

# ISNZ Newsletter

By the time you receive this newsletter the 2011 school year will be well and truly underway. We wish all ISNZ Member Schools, our sponsors and associated groups a productive, prosperous and rewarding year.

ISNZ is mindful that the private schools sector faces some challenges in the still uncertain economic climate and as an organisation our focus for 2011 is very much on providing service to member schools, to assist wherever and whenever we can in overcoming some of the challenges that may lie ahead.

This year our strategic imperatives include:

- Promoting the value of a private schools sector in New Zealand and protecting the interests of independent schools
- Strengthening schools' financial sustainability and capacity to grow
- Providing a professional development programme that is based on sharing good practice
- Increasing choice and diversity in ISNZ and its members
- Ensuring that ISNZ has the leadership and resources to continue to be an effective, sustainable organisation, best able to serve its member schools.

We look forward to working with you so that together we might achieve our 2011 strategies. The ongoing support and expertise of the ISA, ISNZ and AHIS Board members is very much appreciated and we would encourage you to make use of the experience and expertise within the Executive boards and our member schools. If you have a problem and need advice please contact the ISNZ office and we will endeavour to assist you or put you in touch with the right person. All schools have issues and challenges to a lesser or greater degree. Just because our schools are governed and managed independently does not mean they should shoulder challenges and issues entirely on their own. If you need help we are here to provide it, it is a core part of our business.

The 2010/2011 Board member lists are given below:

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### ISA Executive

Peter Ferguson (President), King's College  
David Bennett, Scots College  
Peter Couchman, Christ's College  
David McCulloch (Deputy), Saint Kentigern Trust Board  
Garry Moore, St Andrew's College  
Sophia Warren, Springbank School

### AHIS Executive

Julie Moor (President), Rangī Ruru Girls' School  
Peter Clague (Deputy), Kristin School  
Carol Craymer, Queen Margaret College  
Grant Hamilton, Waihi School  
Simon Leese, Christ's College  
Heather McRae, Diocesan School for Girls  
Warren Owen, Wellesley College

### ISNZ

Peter Ferguson (Chairman), King's College  
David Bennett, Scots College  
Merle Boniface, Diocesan School for Girls  
Peter Clague, Kristin School  
Peter Couchman, Christ's College  
Carol Craymer, Queen Margaret College  
Simon Leese, Christ's College  
Annette Lendrum, Queen Margaret College (ASBA representative)  
David McCulloch, Saint Kentigern Trust Board  
Julie Moor (Deputy), Rangī Ruru Girls' School  
Garry Moore, St Andrew's College  
Sophia Warren, Springbank School

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## Government and Parliament

ISNZ is working closely with the Associate Minister of Education, Hon Rodney Hide, who now holds the private schools portfolio. Minister Hide has been fully briefed on the current climate of the private schools sector and the issues and challenges that we face. I shall be meeting with him in the next few weeks to give him an update.

Minister Hide has expressed a strong desire to work closely with us in developing strategies in some key focus areas. The primary focus is government funding and being election year we would like to see some traction before the end of this National-led Government's first term. We shall keep you fully informed of discussions with the Minister. Should you wish to have any issues raised with the Minister please submit them in writing to the ISNZ office.

### Education Amendment Bill (No 2)

The third reading of the Education Amendment Bill (No 2) has been agreed and was passed on 9 December 2010. The Bill has been signed into law and was given Royal Assent on 20 December 2010.

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## Ministry of Education

### Aspire Scholarship Scheme

Applications have now opened for the 2012 Aspire Scholarships, which will be available for students moving into Year 9 (only) in 2012. The criteria have also been amended slightly for this new round.

A student will now be eligible for a 2012 Aspire Scholarship if:

- they will be in Year 9 in 2012
- their primary caregiver(s) have a joint annual gross income of \$56,000 or less (not including Working For Families tax credits)
- their primary caregiver(s) have a combined net worth of \$200,000 or less (not including household items)
- they, or their primary caregiver(s), are not beneficiaries of any trusts (exceptions will be made on a case by case basis)
- they are a New Zealand citizen or a permanent resident of New Zealand.

For all enquiries and/or to request an application pack:

Email [aspire.scholarship@minedu.govt.nz](mailto:aspire.scholarship@minedu.govt.nz) [no spam]

Phone 04-463 8262, fax 04-463 8252

This year the ISNZ Executive director, Deborah James, will sit on the Aspire Scholarship Review Panel. Should you have any concerns/suggestions you would like raised with the Ministry of Education regarding the implementation of the scholarships please ensure we have them in writing no later than Friday 20 May.

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## Primary Principals' Collective Agreement

For your interest please find below the link to the Primary Principals' Collective Agreement. The term of this collective agreement is 29 November 2010 to 15 August 2012.

<http://www.minedu.govt.nz/~media/MinEdu/Files/EducationSectors/PrimarySecondary/SchoolOpsEmploymentConditions/PrimaryPrincipalsCA20102012.pdf>

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## Primary Teachers' (Including Deputy and Assistant Principals and other Unit holders) Collective Agreement.

Again for your interest please find below the link to the Collective Agreement 26 November 2010 to 15 August 2012.

[http://www.nzei.org.nz/site/nzeite/files/primary\\_teachers/PTCA\\_2010-2012.pdf](http://www.nzei.org.nz/site/nzeite/files/primary_teachers/PTCA_2010-2012.pdf)

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## Export Education/Immigration NZ

ISNZ has been invited to participate in quarterly strategic discussions between export education industry representatives and Immigration New Zealand. Please find enclosed for your interest a statement from Immigration New Zealand on Export Education. For those schools with international students and those considering the international student market we would welcome comment from you that can be taken to these strategic discussions. The first meeting is 3 March.

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## A new Immigration Act and how it affects the Education sector

Most of the provisions of New Zealand's Immigration Act 2009 came into effect on Monday 29th November 2010. The new Act significantly modernises our immigration laws but does not make major changes to the criteria under which most people travel to, enter and stay in New Zealand. However, there are a number of changes that affect the education sector. The changes came into effect at 2.00 am on 29 November New Zealand time unless otherwise noted. The changes include:

- Education providers who enrol students not entitled to study in New Zealand will face increased penalties.
- Providers of compulsory education will not be prosecuted for enrolling a child who is unlawfully in New Zealand.
- The single term visa will be used for authority to travel to, enter and stay in New Zealand. The terms 'permit' and 'exemption' will no longer be used. Education providers may wish to update immigration-related information to reflect this.
- From early next year, a new 'interim visa' will be introduced that, in many circumstances, will allow people to remain lawfully in New Zealand while a new temporary visa application is considered. This is expected to particularly benefit overseas students. More details about this will be provided closer to the time.

For more information, see the Education providers webpage: [www.immigration.govt.nz/migrant/general/generalinformation/immigrationact/factsheets/educationproviders.htm](http://www.immigration.govt.nz/migrant/general/generalinformation/immigrationact/factsheets/educationproviders.htm) and the New terminology and concept factsheets ([www.immigration.govt.nz/migrant/general/generalinformation/immigrationact/factsheets/terminology.htm](http://www.immigration.govt.nz/migrant/general/generalinformation/immigrationact/factsheets/terminology.htm)) on the Immigration New Zealand website: [www.immigration.govt](http://www.immigration.govt).

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## Employment law changes

(Taken from Bell Gully Employment Update February 2011 | Author: Rob Towner)

Employers are preparing for upcoming changes to the Employment Relations Act 2000 (ERA) and Holidays Act 2003 adopted late last year. Most of the changes are due to come into force on 1 April 2011.

Specifically, employers may want to consider:

### Trial periods

Introducing a trial period provision in bargaining for individual terms and conditions of employment for new employees. Importantly, for a trial period to be effective, there must be written agreement between the parties in place before the employment commences. An employer considering the use of trial periods would be prudent to review any policies that could be affected (such as disciplinary, misconduct and poor performance policies), together with the terms of any applicable collective employment agreement. For new employees whose work falls within the coverage clause of a collective agreement, a trial period will not be effective (notwithstanding the employee's agreement) if it is inconsistent with an applicable collective agreement term.

### Union access

Reviewing collective employment agreement terms on access (if any), and training staff on the new statutory processes and obligations required in relation to access requests.

### Communication during collective bargaining

Agreeing with unions as an express term of a bargaining process agreement (BPA) the right for the employer periodically to communicate directly with employees. The new law expressly permits an employer to communicate directly with employees during bargaining for a collective agreement, subject to the overriding duty of good faith. Such communications could include company updates on and explanation of the current bargaining position.

### Holidays and sickness

Developing a strategy and formal policy in anticipation of employee requests to cash up annual leave and/or transfer public holidays. For example, what would be the company's response to an employee's request to donate 'cashed up' leave to a colleague in need? It is permissible under the new law for employers to adopt a policy preventing consideration of requests to cash up leave or transfer public holidays. Employers will want to weigh up possible advantages such as flexibility and increased staff morale in allowing these options against likely disadvantages. Increased costs, (potentially an additional week's pay for each employee and administration costs), and additional administration and record keeping obligations are among possible negative implications.

Reviewing employment agreements, policies and payroll systems in light of the new 'average daily pay' (ADP) rate. ADP, which is based on an averaging 52-week formula, may be used in certain circumstances as an alternative to 'relevant daily pay' for public holidays, alternative holidays, sick leave and bereavement leave.

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### **Holidays and sickness (cont'd)**

Reviewing any discretionary incentive schemes in view of the new statutory definition of 'discretionary payment' under the Holidays Amendment Act. A discretionary payment as defined should not form part of an employee's holiday pay. However, the definition expressly excludes a payment that an employer is 'bound' to make under an employment agreement even where the employer has discretion to determine the amount. Such a payment will not qualify as 'discretionary' under the new provisions and thus will form part of holiday pay.

Updating policy and employment agreement terms on requirements for proof of sickness/injury and when an alternative holiday should be taken.

Also in the pipeline is a Bill legislating for the public holidays for Waitangi Day and ANZAC Day to be taken on a Monday where they fall over a weekend. Both public holidays will be lost this year - Waitangi Day falls on a Sunday and ANZAC Day is the same day as Easter Monday.

### **Possible changes following the election**

The ERA and Holidays Amendment Acts enact most proposals contained in National's pre-election employment manifesto. One other matter identified as being on the 'wish list' for reform was alternative collective bargaining without unions. Should National secure a second term, further changes are anticipated to address this issue. This could mean new rights for workers to bargain collectively with their employer without having to belong to a union.

### **Absenteeism during the Rugby World Cup**

Employers may want to review, or consider implementing, a staff absence policy to help manage potential absenteeism over the World Cup period.

It would be prudent in preparation for the tournament to raise employees' awareness of company policy on absenteeism and possible disciplinary consequences of a breach. This could include a written reminder to employees expressly stating that it is prohibited to use sick leave or otherwise be absent without proper authorisation to attend or watch games.

### **Social media use on the up**

Increasingly, employers and employees are turning to social networking sites. From a business perspective, there has been an exponential proliferation of information available on the Internet. Equally, personal use continues to rise. However, inappropriate use of social media by employees can disrupt work, and even damage the employment relationship – specifically the mutual obligation of trust and confidence between employer and employee. Further, there is an apparent rise in employees using social media and portable devices to steal confidential business information, perhaps to take to a competitor.

Employees are also asking for personal devices to be connected to corporate networks or to use them for work. Such personal connections risk possible loss of control over company information, security and privacy issues.

Practical steps for employers include:

- Introducing workplace policies to set appropriate standards for employees' use of social media, the Internet and personal devices at or for work (where appropriate). If personal devices are allowed, there should be an express right of access to/collection of company information when required, such as in the event of investigations and litigation requiring discovery). General policies on internet and email use should also be reviewed;
- Re-evaluating proprietary information which may be accessible via the internet and possible ways of protecting it;
- Training HR and recruitment staff on standards and procedures required in relation to conducting social media checks on individuals, defining information that may (and may not) be used for these purposes.

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## **ISNZ 2011 Professional Development Programme**

All member schools should now be in receipt of the ISNZ Events Calendar 2011. This year we are offering 10 professional development events with the possibility of an additional forum that will cater specifically to small member schools (details to be confirmed).

Again we would welcome suggestions for topics that might be included in any of these events. Please contact the ISNZ office with your suggested topics that could be included in the relevant programme.

We are looking to grow, quite significantly, the professional development services offered by the organization. In particular we are hoping to offer more professional development opportunities for teachers in ISNZ Member Schools. Your input into this would be much appreciated. We would be grateful for any suggestions on areas where professional development for teachers would be beneficial.

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## ISNZ 2011 Annual Conference 27 -28 May Auckland

This year's annual conference will be held at the Pullman Auckland (formerly Hyatt Regency Auckland) on Friday 27 May–Saturday 28 May. We have enclosed the Conference Preview for your interest and information.

Conference registration will open online at [www.isnz.org.nz](http://www.isnz.org.nz) on Tuesday 1 March. Accommodation information is included in the Conference Preview document and delegates are welcome to make reservations at any time. Please refer to the Pullman Auckland reservations telephone number and email address in the Conference Preview.

Our theme this year is “Understanding Generational Diversity”. We have some outstanding speakers and a programme that will appeal to one and all. We look forward to once again enjoying your support of this annual conference. Upon reading the Preview please do not hesitate to contact the ISNZ office with any queries.

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## Sponsors

We would like to extend our heartfelt thanks to our sponsors for their ongoing support and continued loyalty to ISNZ and its member schools. Without the support of sponsors the organization would have limited resources to best serve its members. Our sponsorship revenue also ensures that we are able to keep the subscription levy at an affordable level.

This year we warmly welcome **JBWere** as a new Silver Sponsor to ISNZ. As an introduction to JBWere and how they can assist our member schools, Ross Hemming, Advisor, Wealth Management, has this message:

*Since 1840, JBWere has been helping discerning investors to navigate the world's financial markets in order to meet their individual objectives. Today, JBWere is the leading provider of Private Wealth Management and Investment Services in Australasia.*

*The education sector plays a key role in building the skills and competencies of our community. At JBWere we appreciate the importance of this responsibility and also the many unique challenges that educational institutions such as Independent Schools in New Zealand face in order to remain financially viable. Many schools have specific requirements for financial solutions that address not only daily cash flow management but also medium and long-term financial asset management and wealth preservation.*

*Through our experienced team of investment advisers we are able to draw on our local knowledge and award-winning investment research to provide ISNZ members with bespoke advice and administration support relating to Investment Mandate construction, Asset Allocation and medium and long term wealth accumulation and protection strategies tailored to the specific needs of an individual school.*

We look forward to working with each of our Sponsors and strongly encourage member schools to give Sponsors the opportunity to present proposals/tender and to discuss the benefits of a contract with them.

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## Membership News

**Jill de Araugo, Principal at Chilton Saint James School**, has tendered her resignation effective 11 April 2011. Jill has held the Principal's position at Chilton for the past six years. The Chilton community will sorely miss her, and we extend our thanks to her for the wonderful contribution she has made to Chilton and the wider independent schools sector. Jill and her husband Neil intend to return to Australia to be closer to family. Our very best wishes go with her.

**Tamsin Jex-Blake: Wanganui Collegiate School:** We warmly congratulate Tamsin Jex-Blake on her recent appointment as **Chairman of the Whanganui College Board of Trustees**.

**John Sladden**, part-time Bursar and Secretary to the Board of Trustees for **Wellesley College** for the last 16 years, has retired. John had been a quiet but considerable force behind the school's finances. John, through his commercial experience and professional approach, had been a critical person on the Staff and Board in helping lead the school through the redevelopment of their buildings and site. He established sound financial and administrative processes and systems that will endure the test of time. John will be missed and we all sincerely thank him for his significant input and desire to make Wellesley the best it can be and for the contribution he has made to the sector as a whole.

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\* Excellence in Teaching  
Sponsors

**Deborah James**  
Executive Director

## ISNZ Biennial Publication

This will be the last newsletter in this format. We are developing a publication that will be produced biennially and shall offer a more in-depth look at the education landscape today, the contribution of the presence of a private schools sector and the challenges for the future. We will invite a number of educators and associated agencies to contribute to the publication and we shall also invite member schools to profile cutting-edge initiatives. The publication will serve to celebrate the successes, achievements and diversity within our membership and will be used as a tool to promote our member schools and choice in education. We welcome the submission of articles/editorial to be considered for publishing in this new ISNZ Biennial.

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## Upcoming ISNZ Professional Development/Events

**ISNZ Cocktail function**, Tuesday 15 March, Grand Hall, Parliament Buildings, Wellington  
**CEO Day**, Wednesday 16 March, Wellington Airport Conference Centre  
**Aspiring Leaders**, Thursday 7 April, ISNZ office, Wellington  
**ISNZ Annual Conference**, Friday 27 May, Pullman Auckland (ex Hyatt Regency Auckland)  
**ISNZ Annual Conference**, Saturday 28 May  
**HR**, Thursday 23 June, Wellington Airport Conference Centre  
**Board Chairs**, Tuesday 9 August, Wellington Airport Conference Centre  
**New Board Members**, Wednesday 10 August, ISNZ office, Wellington  
**Boarding Schools**, Thursday 11 August, Auckland (venue to be confirmed)  
**ICT Governance**, Thursday 18 August, Auckland (venue to be confirmed)  
**Forum**, Monday 5 September, Wellington (venue to be confirmed)  
**Forum**, Tuesday 6 September  
**PAs/EAs**, Friday 9 September, Amora Hotel (ex Duxton Hotel), Wellington  
**Christchurch Regional meeting**, Monday 3 October (venue to be confirmed)  
**Wellington Regional meeting**, Tuesday 4 October (venue to be confirmed)  
**Hamilton Regional meeting**, Wednesday 5 October (venue to be confirmed)  
**Auckland Regional meeting**, Thursday 6 October (venue to be confirmed)  
**Non ISNZ Member Forum**, Thursday 10 November, ISNZ office, Wellington

## Other Conferences/Workshops:

**NAIS**, 23-25 February, Gaylord National Convention Centre, Washington DC  
**ISC** (Independent Schools Council UK), Annual Conference 16 March, Central Hall, London