

**MINUTES OF ANNUAL GENERAL MEETING**  
**Held at 6.00pm on Thursday 3 April 2014**  
**at the Education Development Centre, Milner Street, Hindmarsh**

**1. PRESENT**

Jeff Wait (President, SASSLA), Rob Harkin (DECD), Michele Pope (William Light R-7 School), Jocelyn Osborne (DECD), Steve Freeman (Reynella Primary), Riley Smitheram (Mt Barker Primary), Ilia Tsoutouras (Virginia Primary), Marion Coady (Blackwood High), Olivia O'Neil (Brighton Secondary), Kate Martin (Seaview Downs Primary), Susan Hyde (ASMS), Sue Burtenshaw (Findon High), Ann O'Callaghan (DECD), Mirjana Grubor (Brompton Primary), Tyson Grinham (Brompton Primary), Chris Minear (Crafers Primary), Richard Leach (Findon High), Phil Johansen (Highgate School), Deb Hancock (Modbury West Primary), Kate Martin (Seaview Downs Primary), Terena Pope (Para Vista R-7 School), Brett Darcy (Rose Park Primary), Pam Kent (SAPPA), Leanne James (Executive Assistant, SASSLA), Morry Bailes (Tindall Gask Bentley), Amber Sprague (Tindall Gask Bentley).

**1.1 Apologies**

Liz Schneyder (Henley High), Sue Woollard (Blackwood Primary), Matt Evans (Jamestown Community School), Carolyn Zubrinich (Port Augusta West Primary), Terry Sizer (Yorke and Mid North RO), David McClay (Northern Adelaide RO), Christine McDonald (Belair Junior Primary), Kerry Dollman (Northern Adelaide RO), Tony Green (Port Lincoln High), Grant Ley (Morphett Vale East Primary), Jan Love (Cambrai Area School), Stewart Miller (Moorak Primary), Catherine Wilson (DECD), Patrick Moran (Elizabeth Park Schools), Ann Kibble (DECD), Deb Graham (DECD), Stewart Rhodes (Maree Aboriginal School), Lyndall Bain (Banksia Park International High), Kath McAlister (Coomandook Area School), Lia Tedesco (School of Languages), Chris Burdett (Para Vista CPC-7 School), Catherine Cox-Walliss (Mt Barker South Primary), Trevor Fletcher (Eastern Fleurieu School), Penny Tranter (Seaview High).

**2. PRESIDENT'S WELCOME - Jeff Wait**

Jeff Welcomed members and introduced special guests Morry Bailes and Amber Sprague from Tindall, Gask Bentley. Jeff also introduced SASSLA's new Executive Assistant, Leanne James.

**3. MINUTES OF PREVIOUS AGM 4 APRIL 2013**

**MOVED:** *That the minutes of the previous Annual General Meeting dated Thursday 4 April 2013 be accepted as a true and accurate record.*

*Moved: Steve Freeman*  
*Seconded: Marion Coady*  
**CARRIED**

#### 4. **GUEST SPEAKER – Morry Bailes**

Morry Bailes, from Tindall Gask Bentley, discussed the process of registering SASSLA as an Industrial Association. Morry is also the President of the South Australian Law Society and Tindall Gask Bentley has assisted SASSLA with legal matters for the past 14 years.

Morry explained that the process of registration is firstly made by application to the South Australian Industrial Relations Commission. If objections to the application are received the matter will have to be decided by a hearing of the Commission. SASSLA currently meets the eligibility criteria of having one employee or more, being governed by a constitution and rules, carrying out a yearly independent auditing process and having more than 100 members. The pros of becoming a registered Industrial Association include the power to work under the Fair Work Act 1994 which involves:

- The power to enter into the enterprise bargaining agreement process
- Power for the Association for entry and inspection of sites
- Indemnity for torts
- Consultation on award changes
- Board made decisions can evolve further

The disadvantages include the legal cost assuming that an objection is lodged by the AEU. The Commission may also restrain our membership by changing the type of members that can join which may shrink our membership base. Morry explained that SASSLA needs to prove the “Conveniently Belong Test” meaning that if members can conveniently belong to another organisation that can fulfil their needs then our application can be refused. This is decided by an objective test and examines if the current industrial body is accurately representing its members. We have the evidence that our organisation exists because the AEU does not represent leaders. We also have many examples that we can point to if evidence is needed. Morry believes that we should be able to overcome the Conveniently Belong Test. However, the government can also intervene through an objection from the Minister of Education. SASSLA therefore needs to gather the necessary evidence for the eligibility criteria and the Commission will then set a timetable to review our application.

Questions from members included:

- Can we take precedence from the Australian Principal’s Federation’s recent win in becoming an Industrial Association in Melbourne? Morry advised that we are under a State Act and not a Federal Act and therefore it is better to find precedence under state law.
- Can the AEU only object by saying that members are adequately represented by them? Morry reiterated that we need to meet the Conveniently Belong Test.
- Is the AEU the only body to be able to object to our application? Morry advised that the PSA can also object, however, it is not uncommon in South Australia for two industrial bodies to exist especially when interests collide with interests of both industry bodies.

**5. PRESIDENT'S REPORT – Jeff Wait**

Jeff discussed that our recent conference was well attended and provided good information on workloads and gave a social outlet for leaders. Jeff then read his President's report which is attached to the minutes at Annexure A.

**MOVED:** *That the President's report of 2013 be accepted.*

*Moved: Kate Martin*  
*Seconded: Michele Pope*  
**CARRIED**

**6. EXECUTIVE ASSISTANT'S REPORT – Leanne James**

Leanne read the Executive Assistant's report which is attached to the minutes at Annexure B.

**MOVED:** *That the Executive Assistant's report of 2013 be accepted.*

*Moved: Tyson Grinham*  
*Seconded: Terena Pope*  
**CARRIED**

**7. FINANCIAL REPORT – Leanne James**

The audited profit and loss statement was circulated to members with the meeting papers showing a net profit of \$63,696.62 for the year ending 31 December 2013.

**MOVED:** *That the financial report of 2013 be accepted.*

*Moved: Marion Coady*  
*Seconded: Steve Freeman*  
**CARRIED**

**8. INTRODUCTION OF 2014-2015 BOARD FOLLOWING THE ELECTION**

Jeff advised members of continuing Board Members and congratulated the newly elected Board Members Tyson Grimham and Patrick Moran.

*Continuing from 2013 until 2015 inclusive:*

- Marion Coady (Principal, Blackwood High)
- Steve Freeman (Principal, Reynella Primary)
- Tony Green (Principal, Port Lincoln High)
- Susan Hyde (Principal, Australian Science and Mathematics School)
- Michele Pope (Principal, William Light R-12 School)

*Elected 2014 for a two year tenure:*

- Rob Harkin (Review Officer, Schools Improvement and Accountability Unit DECD)
- Trevor Fletcher (Principal, Eastern Fleurieu School)
- Patrick Moran (Principal, Elizabeth Park Primary)
- Tyson Grinham (Principal, Brompton Primary)

**9. VOTE OF THANKS TO RETIRING BOARD MEMBERS**

Jeff formally thanked Sue Woollard who has now retired from the Board.

**10. OTHER BUSINESS**

10.1 Appointment of Auditors

**MOVED:** *That JSA Accounting be appointed auditors for the Association for the financial year ending 31 December 2014.*

*Moved: Marion Coady*  
*Seconded: Steve Freeman*  
**CARRIED**

**CLOSE 6.55pm**

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Signed, Chief Executive

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Date



**SASSLA ANNUAL GENERAL MEETING 2014**  
**PRESIDENT'S REPORT FOR THE YEAR ENDING**  
**31 DECEMBER 2013**

2013 was the first year I have been able to work as President without having the responsibilities of running a school as well. I retired from being a Principal in January 2013 and have been able to continue my position on the SASSLA Board and as President. In this role I have worked the equivalent of one day per week but I have really valued the opportunity to have more flexibility and control over my time. The reality of this position is that I need to be able to respond to members' needs quickly and also be available for meetings and consultations with DECD, political parties and other school leader associations. This has been much more easily facilitated this year. I now wish to report on some of the specific actions and achievements of 2013.

**Strategic Planning**

In March/April 2013 the SASSLA Board decided that we needed a current picture of our members' views on urgent issues and priorities. To this end we surveyed members and prepared an "Issues Paper". Consequently, we were able to use this information to inform our discussions with the Minister, the newly appointed CE of DECD and the Opposition Spokesperson for Education. We were very aware the state elections would be called early in 2014 and that we should work to ensure that both political parties were aware of our Association and the views of our members. A major focus in these discussions centred on the work of SASSLA on behalf of members' industrial concerns and agendas. The reality of this has ensured that we are consulted with regard to aspects of the implementation of the current EB Agreement as well as being kept informed concerning the major change agendas of our department. We have continued to inform our members about these consultations and also provided updates from our legal team concerning things like HSW legislation and changes to Workcover laws.

However, it is still very evident that SASSLA is not always given the opportunity afforded to other organisations that are registered as "Industrial", like that of the AEU and PSA. There continues to be active opposition from the AEU when it comes to having SASSLA included in a range of consultations on issues that impact on the work of our members. Our Board is certainly keen to address this situation with officers from DECD and does so at every opportunity. This work will continue this year.

In the latter part of last year our Board commissioned some research to explore the process and advantages of becoming a Registered Industrial Association. Following the conclusion of this exercise the Board passed a motion in December 2013 to begin this process. This is planned to start following the state election that has just taken place. Tonight you have heard from our guest speaker, Mr Morry Bailes from TGB, about that process and it is with great excitement that we have announced this crucial next phase in the evolution of SASSLA. This will be a major focus for 2014.

We have now been operating from our office in Edwardstown for 12 months. This move was announced at the AGM last year and has ensured that SASSLA has a visible and recognised base and presence. Our website has also been upgraded for use by members and interested people. The

Board also wanted to ensure that we had sound succession planning for the positions of President and Executive Assistant in place. Therefore, simple changes to our constitution have been made to enable the position of President to be renamed as Chief Executive, effective from the first Board meeting following this AGM. The Board has the responsibility to make this appointment using any process they decide is appropriate. I am pleased to announce that I have been appointed to this position for the next year with a right to a further year's extension by mutual agreement.

The Board will also be selecting a Chairperson and Deputy Chairperson in line with these changes to its operation. The Chief Executive will now be responsible to the Board for all aspects of the role and achieving the desired outcomes of the association.

Following the retirement of our inaugural Executive Officer at this time last year, a new role statement for the position of Executive Assistant was developed and Ms Janine Power was appointed to this position. Janine has now left our association and I am pleased to formally welcome Ms Leanne James to this position. Leanne has been working with us for the last few months and has already demonstrated that she will be a highly valued member of our team.

### **Enterprise Agreement 2012**

At the last AGM I reported on the successful involvement of SASSLA in the 2012 EB negotiation. This EA continues to be in place until June 2015 but already we need to be thinking about the future. This will be a major priority this next year. Throughout the last year there have been ongoing consultations between DECD and the unions that signed off on the agreement, being the AEU and PSA. Some of the decisions that have subsequently taken place have caused considerable stress on leaders and have shown little concern for the impact on leaders' work. As I have stated already, SASSLA has not been formally admitted to these discussions and we believe that this must be addressed. Consultation with our members will be taking place to prepare our position for involvement in the next stage of a new industrial negotiation. The industrial experiences of other leaders' groups around the country in the last year have reinforced again the importance of our role in trying to get the views of leaders' acknowledged and addressed.

### **Legal Support to Members**

This service remains a most important part of SASSLA's work. This year we have supported more than 45 members and always have approximately 12 active cases at any given time. The major areas of support to members include defamation issues and clarification, disputes with staff, school/site investigations, Workcover, decision making, workload, parent complaints and disabilities legislation. SASSLA continues to stress the need for DECD to address issues around the health and safety of its workforce.

### **Links with the Australian Principal's Federation (APF)**

Since May 2012 the APF has been granted federal registration as a separate union for school leaders in the Federal Court of Australia. This process took many years, a lot of money and was bitterly opposed by the AEU. This decision has opened the door for ongoing discussions about possible involvement with the APF for SASSLA and other principals' organisations around the country. The Vice President and I attended the APF national meeting and AGM in November last year. Our relationship with the APF is strong and positive. It has been interesting to observe the work of the APF in dealing with a range of issues around staff development policies in recent months. This has once again highlighted the all too often experienced reality of a lack of understanding of the

impact of poorly thought out ideas that leaders are expected to implement in their sites. The national agenda for registration of separate principals' industrial associations continues to be a hot issue around the country.

### **Thanks and Acknowledgments**

I wish to acknowledge and thank a number of people for their ongoing work and commitment to SASSLA.

Firstly, to our outgoing Executive Officer, Janine Power, who only served in the role for 10 months but in that time made a significant contribution to the ongoing development of SASSLA. On behalf of everyone I have wished her well in her new business ventures.

Thanks also to Leanne for her ability to quickly embrace the work of SASSLA and support the Board and our members.

To the Members of the Board, who voluntarily give their time and expertise throughout the year to ensure that SASSLA remains the pre-eminent professional association for the provision of legal and industrial support to school leaders in South Australia. This work requires additional time after their fulltime work and a willingness to participate in other SASSLA activities as required. I sincerely thank all members for their united support and active participation in our achievements in 2013 but also in the strategic planning necessary to ensure the exciting future of our organisation.

Not part of the newly elected Board is Sue Woollard. Sue has been on the Board for the last four years and has contributed greatly to our ongoing work and effectiveness. Thanks Sue for all your contributions.

I would also like to thank Marion Coady for her support and assistance throughout the year in her role as Deputy President.

Our elections for a new Board have been announced tonight. Four vacancies have been filled and I thank all those who nominated and congratulate those who have been elected. I look forward to working with this Board in 2014 and 2015.

To our wonderful legal support team at Tindall Gask Bentley (TGB), who once again have provided top quality advice and support in all aspects of our operations this year. Of particular note this year was the support to explore the pros, cons and process to seek registration as an industrial association. My sincere thanks to Morry Bailes, Amber Sprague, Richard Yates, Peter Alexander, Sarah Draper and Sam Hooper. It is wonderful to be able to continue to work with this team and to know that our professional relationship will be ongoing in future years.

### **Credit Union SA**

We appreciate your support of our AGM this evening and we continue to maintain some of our investments with your company as your rates are very competitive.

### **Future Challenges**

2014 will be a year that presents a range of challenges for our members and therefore for our Association. The implementation of the "Partnerships" model across our system and the changes that

will occur as a result of the recent election will guarantee a very busy and challenging agenda for SASSLA. There remains a very real imperative to grow our membership base and so we must continue to spread the good news about SASSLA to all potential members. Our numbers are very sound but there is great value in weight of numbers. Your work in this regard is very important. Our recent conference was well attended and provided both a great opportunity for members to hear very helpful and timely input but also to share ideas with our organisation. We will look to explore more information sharing opportunities this year.

Finally, I would like to thank you for your attendance here this evening. Our association is only ever as strong as our members support for it. I acknowledge the increasingly complex work that school leaders carry out and I undertake to ensure that SASSLA provides the best possible support to members as required.

Thanking you.

**Jeff Wait**  
**President SASSLA**





**SASSLA ANNUAL GENERAL MEETING 2014**  
**EXECUTIVE ASSISTANT'S REPORT FOR THE YEAR ENDING**  
**31 DECEMBER 2013**

I am pleased to outline the activities and achievements of the South Australian State School Leaders Association for the past year as required by our Constitution. The Association is now in its 14 year of operation and even though I am new to this role I have gathered the relevant information of the position during 2013. I am employed by SASSLA for 10 hours a week, working with a flexible approach both in the office and from home. However, I am on call for members all week. Jeff and I generally work from the office on a Tuesday to discuss current matters and organise activities.

### **2014 Board Elections**

The Australian Electoral Commission recently conducted the election of Board Members, with four members being elected for a two-year term, and five members continuing for another year of their two year term. This arrangement was introduced to ensure continuity of Board members each year.

***Board Members Continuing from 2013 until 2015 inclusive:***

- Marion Coady (Principal, Blackwood High)
- Steve Freeman (Principal, Reynella Primary)
- Tony Green (Principal, Port Lincoln High)
- Susan Hyde (Principal, Australian Science and Mathematics School)
- Michele Pope (Principal, William Light R-12 School)

***Newly Elected Board Members elected for a two year tenure 2014 to 2016 inclusive:***

- Rob Harkin (Review Officer, Schools Improvement and Accountability Unit DECD)
- Trevor Fletcher (Principal, Eastern Fleurieu School)
- Patrick Moran (Principal, Elizabeth Park Primary)
- Tyson Grinham (Principal, Brompton Primary)

### **2013 Board Review**

During 2013 the Board met ten times. The Board's achievements and activities for the year have been:

- Ongoing advice on legal and industrial matters from Tindall Gask Bentley.
- Jeff and Marion attended the SACE Merit Ceremony.
- Updating the constitution to reflect internal structural changes in the Chief Executive's and Executive Assistant's duties.
- Liaison with other leaders' associations.
- Jeff and Tony participated in the ANZELA conference in Hobart in October.
- Various Board Members attended "Is the Law Keeping up with Technology?" conference hosted by TGB and with guest speaker Chief Justice, Chris Kourakis.
- Invited by David Pisoni, Opposition Spokesman for Education, to attend a budget breakfast meeting in June.
- Meeting with the Minister of Education, Hon Jennifer Rankine, in November to develop ongoing communication with SASSLA.

- A survey of members was carried out to obtain information for strategic planning purposes. 28 responses were received and this information was valuable in identifying some strategic priorities, particularly in the areas of attracting new members, raising SASSLA's profile and gaining networking opportunities.
- Jeff and Marion met with Chief Executive, Tony Harrison in September to deliver and discuss SASSLA's Development of Issues Paper.
- Marion attended the SA Public Teaching Ceremony in October.
- Various meetings throughout the year with Tony Harrison, CEO DECD, Trevor Radloff, DECD and David Pisoni, Opposition Spokesman for Education, to address issues affecting school leaders.
- Marion and Jeff attended the Australian Principals Federation dinner and AGM in October in Melbourne.
- Jeff produced a members' newsletter each term that was emailed to members and also made available on our website.
- A membership drive was carried out via letters posted to all state school leaders. This attracted approximately 25 new members.

## **Membership**

New memberships are activated by the receipt of a membership application, either via email or post. New memberships are tabled for acceptance by the Board and notified to Shared Services SA by e-mail. The fortnightly summary of payroll deductions from DECD is reconciled with the database and payroll deduction records. A Statement of Contributions is posted to members in June of each year. Updating of e-mail address and postal address contact details for members is an ongoing process.

As at the final Board Meeting of 21 November 2013, SASSLA had 341 members. There were 34 new members registered and 30 retirements or resignations during 2013. Members are represented in all leadership positions, across all regions and levels of schooling. We currently have 339 members.

## **Finances**

Financial results are detailed in the accompanying financial reports and members' funds remain at a healthy level.

Credit Union SA continued its sponsorship, providing printing of materials for the AGM, and a \$400 allocation which we used towards expenses for tonight's meeting.

## **Marketing**

A new flyer was developed promoting the legal assistance that we offer and this was sent out with the membership drive.

## **Future Direction**

Feedback from members is very positive and respect for the reputation of the work of SASSLA continues to grow. Further growth in membership will give us greater resources to act on behalf of the increasing number of members who need advice. I have a background in marketing and my aim for this year is to drive new memberships and support existing members through the development of a comprehensive marketing strategy. This will look at what our major competitor (AEU) is doing, our

strengths and weaknesses and developing a solid customer relationship management system (CRM) through the greater utilisation of our website, social media and a database for members' details.

I thank you for your support of SASSLA through your membership, and I look forward to my continued work with the Board during 2014.

**Leanne James**  
**Executive Assistant**