



## Minutes of the Teachers Refresher Course Committee (Inc)

PLD meeting: 30th May 2019

TRCC Office: 221 Newlands Rd, Newlands, Wellington

**Present:** Serena Tahu, Catha Ritchie, Penny Kinsella, Danielle Sanders, Murray Williams, Anthony Neyland, Chris Mitchell

**Apologies:** Kathryn Levy, Diane Lawrence, Catherine Ryan, Kirsty Farrant, Penelope Pokoati

**Absent:** Monica Mercury

**Whakataukī:** He waka eke noa – A canoe which we are all in with no exception. We are all in this together. An example of when this can be used perhaps when a group of you are going to the movies but one of them doesn't have any money so wouldn't be able to go along. You can say *he waka eke noa*, meaning you will pay as you are all in one group and it would not be the same if they were to miss out.

### Agenda

Item	Discussion	Action
<b>Minutes for the last meeting 9<sup>th</sup> May 2019</b>	New PA for Networks of Expertise appointed – Alexis Smith who will be starting on Monday 17 <sup>th</sup> June 2019.	<b>Minutes of 9<sup>th</sup> May Moved and Passed by Serena/Catha</b>
<b>Update from Governance Committee from Anthony Neyland</b>	<ul style="list-style-type: none"> <li>Budget 2020 to be confirmed at next GC meeting – expect to be the same.</li> <li>Private Policy now been accepted – now official Policy</li> <li>Murray has been working through Handbook and updating – nearly completed</li> <li>General comment: NCEA qualification review. Expecting TRCC support throughout implementation period.</li> <li>Profile/marketing of TRCC has been refreshed and updated – now is the time to look at rebranding. We need to respect whakapapa of TRCC in any proposed name change. GC canvassing people's opinions to determine readiness.</li> </ul>	<ul style="list-style-type: none"> <li>Murray to advise when completed</li> </ul>
<b>Debrief AP/DP Training course 20<sup>th</sup> – 23<sup>rd</sup> May 2019</b>	Murray W said went Extremely well – lots of favourable comments. CD very cooperative.	Rollover comment from Catherine Ryan next mtg
<b>Course Update</b>		

<ul style="list-style-type: none"> <li>• <b>Primary Science</b></li> </ul>	<ul style="list-style-type: none"> <li>• Due to low numbers Murray recommended that we combine all 4 Primary Science courses together to make one in Hamilton as this is where the largest amount of registrations are. Both TRCC &amp; RSNZ have advertised all courses directly with schools several times in Wellington, Greymouth &amp; Alexandra however, low uptake.</li> <li>• Hamilton to go ahead – other 3 to be cancelled.</li> <li>• The PLD committee confirmed that TRCC to make travel bookings and possibly accommodation for those that have registered in Wellington, Greymouth &amp; Alexandra.</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting with Jessie McKenzie Course Director of Primary Science on Tuesday 4<sup>th</sup> June to discuss low registration numbers.</li> <li>• Discuss this with Jessie McKenzie.</li> <li>• Discuss this with Jessie McKenzie.</li> </ul> <p><b>Moved by Anthony to only run Hamilton Primary Science course and cancel Wellington, Greymouth &amp; Alexandra and offer participants to go to Hamilton/Seconded by Serena</b></p>
<ul style="list-style-type: none"> <li>• <b>DDT</b></li> </ul>	<ul style="list-style-type: none"> <li>• Google Forms to send out with 3x questions re PLD courses</li> <li>• Technology mtg on 17<sup>th</sup> May with Ceri de Boo (Course Director) – everything on task.</li> <li>• Budget on task</li> <li>• Discussion re Survey on Facebook</li> </ul>	<ul style="list-style-type: none"> <li>• Develop a flyer on FB &amp; TRCC website asking what type of PLD would TEACHERS like? What CURRICULUM AREA to target?</li> <li>• Next Survey Post for courses – INSERT a question about what other PLD would be of interest.</li> <li>• Chris to find out how to do this by contacting Anyware</li> </ul>
<ul style="list-style-type: none"> <li>• <b>EOTC</b></li> </ul>	<ul style="list-style-type: none"> <li>• Request from EOTC to change to October 2020, they have 5x locations – actual date and locations to be confirmed.</li> </ul>	<ul style="list-style-type: none"> <li>• Add question on Post-Course Survey about what other PLD courses you would like to see TRCC run?</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Drama</b></li> </ul>	<p>Danielle who is on the Planning Committee reports that John Nicholas Saunders is coming over from Sydney to be Keynote Speaker, Peter O'Connor will open the course. The Planning Committee are working to budget of \$15,000.00 they are promoting the course really well.</p>	
<ul style="list-style-type: none"> <li>• <b>Primary Creative Arts</b></li> </ul>	<p>Murray met with Peter O'Connor about a Primary Creative Arts Association being established.– Serena moved that if MOE decline funding to support the establishment TRCC will offer up to \$4000.00 to get it up and running. Seconded: Penny Kinsella.</p>	

<ul style="list-style-type: none"> <li>• <b>PLD Activity</b></li> </ul>	<ul style="list-style-type: none"> <li>• Murray advised that there were possibly 3x other proposals to come: Creative Arts/Geography/Alt Ed.</li> <li>• There have been many hiccups with new website – all resolved and the system is working better now.</li> <li>• Look if any proposals have come in at next meeting on 20<sup>th</sup> June – Action</li> <li>• Murray nearly finished CD planning booklet</li> <li>• NCEA review –TRCC have been asked to support the review.</li> <li>• Discussion on marketing</li> <li>• Discussion on Post-Course Survey question asking participants what other PLD courses would you be interested in</li> <li>• Discussion at looking at those that have subscribed – on who is subscribing and what they want/on FB tell us what you want? Ongoing list of what people are wanting.</li> <li>• Murray reinforced work on Website/Facebook – Toni has become an expert on promoting on FB, everyone to send information in, cant find search function on FB – how does FB adapt to other devices.</li> </ul>	<p>Danielle to make contact with person she met down south who was interested in course Learning to Play</p> <ul style="list-style-type: none"> <li>• Facebook look for 'Survey' option</li> <li>• Look at proposals next meeting on 20<sup>th</sup> June</li> <li>• Murray to inform GC/PLD when book is complete</li> <li>• Look at a survey on FB &amp; TRCC website asking what type of PLD would teachers like? What curriculum area to target?</li> <li>• Next Survey Post for courses – question about other PLD participants are interested in</li> <li>• Chris to find out how to do this by contacting Anyware</li> <li>• Add question to FB about what other PLD courses you would like to see TRCC run?</li> </ul>
<p><b>General Business</b></p> <ul style="list-style-type: none"> <li>• <b>Frequency of PLD Committee Meetings</b></li> </ul>	<p>Serena asked whether we need 3x PLD mtgs in a Term? Opinion was to change to 2x meetings per term 5<sup>th</sup> &amp; 8<sup>th</sup> week of each term.</p>	<p>Leave PLD meetings as is (2<sup>nd</sup>, 5<sup>th</sup> &amp; 8<sup>th</sup> week of Term) but if nothing to discuss on 2<sup>nd</sup> week of Term Serena / Murray to discuss and cancel week 2 – requires monitoring.</p>
	<p><b>Meeting closed at 5.15pm</b></p>	

*S. John* · 13-6-2019.