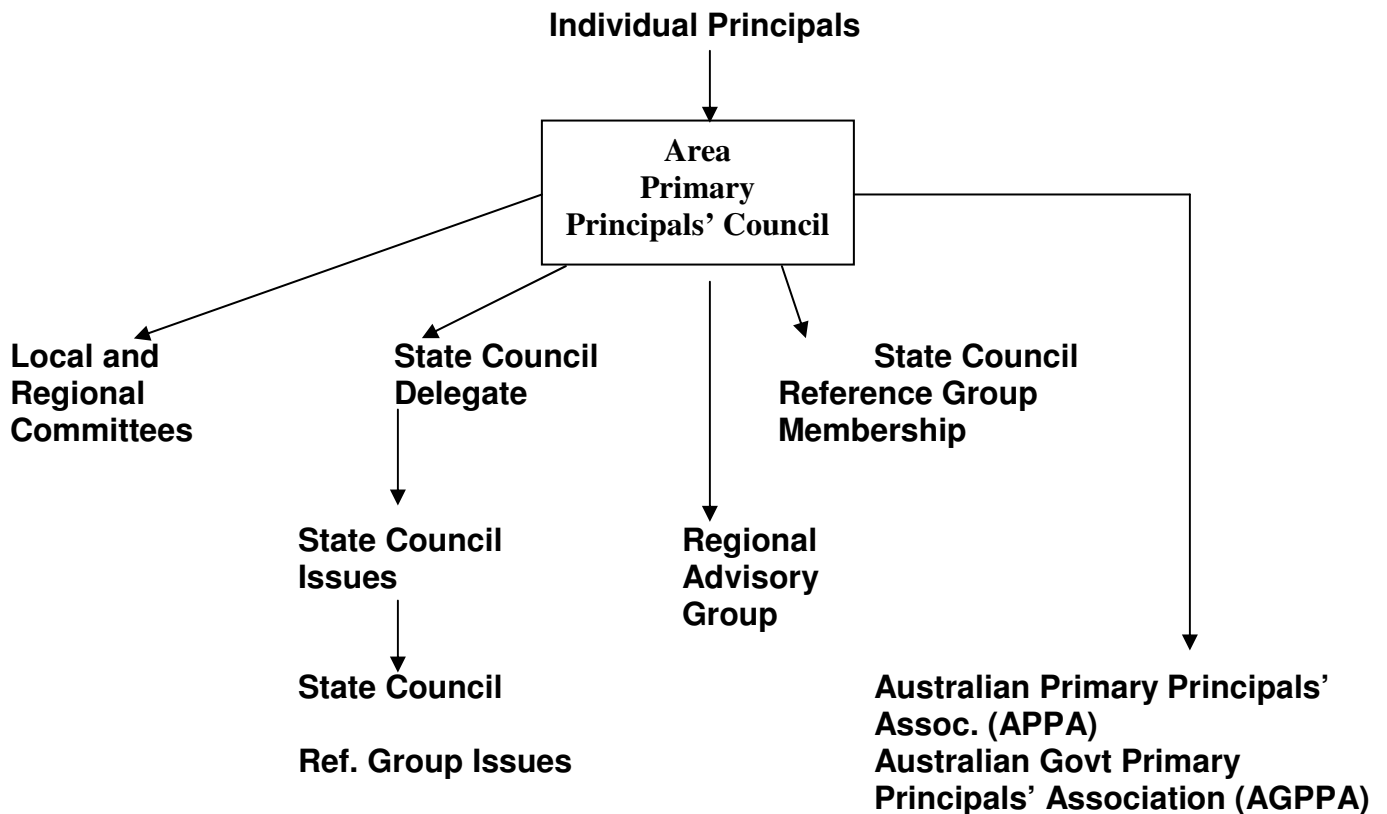
***N.S.W.P.P.A. has been instrumental in shaping a better Public School system for Primary students and, through your active involvement, will continue to do so.***



# HOW DO AREA COUNCILS WORK?

- Area Primary Principals' Councils are established across NSW.
- Principals become members of their Area Council by paying an annual Membership Fee and participating in Area Council meetings at least once per Term.
- At these Term meetings, opportunities are given to Principals to raise and discuss issues of importance to them, to participate in the development of Association policy, to provide collective advice to the School Education Director, through the Regional Advisory Group to the Regional Director and, when required, through State Council to the Director-General and Minister.
- Area Councils annually elect an Executive leadership team to organise the day-to-day business of the Area Council, to ensure that concerns raised by individual Principals are directed appropriately and to ensure that the collective wisdom of Principals across the Area is accurately represented in other forums.
- Area Councils provide opportunities for professional development and enable Principals to seek support from their colleagues in the area of Principals' welfare.
- Area Councils nominate Principals to participate in local or Regional committees such as Student Welfare, Integration, General Assistant and other resource allocations, Training & Development, Merit Selection Panels for Principals' positions, amongst others.

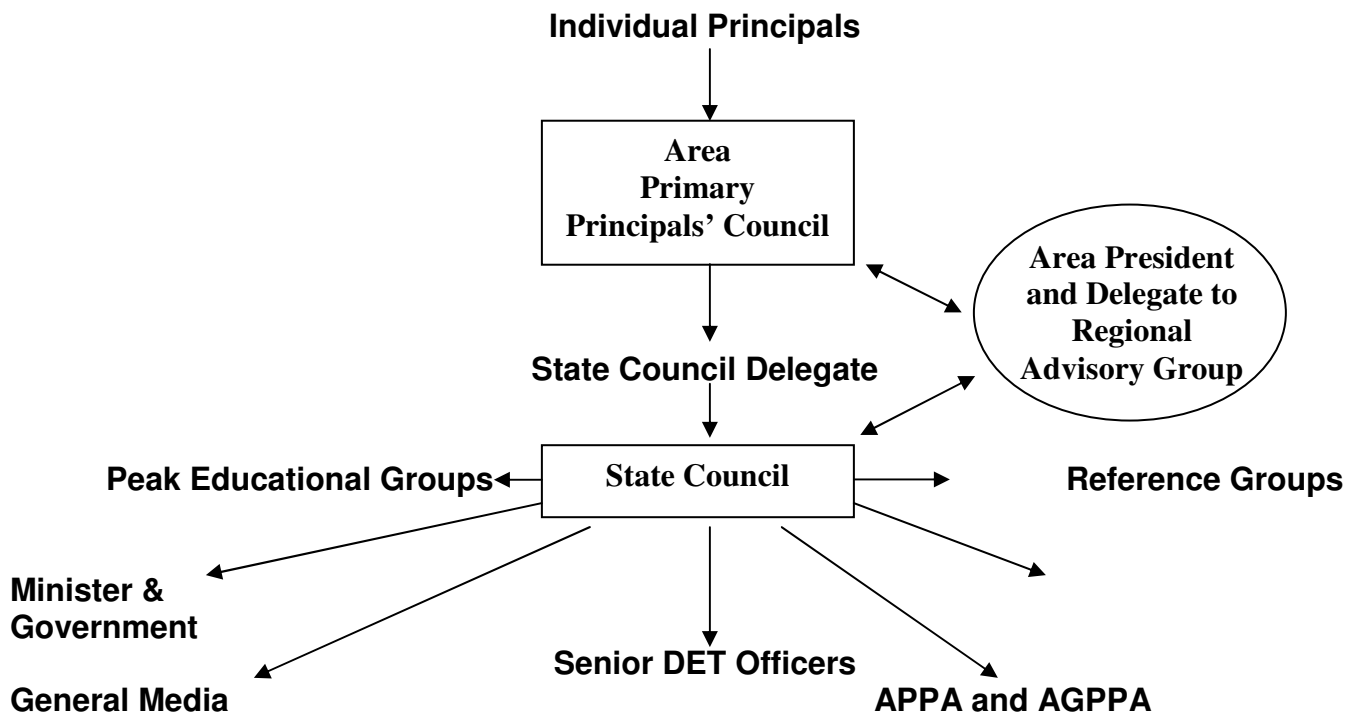
***Your involvement in your Area Council is critical in enabling the Association to have a strong base from which improvements to Primary Education are built.***



# HOW DOES STATE COUNCIL WORK?

- State Council comprises 1 Delegate from each Area Primary Principals' Council (43 Delegates), the Chairperson of each State Council Reference Group (13 Chairpersons), 7 elected State Executive Members and Appointed Officers, as well as an Observer Delegate from SSPs, EECs and Central Schools and Standing Committee Chairpersons.
- State Council meets once per Term for 2 days at DET State Office, Bridge Street Sydney, usually in Week 7, 8 or 9 each Term.
- State Council discusses and debates issues raised by Principals through Area Councils and/or raised by Reference Groups or State Executive.
- State Council is attended by senior officers of the DET, the Minister and representatives of other peak bodies, for the purpose of discussing current issues.
- State Council appoints Principals to be members of 13 Reference Groups which directly relate to DET Directors e.g. Curriculum, Aboriginal Education, Equity, Asset Management, Disability Programs.
- State Council sets policy directions for the Association that impact on individual Principals and Schools and plays a major role in shaping DET policy.
- State Council organises an Annual State Conference, open to all Principals who wish to attend (at cost) and for which high quality speakers and workshops are arranged. The Annual General Meeting of the Association is held at State Conference.

***Your support of the Association helps State Council play a major role in caring for and supporting every Principal in the areas of representation, welfare, morale and professional enrichment.***



# HOW DO REFERENCE GROUPS WORK?

- Each Area Council nominates contact Principals who have expertise and/or interest in the following areas.

## **Aboriginal Education**

## **Asset Management**

## **Curriculum** (incl. Prof Learning & Practice)

## **Disability Programs**

## **Educational Measurement**

## **Equity** (incl. PSFP, CAP, Gen Equ, Multicult. Rural & Dist.)

## **Finance & Administration**

## **Human Resources**

## **Learning Innovation**

## **Principals' Support**

## **Student Welfare** (incl. Safety & Security)

## **Teaching Principals**

## **Technology**

- From these Area Contacts, a Regional Representative is selected, by each Region's Area Council Presidents, to be that Region's member of the State Reference Group.
- Reference Groups meet regularly throughout the year, both face-to-face and by teleconference.
- Each Reference Group has a Chairperson who arranges meetings between the Reference Group and DET Directors, for the exchange of ideas for DET policy development.
- Reference Group Chairpersons meet each term with State Executive.
- Reference Groups take up with DET Directors, issues raised by individual Principals through Area Councils and State Council, and provide information and replies to individual Principals about the issues raised.
- Reference Groups develop Positions for the Association that reflect the policy adopted by the majority of Primary Principals, in relation to various issues.
- On the NSWPPA website, Principals may read reports of Reference Group activities and download relevant Positions. ([www.nswppa.org.au](http://www.nswppa.org.au))

## WHAT ARE STANDING COMMITTEES & WORKING PARTIES?

- Standing Committees and Working Parties are comprised of members who have particular expertise and interest in a specific context. Membership is determined by State Executive, generally through advertised Expressions of Interest. In 2006 Standing Committees and Working Parties include:

### **Standing Committees:**

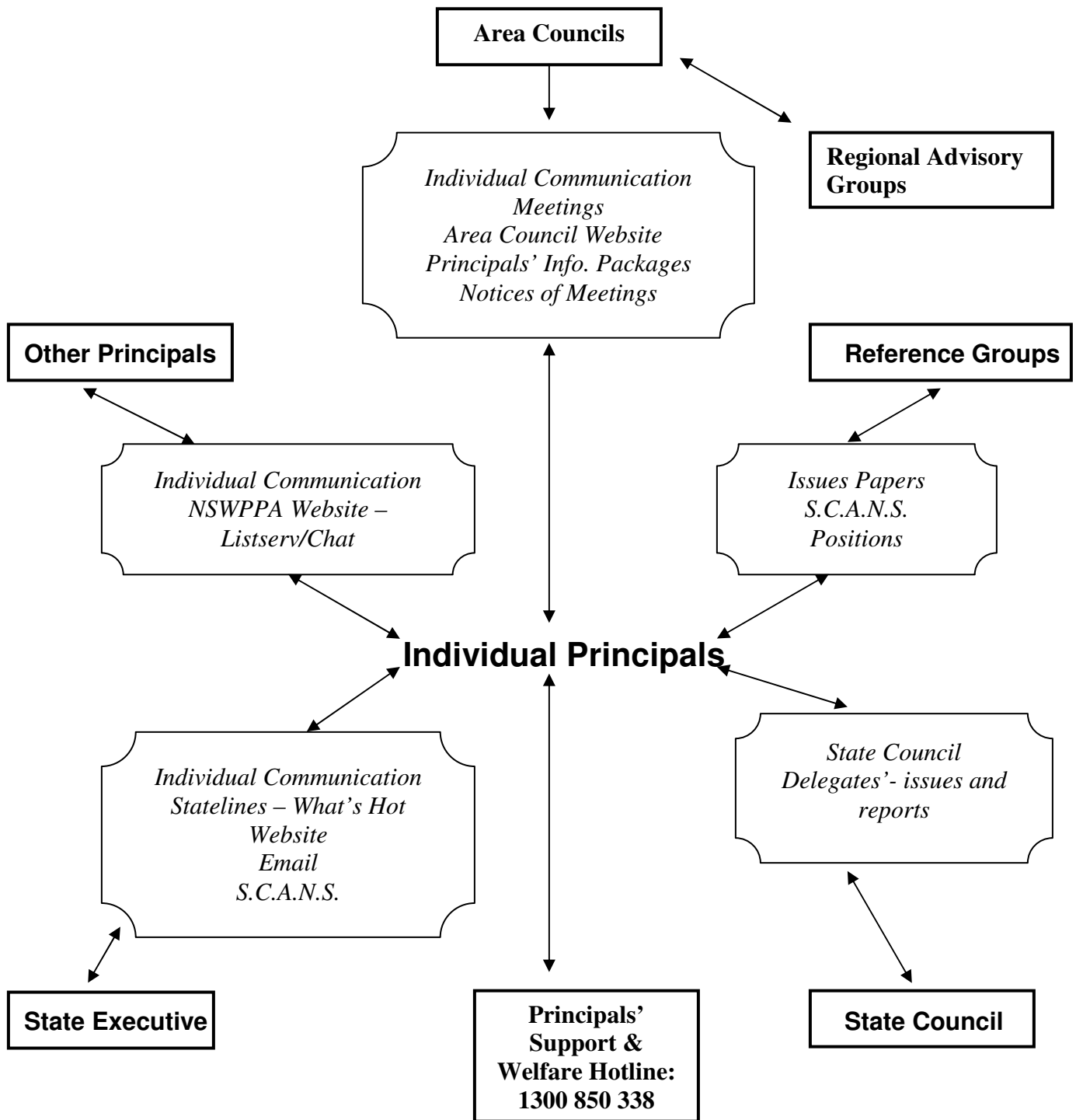
**Legal Issues; Promotion of Public Education; State Conference.**

### **Working Party:**

**School Leadership; Sustaining Quality Schools**

***Reference Groups, Standing Committees and Working Parties are the policy "engine room" of the Association  
– volunteer to take part !!***

# NSWPPA COMMUNICATION LINKS



## Some Communication Strategies

- **What's Hot** (NSWPPA Newsletter) – these are emailed to every Principal on a regular basis to keep all members up to date on emerging matters. Past issues of 'What's Hot' are available on the NSWPPA website dating back to late 2002. To see the current 'What's Hot,' visit the NSWPPA website at <http://www.nswppa.org.au> and click the 'What's Hot' button.
- **SCAN** (State Council Advisory Network) – 5 Principals in each Area are nominated by their Area Council to receive and respond to email surveys requiring urgent information. Replies are required within 48 hours and are used to inform Association policy.
- **NSWPPA Website** (<http://www.nswppa.org.au>) - this is regularly updated by the Association's Website Manager with important information for all members. Access to listservs, user groups, the Principal's Toolkit assistance centre and other key sites is via the website.
- **A 'Members Only' secure section of the site has been added in 2006 and all members are encouraged to register.**
  - Keep a regular check on the **Noticeboard** on the main page and the
  - **Announcements** link for items from other organisations
- **Issues Papers** – Proformas are available from Area Councils to enable all Principals to raise important issues. Issues raised at Area Council meetings may then be taken up at the Regional Advisory Group meeting or submitted online to the NSWPPA Executive via the NSWPPA Website.

## MEMBERSHIP ENTITLEMENTS

### Financial Membership of an Area Primary Principals' Council enables Principals to:

- access Professional Development activities directly relevant to their school leadership role;
- ensure their voice is heard in shaping Local, Regional, State and National educational policies;
- participate in an outstanding collegial network that focuses on peer support for individuals and the elevation of the Principalship in its community standing;
- attend Area Primary Principals' Council Meetings each Term, where local issues are discussed;
- attend Combined Area or Regional Conferences (at cost) where these are organised by local committees;

- attend the NSWPPA Annual State Conference and AGM (at cost);
- be nominated for NSWPPA Awards, such as the Professional Award, the Social Justice and Equity Award and the Aboriginal Education Award;
- be eligible to apply for professional development and travel grant subsidies;
- be affiliated members of the Australian Government Primary Principals' Association (AGPPA);
- be affiliated members of the Australian Primary Principals' Association (APPA);
- access the Australian Principal Associations' Professional Development Council (APAPDC);
- stand for leadership office at all levels of Australian Principals' organizations; and
- share the delights and challenges of the Principalship with enthusiastic, sympathetic and supportive peers!!!

***By being an active member of your Area Primary Principals' Council, you are a member of one of the largest and most effective Public Primary School Principals' Associations in the world.***

## **CONSTITUTION**

Each member may access a copy of the Constitution of the NSWPPA Inc. from the Association website on ([www.nswppa.org.au](http://www.nswppa.org.au))

A Membership Badge is to be presented to new members at their first Area Council Meeting, by the Area Council President.

## **EXAMPLE OF A YEAR'S MEETING / TELECONFERENCE SCHEDULE**

<b>Week 2 or 3 each Term</b>	Area Council Executive Meeting
<b>Week 3 or 4 each Term</b>	Area Council Meeting
<b>As required</b>	Regional Advisory Groups Meeting (with Regional Director)
<b>Week 8 or 9 each Term</b>	State Council of NSWPPA Inc. Meeting
<b>Week 2 Term 4</b>	State Conference and Annual General Meeting of the NSWPPA

# NSWPPA MEMORANDUM OF UNDERSTANDING WITH THE DEPARTMENT OF EDUCATION & TRAINING

The NSWPPA has a Memorandum of Understanding with the NSW Department of Education & Training. This Memorandum states that the Association is the peak advisory body to the Director-General on Primary Education. NSWPPA meetings are organised to deal with the business of the Association and may be held during school hours or, in some cases, outside of school hours.

**N.B. An amount equivalent to 4 Relief Days per year for each PP5 / PP6, for attendance at Principals' Council Meetings, is included in those schools' global funds.**

This acknowledges the importance of Principals' Council Meetings and the Director-General's strong focus on Principals being involved at the Area level and endorses the legitimate re-direction of funds for the attendance of all Principals at Council Meetings.

## YOUR CONTACT DETAILS

### \_\_\_\_\_ AREA COUNCIL EXECUTIVE AND CONTACTS

Area Council President _____	Tel: _____	Fax: _____
Area Deputy President _____	Tel: _____	Fax: _____
Area Secretary _____	Tel: _____	Fax: _____
Area Treasurer _____	Tel: _____	Fax: _____
Other Executive _____	Tel: _____	Fax: _____
Other Executive _____	Tel: _____	Fax: _____
Welfare Contact _____	Tel: _____	Fax: _____
Orientation Colleague _____	Tel: _____	Fax: _____

For current contact details, visit the NSWPPA website at

<http://www.nswppa.org.au>

or call the NSWPPA Office on

02 83993141