
EXECUTIVE MEETING MINUTES 2/24

SATURDAY 07 DECEMBER 2024

ACKNOWLEDGEMENT OF COUNTRY

President Ruth Mirams opened the meeting by acknowledging Country, connecting in from Waramungu country, acknowledging Waramungu Elders past and present and extended that acknowledgement to the Elders of the Country that all Members were joining from.

MEETING OPENED: 9:08am

ATTENDEES

Ruth Mirams	President
Wayne Green	Vice President and Barkly Schools Regional Representative
Lauren Winter	Central Schools Regional Representative
Tanya McKenna	Top End Schools Regional Representative
Fred Richardson	Invited Member
Noel Carpenter	Invited Member
Michelle Parker	Executive Officer

APOLOGIES

Richelle Kent	Treasurer
Noela Anderson	Big Rivers Schools Regional Representative
Simon Niblock	Darwin Schools Regional Representative

DECLARATIONS OF CONFLICT OF INTEREST

President invited Members to advise of any conflict-of-interest declarations with none declared.

INDUCTION

The Executive Officer provided an overview of NTCOGSO's establishment and mission, highlighting the legislative framework, governance structure, and the integral role of regional councils in representing and supporting school communities.

SCHOOL FEES AND VOLUNTARY CONTRIBUTIONS

Executive discussed school fees and voluntary contributions prior to welcoming guest Tanya Salabay from the Department of Education and Training to speak on this.

Executive agreed on the following key positions:

1. Curriculum fees are not legal.
2. The department is responsible for compliance and needs to address the legal basis for this issue, both now and historically.
3. NTCOGSO do not support charging fees for educational activities which support learning, including social and emotional learning. Diverse activities support outcomes and attendance.
4. NTCOGSO encourage the department to take a holistic and child-centred approach to this issue. Attendance, inclusion, language and literacy should be the focus.

GUEST: TANYA SALABAY | DIRECTOR SCHOOL REVIEW AND OPERATIONAL POLICY, QUALITY STANDARDS AND REGULATION | DEPARTMENT OF EDUCATION AND TRAINING

The Executive Committee welcomed Tanya Salabay.

Tanya Salabay acknowledged that school fees and voluntary contributions have been a contentious issue for some schools and parent groups. In response to a request from NTCOGSO and other emerging concerns, the department initiated a review due to the lack of clear guidance in this area. A review of school websites was conducted, supported by legal advice, leading to the development of a discussion paper for consultation. Internal consultations have taken place, with further discussions planned with school principals. The aim is to establish a clear and updated policy reflecting current practices, including the use of apps and modern payment methods.

Executive Members highlighted their concerns including risk to the Department as well as lack of affordability and transparency to families.

The Executive Members encouraged the Department to circulate communications to all school Principals and Business Managers that under no circumstances are schools to charge a fee for anything related to curriculum. Schools to be required to send the Department the proposed fee schedule and the Department will confirm what within that is chargeable. If payments are received, schools will be liable to refund families.

School of the Air and Distance Education were also discussed regarding the purchasing of equipment required to learn from home. Tanya Salabay advised they would take this on notice.

ACTION: That the President formally write to the Chief Executive to stress the current risk to the Department of school fees being charged in 2025 and request that the department ensure fees on curriculum are ceased immediately.

1. MINUTES

The President summarised the last meeting agenda minutes with the Executive.

The unconfirmed minutes of the Executive Meeting held on 10 November 2024 were confirmed as a true and accurate record, subject to amendments.

2. BUSINESS ARISING

2.1 Action Items from Executive Meeting 14 September 2024

4.2 NSW Department of Education and P&C Federation NSW Partnership Agreement 2023 – 2033 ACTION: Executive to consider seeking a partnership agreement with the Department similar to the 'NSW Department Of Education and P&C Federation NSW - Partnership Agreement 2023 - 2033'.	Unactioned Carried over from JUN (4.6) to SEP meeting. Carried over from SEP (4.2) to DEC meeting to allow incoming Exec members to consider.
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2.2 Action Items from Executive Meeting 10 November 2024

3.8 NT Board of Studies Report ACTION: NTCOGSO to note when nominations for the Parent Representative position is open and communicate to members.	Current Term of Office for members, including Parent Member is: 01/01/2024 to 30/12/2026.
4.1 Filling of Vacancies ACTION: NTCOGSO to seek nominations for Treasurer from all SRB members.	Included in E-Newsletter 28 Nov.
Consideration of Invited Members ACTION: President to send formal letter of invitation to Noel Carpenter.	Completed.
Consideration of Invited Members ACTION: President to send formal letter of invitation to Fred Richardson.	Completed.
ACTION: President to send formal letter of invitation to Fred Richardson to the role of Public Officer.	Completed.
Executive Committee Member Responsibilities ACTION: Add to December Executive Committee meeting: Communications Access of regional SRB contacts for regional representatives.	Completed. Added to 7 December agenda.
4.3.2 Strategic Plan ACTION: Executive Officer to circulate a copy of the 'Strategic Plan – Focus Goals' which was discussed and finalised in the September Executive meeting.	Completed.
4.3.2 Strategic Plan ACTION: Executive Committee members to review the Strategic Plan 2021-24 prior to the December meeting to either continue or amend for 2025-29.	Executive Committee to complete.

4.3.2 Strategic Plan ACTION: Executive to ensure Loata Brown has a copy of the Strategic Plan to review.	Closed. Loata ineligible for Executive Committee as currently not a parent of a child in a government school.
4.4 All Full Council Motions ACTION: Executive Committee to review historic motions, decide on which motions are ongoing and which should be closed out. Executive Committee to take the closed-out motions to the 2025 Full Council.	Completed. December meeting agenda and papers.
4.4 All Full Council Motions ACTION: Executive Officer to sort relevant motions into the categories determined by Members: <ul style="list-style-type: none"> o School based counsellors o Infrastructure o Road safety o Staff housing o Students with individual needs o Policy o Local, critical issue 	Ongoing.
4.4 All Full Council Motions ACTION: Executive Officer to request an updated regional office organisational chart.	Completed. Email request sent 4 Dec.

4.2 NSW Department of Education and P&C Federation NSW | Partnership Agreement 2023-33

ACTION: President and Executive Officer to review the NSW Partnership Agreement and prepare recommendations for the Committee to consider.

East Arnhem Regional Representative Vacancy

Executive Officer noted the update since the 10 November meeting that the East Arnhem Regional Representative elected at the 2024 AGM is ineligible for the position as they don't have a child in a government school. The position is therefore vacant and the Executive Committee will open expressions of interest following the March 2025 AGMs.

Noel Carpenter expressed their support to assist once AGMs have been held and school bodies appointed.

4.4 All Full Council Motions

'**ACTION:** Executive Officer to sort relevant motions into the categories determined by Members'.
Amendment: Status to read "ongoing".

Business arising as tabled 7 December confirmed as true and accurate noting the action and amendment.

Moved: Wayne Green **Seconded:** Tanya McKenna

CARRIED

3. REPORTS

3.1 PRESIDENT REPORT

President provided an overview of the meetings attended as well as media representation for ABC Darwin on 'truancy officers' at schools.

Executive noted the President's verbal update.

3.2 TREASURER REPORT

- 3.2.1 FINANCIAL STATEMENT – 30 Nov 2024
- 3.2.2 PROFIT AND LOSS – 30 Nov 2024
- 3.2.3 BALANCE SHEET – 30 Nov 2024

The Executive Officer presented the financial statement and reports on behalf of the Treasurer. Executive received the Treasurer report.

Moved: Fred Richardson **Seconded:** Wayne Green **CARRIED**

3.3 CORPORATE REPORT

The Executive Officer covered the meetings attended since November and overviewed the corporate position of NTCOGSO.

Executive received the Corporate report.

Moved: Fred Richardson **Seconded:** Noel Carpenter **CARRIED**

3.4 CORRESPONDENCE WORTH NOTING

Executive noted the Correspondence.

Moved: Tanya McKenna **Seconded:** Lauren Winter **CARRIED**

3.5 REGIONAL REPORTS

3.5.1 BARKLY

Executive Officer noted governance support training has been scheduled for term 1, and NTCOGSO will endeavour to schedule the Term 1 Barkly Schools Regional Council meeting during the same trip.

Executive noted the verbal update for the Barkly Region.

3.5.2 BIG RIVERS

Executive received the report tabled for Big Rivers Region.

3.5.3 CENTRAL

Central Regional Representative noted the term 1 2025 general meeting has been scheduled for 10 March along with AGM support and governance training for Bradshaw Primary and Centralian Senior College.

Executive received the report tabled for Central Region.

Moved: Lauren Winter Seconded: Tanya McKenna

CARRIED

3.5.4 DARWIN

Executive received the report tabled for Darwin Region

3.5.5 EAST ARNHEM

Executive received the report tabled for East Arnhem Region.

3.5.6 TOP END

Top End Regional Representative noted the term 1, 2025 general meeting has been scheduled for 18 February. It was noted this meeting may need to be rescheduled as attendance is historically low prior to the school AGMs.

Executive received the report tabled for Top End Region.

Moved: Tanya McKenna

Seconded: Lauren Winter

CARRIED

Executive accepted all Regional Reports.

3.6 TEACHER REGISTRATION BOARD REPORT

Executive noted nil report for the Teacher Registration Board.

3.7 NT BOARD OF STUDIES REPORT

Executive noted nil report for NT Board of Studies.

3.8 NTCOGSO | DET MEETINGS

The following meeting schedules was provided in the meeting papers:

NTCOGSO | DET MEETINGS

3.8.1 School Education Advisory Group (SEAG)

Quarterly

Tuesday 3 December

2025 dates TBC

- 3.8.2 **NTCOGSO | Chief Executive**
Bi-Monthly
NTCOGSO requested meeting prior to 20 December 2024
2025 dates TBC
- 3.8.3 **NTCOGSO | Student Wellbeing, Inclusion and Program Services (SWIPS)**
Bi-Monthly
Thursday 5 December
- 3.8.4 **School Based Policing Program (SBPP) Consultative Group**
Bi-Annual
Nil scheduled
- 3.8.5 **Education Engagement Strategy Governance and Implementation Committee (GIC)**
Quarterly
Nil scheduled (Last meeting 17 Jul)
- 3.8.6 **Occupational Violence and Aggression in Schools (OVA) Committee**
Quarterly
12 Dec

Executive noted the NTCOGSO | DET meeting schedule.

3.9 NTCOGSO | MINISTER MEETINGS

The following was provided in the meeting papers:

NTCOGSO | MINISTER MEETINGS

02 DEC 2024 | Introductory Meeting | Online

NTCOGSO Agenda Items:

ITEM 1. School Based Counsellors (standing agenda item)

The Executive is seeking to discuss the commitment from government for permanent, full-time school-based counsellors attached to an individual school.

ITEM 1. School Based Policing Program (standing agenda item)

The Executive is seeking to discuss the commitment from government for permanent, full-time school-based police officers attached to an individual middle and senior school.

ITEM 3. Student Safety on School Bus Services | Motion | 1.1_2024

“THAT NTCOGSO urgently calls on the Education Minister to ensure that school bus transport services prioritise and improve student safety, provide adequate supervision and a secure environment for all Northern Territory students on their journeys to and from school.”

Executive noted the NTCOGSO | Minister report.

4. GENERAL BUSINESS

4.1 SCHOOL FEES AND VOLUNTARY CONTRIBUTIONS

Executive discussed this item prior to welcoming Tanya Salabay from the Department to discuss the item further.

4.2 COMMUNICATIONS | ACCESS OF REGIONAL SRB CONTACTS FOR REGIONAL REPRESENTATIVES

Carried over to March Executive meeting.

4.3 STRATEGIC PLAN 2025-29

Noting amendments, Executive endorsed the extension of the Strategic Plan to 2025-29.

Moved: Ruth Mirams Seconded: Tanya McKenna **CARRIED**

FOCUS GOALS 2025-29

The organisations Focus Goals under the Strategic Plan were adopted at the September 2024 meeting. Members discussed these and identified areas for improvement.

Motion: That under 'Goal 4: Leadership', the TRB representation to amended to read – "Identify and nominate suitable candidates to fill the NTCOGSO nominee role on the Teacher Registration Board (TRB)."

Moved: Tanya McKenna Seconded: Wayne Green **CARRIED**

4.4 FULL COUNCIL MOTIONS

This item was addressed at Business Arising - ongoing.

4.5 TOGETHER IN PARTNERSHIP | NSW DEPARTMENT OF EDUCATION AND P&C FEDERATION NSW - PARTNERSHIP AGREEMENT 2023- 2033

This item was addressed at Business Arising - ongoing.

5. EXECUTIVE MEETING SCHEDULE 2025

Members noted Business Committee meetings scheduled first Tuesday of the month 6-7pm.

Executive monthly meetings set for the last Monday of the month and moving away from 'teleconferences' to Microsoft Teams.

ACTION: Executive Officer to send invites for the 2025 executive meetings and update the monthly online meetings previous sent from teleconferences to Teams.

OTHER

ACTION: Executive Officer to amend the cover of Northern Territory map.

Meeting Closed: 12:30 PM
