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Mr Andrew Barr Minister for Education and Training ACT Legislative Assembly London Circuit CANBERRA ACT 2601

Dear Minister

I am pleased to present the Annual Report for the ACT Accreditation Registration Council for the year ending 30 June 2011.

This report has been prepared in conformity with applicable legislation including section 6(1) of the *Annual Reports (Government Agencies) Act 2004*, section 18 of the *Training and Tertiary Education Act 2003* and in accordance with the requirements referred to in the Chief Minister's Annual Report Directions. The annual report of the ACT Accreditation Registration Council is annexed to the administrative report of the Director General of the Education and Training Directorate.

I hereby certify that the attached Annual Report is an honest and accurate account and includes all material information on the operations of ACT Accreditation Registration Council during the period 1 July 2010 to 30 June 2011.

I commend the Annual Report to you.

Yours sincerely

Emeritus Professor John Richards

Chair

ACT Accreditation and Registration Council

/ July 2011

ACT Accreditation and Registration Council Annual Report 2010-2011

Overview

The *Training and Tertiary Education Act 2003* (the TaTE Act) establishes the ACT Accreditation and Registration Council. The Council provides advice to the Minister for Education and Training (the Minister) on tertiary education particularly the registration of tertiary education providers and accreditation of tertiary courses.

The Council ensures that national standards are met for:

- the Australian Quality Training Framework (AQTF) for vocational education and training delivery
- National Protocols for Higher Education Approval Processes for non selfaccrediting higher education provision
- the Education Services for Overseas Students Act 2000 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007 for international education provision in the ACT.

The Council contributes to the provision of quality education in the ACT by:

- exercising its statutory authority for accreditation and registration and ensuring national standards are met
- measuring and reporting on provider compliance with the appropriate standards.

The Council contributed to national discussions in relation to the transition of registration and accreditation functions to national regulators during 2011. The Chair of the Council met with the Minister during the 2010-11 reporting period to convey the Council's views concerning policy issues in the tertiary and vocational education sector especially on the transition to a nationally regulated environment for accreditation and registration.

Composition and appointments to the Council

The Minister appoints members to the Council. Staff of the ACT Education and Training Directorate (the Directorate) provide secretariat and related services.

As determined by section 12(1) of the TaTE Act, the Council comprised 11 members: a chairperson; four people with expertise in vocational education and training (VET); three people with expertise in higher education; one person representing interests of employers; one person representing interests of employees; and one person representing providers of industry training advice.

Three members resigned during the reporting period and recommendations have been made to the Minister for their replacements.

The Council met on four occasions between 1 July 2010 and 30 June 2011.

Table ARC 1: Council membership and meetings held for the reporting period

Member	Position and representation	Appointment expiry	Number of meetings attended
Professor John Richards	Chairperson	3 June 2013	4
Mr Vince Ball	VET expertise	30 June 2012	4
Professor Peter Camilleri	Higher education expertise	30 June 2012	4
Mr Vaughan Croucher	VET expertise	8 November 2010	1
Mr Mike Fitzgerald	Interests of employees	21 December 2012	3
A/Professor Ruth Foxwell	Higher education expertise	10 February 2011	2
Mrs Annie Gregg	Industry training advisory services	30 June 2012	2
Ms Louise Mayo	VET expertise	30 June 2012	3
Ms Karen Nicholas	VET expertise	21 December 2012	3
Ms Jill Owen	Higher education expertise	6 April 2011	Nil
Mr Chris Peters	Interests of employers	30 June 2012	4

Source: ACT Accreditation and Registration Council

Council members

Details of the 11 members for the reporting period are as follows:

Professor John Richards AM (Chairperson)

Professor Richards was appointed as a Council member in September 2004, and appointed Chairperson since 1 January 2005. He is the Master of University House and Emeritus Professor in the College of Engineering and Computer Science at the Australian National University (ANU).

Earlier in his career, Professor Richards held the positions of ANU Deputy Vice Chancellor and Vice-President, Director of the Research School of Information Sciences and Engineering and Dean and Director of the College of Engineering and Computer Science at the ANU. He holds degrees of Bachelor of Engineering with first class honours and Doctorate of Philosophy awarded by the University of New South Wales. He is a Fellow of the Australian Academy of Technological Sciences and Engineering, a Fellow of the Institution of Engineers Australia and a Fellow of the Institute of Electrical and Electronics Engineers, New York.

Mr Vince Ball

Mr Ball is the Executive Director of the ACT Regional Building and Construction Industry Training Council. He has a range of VET experiences including industry training package development. He is a qualified workplace assessor and trainer, and an auditor of VET delivery. He received the University of Oxford (Delegacy of Local Examinations) Oxford Assessor Award. In 2003, his contribution to VET in the ACT and region was recognised with the prestigious Norm Fisher Award, and was later

acknowledged for his commitment to Australian apprenticeships as a finalist in the national 2008 Ministers Awards for Excellence. He received the prestigious Friend of CIT Award in 2008 from the Canberra Institute of Technology.

Professor Peter Camilleri

Professor Camilleri is a Professor of Social Work and previously the Rector at Canberra campus of Australia Catholic University for 10 years. He was appointed Deputy Chair of the University's Public Policy Institute in July 2009. He was appointed to the Council in June 2005 and later that year appointed Chair of the Council's Higher Education Committee. He has worked with several ACT Government agencies, on boards of nongovernment agencies and is also a member of the ACT Children's Services Council.

Mr Vaughan Croucher

Mr Croucher was a Senior Academic Advisor at the Canberra Institute of Technology (CIT). He holds a Master of Education from the University of Canberra (UC), as well as a Bachelor of Education, a Diploma of Teaching and a Certificate in Adult Literacy Teaching. His career in education included Dean of Learning Services at CIT and senior manager of an ACT Government training agency. From 2003 to 2009, he was a board member and national treasurer of Adult Learning Australia.

Mr Croucher resigned from Council on 8 November 2010 due to illness and sadly passed away on 6 December 2010.

Mr Mike Fitzgerald

Mr Fitzgerald holds a Bachelor in Agricultural Science, a Certificate in Adult Education and Training, a Graduate Diploma in Human Resource Development (Adult Education), a Diploma of Community Services (Welfare Studies) and a Certificate IV in Workplace Training and Assessment. He is the ACT branch organiser of the Australian Education Union. His work history includes community development, agricultural and horticultural production/consultation and teaching/lecturing in the VET sector.

Associate Professor Ruth Foxwell

Associate Professor Foxwell works in Microbiology Department at the UC and is a member of the Executive of the Board for the Federation of Australian Science and Technological Societies. She chairs the National Qualifications Committee for the Australian Society for Microbiology. She has also served as a board member for the Cooperative Research Centre for Freshwater Ecology. She was awarded a Doctorate of Philosophy from the UC in 1999, and has previously chaired the UC Academic Board. She has instigated strategic initiatives such as sports feasibility studies in the Bruce precinct and in health services with the ACT Government.

Associate Professor Foxwell resigned from the Council on 10 February 2011.

Ms Annie Gregg

Ms Gregg is a director of a training and consultancy company operating in the public and private sectors across Australia and overseas, covering management, communication and leadership across a variety of industries. Holding a degree in education and diplomas in training, business and property, she has been involved in

the VET sector for many years, contributing to the development of Property Services Training Packages and accredited training programs for a number of clients. She was chair of the ACT Business Industry Training Advisory Board. She was awarded the Real Estate Institute ACT *President's Award* for industry excellence, and service and the *John Scott Memorial Award* for recognition of her contribution to VET training in the ACT.

Ms Louise Mayo

Ms Mayo is an experienced lecturer, tutor and manager in post secondary and tertiary education with extensive knowledge in assessment and student administration. She designs, markets and delivers education programs in the post secondary sector. She has worked in the ACT VET sector for many years and led a team of educators in implementing and quality assuring academic programs across a number of industries at two sites in the ACT and NSW. She is studying for a Doctorate of Business Administration that seeks to address the gap between what educational institutions are providing, and what the requirements of industry are.

Ms Karen Nicholas

Ms Nicholas is the owner/operator of a registered training organisation based in Canberra that provides nationally recognised training to the public and private sector, including small and micro business, and community sectors. She works closely with clients in developing learning and assessment programs, and has an ongoing interest in the professional development of trainers and assessors in the VET sector. Her experience in the VET community includes representing training providers' interests as a past president of the Association of Providers of Training Services Inc. She has led the ACT Assessors Network and worked in the ACT Flexible Learning Advisory Group.

Ms Jill Owen

Ms Owen is a lecturer in project management at the School of Business in the University of NSW, at the Australian Defence Force Academy. She is currently undertaking her Doctorate of Philosophy within the Faculty of Information Technology on the role of knowledge based practices in effective project delivery. She has occupied senior management and leadership positions in several organisations that specialise in project and program management in business and information technology contexts. She has worked across a wide range of industries: financial services, airline, health, insurance and credit industries.

Ms Owen resigned from the Council on 6 April 2011.

Mr Christopher Peters AM OI JP

Mr Peters is the Chief Executive of the ACT and Region Chamber of Commerce and Industry, and represents business on over 20 ACT Government boards or committees, including three statutory authorities. He was awarded an honorary doctorate by UC in 2009 and made a Member of the Order of Australia (AM) in 2004. He holds positions in management structures of both public companies and community organisations, including: Deputy Chairman of the Board of Senior Secondary Studies, Deputy Chairman of Defence Joint Training Taskforce, Chief Executive Officer of the Retail Traders Association ACT and Region, Deputy Chairman of the Tourism Industry Council (ACT and Region), Managing Director of the Australian Industry and Defence Network

and a member of the General Council of the Australian Chamber of Commerce and Industry. He was previously a member of the ACT Skills Commission, Chief Executive of the Printing Industries Association of Australia, and the Australian Institute of Company Directors.

Procedures and protocols for council operations

Financial arrangements and internal controls

The Council has no financial functions under the TaTE Act. Consequently the Council does not receive or expend funds in its own right.

Audit and risk management

The Directorate undertakes audit and risk management activities of the Council. The Directorate audit includes the Council secretariat and the regulatory activity it performs for the Council.

Quality indicators were developed for the National Quality Council (the advisory body to all Australian Government Ministers with responsibility for training) to assist it in compiling a national overview of registering body activity and broad comparison of performance against indicative measures including frequency and scope of audits. The five principles within the AQTF National Guidelines for a Registering Body and AQTF Standards for State and Territory Course Accrediting Bodies set the parameters for quality indicators: Consistency, Effectiveness, Proportionality and Responsiveness.

Maintenance of ethical standards and code of conduct

Prior to appointment, council members are provided with the Bowen Code of Conduct as a guide for ethical standards of behaviour. All members sign a declaration stating that:

- their professional and private interests will not impact on their involvement with the Council
- they will disclose any actual or potential conflicts of interest to the Chair of the Council.

Resources allocated for council activity

Consistent with the TaTE Act (s17) the Council receives secretariat, research and advisory assistance in the context of a Memorandum of Understanding between the Chair and the Chief Executive (now Director-General) of the ACT Department of Education and Training (now ACT Education and Training Directorate). ACT Government Solicitor's advice is also available to the Council.

Remuneration arrangements for council members

Council members are entitled to reimbursement of reasonable expenses incurred in the exercise of their functions (TaTE Act, s16). The Chair is provided with an annual payment to cover expenses related to the statutory responsibilities of the Council chairperson.

Corporate and operational plans

The Council operated in the context of the *ACT Accreditation and Registration Council Strategic Plan 2009-2011* and its operations were guided by the Council's *Operational Plan 2009-2010*. Both elements were developed in the context of and with reference to other government strategic documents including the Directorate's Strategic Plan 2010-2013.

Council operations

Strategic issues

In 2009, the Council of Australian Governments announced the introduction of national regulation of both the VET and higher education sectors, enabled by referral of powers currently residing with the states and territories. This development and its implications for the Council were considered at several council meetings in the reporting period.

Legislation to establish a national VET regulator, which will operate as the Australian Skills Quality Authority (ASQA) was introduced in the Australian Parliament in November 2010. The legislation was passed by the Senate and by the House of Representatives in late March 2011 and received Royal Assent on 12 April 2011. On 1 July 2011, ASQA will become the national regulator for the VET sector in the ACT.

Legislation to establish the national higher education regulator, to operate as the Tertiary Education Quality Standards Agency (TEQSA) is expected to be introduced in the Australian Parliament in the near future.

The Council will continue to exercise its responsibility under the TaTE Act for registration and accreditation of higher education providers and courses until at least 31 December 2011. To allow for possible delays to the transition, the ACT Government has arranged for the Council to continue its responsibilities until 30 June 2012. All current members whose terms expire prior to that date have had membership extended until then.

In 2010 the ACT Government formed an ACT Tertiary Taskforce to consult on the future of tertiary education, including VET and higher education in the ACT. The Taskforce brought together stakeholders from education providers, industry and government. The Council was represented by the Chair and Ms Louise Mayo giving it an opportunity to have its views considered. The report of the Taskforce was launched by the Minister in February 2011. In its response to the Taskforce report, the ACT Government established the ACT Learning Capital Council (LCC) to provide advice on tertiary education policy and planning including workforce issues. The LCC will absorb council functions to provide advice to the ACT Government and the Minister.

Vocational education and training

As of 30 June 2011, there were 132 registered training organisations (RTOs) approved by the Council to deliver and assess nationally recognised training. All RTOs must continue to comply with the AQTF *Essential Conditions and Standards for Continuing Registration* to remain registered. The Council conducted initial registration and monitoring audits according to identified risks and cyclical schedules over each provider's period of registration. Registered providers are recorded on the National Training Information Service (http://www.ntis.gov.au) which is a ministerially endorsed national register.

VET auditors are staff drawn from the Council secretariat and from recognised industry professionals. Auditors participated in audit moderation and professional development activities through the reporting period. The Council used a risk management approach for quality assurance of training providers using nationally agreed criteria within the AQTF. Supplementary risk indicators prescribed by the AQTF standards also determine audit activity, and include publicly funded delivery, the operations of providers approved to deliver to overseas students in Australia and formal concerns and grievances received by the Council secretariat.

Audit activity in 2010-11

The total number of ACT RTOs registered by the Council remained stable during the reporting period. The Council conducted 49 on-site audits and five desktop audits of training providers' compliance with relevant national standards. All audit activity is scheduled after risk assessment as outlined in the AQTF *National Guidelines for a Registering Body*.

Australian Quality Training Framework

All RTOs were required to collect and report on Quality Indicator data as part of the AQTF registration conditions. At the end of the reporting period RTOs will report 2010 and 2011 training activity and client satisfaction data through a national web portal managed by the National Centre for Vocational Education Research (NCVER) and technical expertise provided by the Australian Council for Educational Research.

Providers received ongoing advice from the Council secretariat about the implementation of the revised AQTF standards including a session with the NCVER on Australian Vocational Education and Training Management Information Statistical Standard (AVETMISS) reporting requirements. Workshops were also conducted on 'Enhancing the quality of assessment' and 'RPL - When is Enough Enough'.

International education

The Council makes recommendations to the Australian Government regarding the approval of providers of training for overseas students, consistent with the provisions of the Australian Government *Education Services for Overseas Students Act 2000*. When approved by the Australian Government, the training provider is registered on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS). As of 30 June 2011, there were 25 CRICOS providers registered in the ACT of which seven are private providers.

National concerns about student safety and quality delivery of education services to international students in 2009 led to revision of Australian Government legislation (the *Education Services for Overseas Students Act 2000*); and development of a national strategy by the Council of Australian Governments to ensure Australia's reputation overseas and within country is enhanced.

All education and training providers registered on CRICOS had to apply to re-register under new, stronger criteria by 31 December 2010. There were three on-site audits conducted during the reporting period and all ACT providers were recommended to the Commonwealth Department of Education, Employment and Workplace Relations for re-registration on 1 January 2011.

Ministerial directions to the Council

Section 18 of the TaTE Act requires the Council to report action(s) it takes in response to Ministerial directions. There were no such directions during the reporting period.

Higher education

The Council regulates and quality assures five non self-accrediting higher education providers, and their 25 courses, approved for delivery in the ACT. Two providers are ACT legal entities and three hold primary registration in other Australian states, recognised by the Council for delivery in the ACT.

The Higher Education Committee (HEC) provides advice to the Council on quality assurance in the higher education sector. The Committee operates according to terms of reference endorsed by the Council and has a limited set of decision-making functions delegated to it concerning course accreditation and provider registration. The Council was advised on higher education policy through Directorate officers' attendance at national forums and committees.

Higher education stakeholders are consulted throughout the year, including formally at ACT Higher Education Forums. HEC also facilitated forums that provided information and exchange of ideas about emerging issues in higher education and tertiary education sector reforms including an update on the issues being raised by the ACT Tertiary Taskforce.

Table ARC 2: Membership of the committee

Name	Position
Professor Peter Camilleri	Chairperson (Council member)
Ms Jill Owen	Member (Council member until February 2011)
Mr Vaughan Croucher	Member (Council member until November 2010)
Associate Professor Ruth Foxwell	Member (Council member until January 2011)
Professor John Dearn	Member
Mr Stephen Darwin	Member
Ms Kaye O'Hara	Member (since February 2011)

Source: Accreditation and Registration Council

There was one vacant position in the Committee during the year.

In 2010, the Council participated in an audit project by the Australian Universities Quality Agency (AUQA) concerning quality assurance of higher education approvals. The project was designed by AUQA and the Joint Committee for Higher Education. The Council was previously audited by AUQA in late 2003 against existing national protocols for higher education approvals (now referred to as the Cycle 1 audit).

The audit project involved a self-assessment process by all Government Accreditation Authorities such as the Council. The outcomes of the collective assessment of all authorities in states and territories informed a national project report as well as the future operations of the TEQSA planned to subsume AUQA from 2011.

Through a council committee, the self-assessment process involved surveying stakeholders including education providers and assessment panel members. The report was accepted by AUQA in July 2010. The final national project report was released in late 2010 and commended the ACT on the quality of its professional development strategies in the sector.

For more information contact:
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ACT Accreditation and Registration Council
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http://www.arc.act.gov.au

ANNEX REPORTS BOARD OF SENIOR SECONDARY STUDIES





AUSTRALIAN CAPITAL TERRITORY

BOARD OF SENIOR SECONDARY STUDIES



Mr Andrew Barr MLA Minister for Education and Training ACT Legislative Assembly London Circuit CANBERRA ACT 2601

Dear Minister

I am pleased to submit the Annual Report of the Board of Senior Secondary Studies for the year ending 30 June 2011.

This Report has been prepared under section 6(1) of the *Annual Reports* (*Government Agencies*) *Act 2004* and in accordance with the requirements referred to in the Chief Minister's Annual Report Directions. It has been prepared in conformity with other legislation applicable to the preparation of the Annual Report by the Board of Senior Secondary Studies.

The Annual Report of the Board of Senior Secondary Studies is annexed to the administrative report of the Director-General of the Education and Training Directorate.

I hereby certify that the attached Annual Report is an honest and accurate account and that all material information on the operations of the Board of Senior Secondary Studies during the period 1 July 2010 to 30 June 2011 has been included and that it complies with the Chief Minister's Annual Report Directions.

I also hereby certify that fraud prevention has been managed in accordance with Public Sector Management Standard 2, Part 4.2.

I commend the Annual Report to you.

Yours sincerely

Professor Stephen Parker

Chair

18/7/2011

Lyons Education Centre, 67 Launceston Street Lyons ACT 2606 GPO Box 158 Cenberra ACT 2601 Ph (02) 6205 7181 Fax (02) 6205 7167

Board of Senior Secondary Studies Annual Report 2010-2011

Overview

The Board of Senior Secondary Studies (the Board) was established in 1991 and the *Board of Senior Secondary Studies Act 1997* (the BSSS Act) was enacted in January 1998.

The key functions of the Board are to:

- provide students with Year 12 Certificates, Tertiary Entrance Statements and vocational certificates
- maintain the credibility and acceptance of courses through a regular accreditation program
- monitor and support the validity of assessment in years 11 and 12
- improve the comparability of standards across the Territory through moderation procedures
- gain the widest possible recognition for the credentials awarded by the Board
- service the information needs of the community.

Board membership

The BSSS Act (s8) creates a board with a broad membership of 14 from the many stakeholders in senior secondary education. Members, other than the Director-General of the Education and Training Directorate, are appointed by the Minister for Education and Training for a period of up to three years. Members can be reappointed if they are still eligible. The appointments of two members and the Board Chair expired in December 2010. Also, one member resigned at the end of 2010. Professor Parker was reappointed Board Chair for 2011. One member has been reappointed and two new members appointed in 2011.

Table BSSS 1: Board membership as at 1 July 2010

Member	Association	Initial appointment	Appointment expires	Number of meetings attended July-Dec 2010
Professor Stephen Parker	Chair	1 January 2008	31 December 2010	3/3
Ms Kaye O'Hara	Canberra Institute of Technology	29 January 2010	31 December 2012	3/3
Ms Jocelyn Vasey	Vocational education and training organisations	15 February 2008	31 December 2010	3/3

Member	Association	Initial appointment	Appointment expires	Number of meetings attended July-Dec 2010
Professor Joan Beaumont	Australian National University	29 January 2010	31 December 2012	1/3
Professor Louise Watson	University of Canberra	29 January 2010	31 December 2012	1/3
Ms Rita Daniels	Association of Independent Schools	25 June 2009	31 December 2011	3/3
Ms Jan Bentley	ACT Branch, Australian Education Union	29 January 2010	31 December 2012	3/3
Mrs Alison Jeffries	Catholic Education Commission	29 January 2010	31 December 2012	3/3
Mr Martin Watson	ACT Principals' Association	29 January 2010	31 December 2012	3/3
Ms Josephine Dixon	ACT Council of Parents & Citizens Associations	29 January 2010	31 December 2012	3/3
Ms Kirsten Wilkinson	Association of Parents & Friends of ACT Schools	25 June 2009	31 December 2010	3/3
Dr Christopher Peters AM	ACT and Region Chamber of Commerce and Industry	15 January 1998	31 December 2012	2/3
Mr Peter van Rijswijk	ACT Trades and Labour Council	29 January 2010	31 December 2012	3/3
Ms Trish Wilks	Delegate of the Director -General, Education and Training Directorate	12 February 2007	Ongoing	2/3

Source: Board of Senior Secondary Studies

The Board has six scheduled meetings each calendar year. The above Board met on three occasions from July-December 2010.

Details of Board members in 2010

Professor Stephen Parker (Chair)

Professor Parker is the Vice-Chancellor and President of the University of Canberra. Professor Parker is a lawyer by profession and has worked in the higher education sector for many years. He has also chaired the board of a state secondary school.

Qualifications: LLB (Hons), PhD

Ms Kaye O'Hara

Ms O'Hara was Deputy Chief Executive, Academic at the Canberra Institute of Technology. Ms O'Hara has worked as an educator and manager in the TAFE system since 1978. Prior to this she was a teacher in ACT secondary schools.

Qualifications: BA, Grad Dip Ed, Dip Continuing Ed, Grad Cert Ed Management, MEd

Ms O'Hara resigned from the Board in December 2010.

Ms Jocelyn Vasey

Ms Vasey was the Director, Training and Tertiary Education in the Education and Training Directorate to the end of April 2010. She has considerable experience in teaching and administration in the secondary and tertiary education sectors, and has maintained her interest and involvement in these areas through her role as Chair of the Board's Vocational Education and Training Committee, as well as community and consultation work.

Qualifications: BA, Dip Ed, Dip Special Ed, MEd

Professor Joan Beaumont

Professor Beaumont is Dean of Arts and Social Sciences, Australian National University (ANU). Prior to joining ANU, she was Dean of Arts (and Education) at Deakin University. Her key research interests are in the history of Australia at war.

Qualifications: BA (Hons), PhD, Fellow of the Academy of Social Sciences in Australia

Professor Louise Watson

Professor Watson is involved in education policy in the Faculty of Education, University of Canberra. She has undertaken research in education policy in a wide range of areas, including quality schooling, performance measurement and educational leadership.

Qualifications: BA (Hons), MA, PhD

Ms Rita Daniels

Ms Daniels is the Principal of Daramalan College and was previously Principal of St Clare's College. She was a member from 2000 to 2003 and from 2004 to 2006, chairing the Board's Assessment and Certification, and Discipline committees. She has been teaching since 1977.

Qualifications: BA, Dip Ed, MEd

Ms Jan Bentley

Ms Bentley is Executive Teacher, Mathematics and Technology at Dickson College. She has over 40 years' experience in teaching mathematics in colleges and high schools in the ACT, and has been involved in course development for ACT colleges since 1974. She was recognised in 2009 with an Australian Education Union Public Education Award.

Qualifications: BA, Dip Ed, Dip in Using Computers in Education

Mrs Alison Jeffries

Mrs Jeffries has been Principal of St Clare's College since 2009. Prior to that she worked in Human Resources and Education Services in the Catholic Education Office and in various schools, including MacKillop Catholic College ACT and St Anne's Central School, NSW.

Qualifications: BEd (Dist), MEd, M Cath Ed, Grad Cert in Ed Law, Cert IV Assessment and Workplace Training

Mr Martin Watson

Mr Watson is Principal, University of Canberra Senior Secondary College Lake Ginninderra and was acting Principal and Deputy Principal at the college prior to that appointment. He has over 20 years' experience in ACT high schools and colleges.

Qualifications: BA, Grad Dip Ed

Ms Josephine Dixon

Ms Dixon has worked in computing in various government departments and has taught computing at the Canberra Institute of Technology. She was a member of the Board's Assessment and Certification Committee from 2006 to 2009.

Qualifications: BA Comp Studies, MEd, Grad Dip Information Science, Workplace Assessor

Ms Kirsten Wilkinson

Ms Wilkinson has worked at the Australian Bureau of Statistics either full or parttime for 21 years currently as a Collection Manager for survey work. Prior to this she gained a teaching degree and has worked in primary schools in the ACT.

Qualifications: BEd, Dip Teaching

Dr Christopher Peters AM

Dr Peters is the Chief Executive of the ACT and Region Chamber of Commerce and Industry. Dr Peters represents business on numerous ACT Government boards and committees, and is on the board of several public companies and community organisations.

Qualifications: Dip Corporate Directors, Honorary Doctor of the University of Canberra, Senior Fellow Corporate Directors Association, Fellow Australian Institute Company Directors, Fellow Australian Institute of Management, Chartered Director

Mr Peter van Rijswijk

Mr van Rijswijk is a teacher at St Francis Xavier College and has worked in ACT and Victorian colleges since 1981. He has served on the Board's Media and Drama Accreditation panels and has been a small group moderator.

Qualifications: BEd, Cert IV Assessment and Workplace Training, Cert IV Entertainment

Ms Trish Wilks

Ms Wilks is Director of Learning and Teaching in the Education and Training Directorate. She has had considerable experience as a school principal and teacher, and has been on the boards of several national educational associations.

Qualifications: BA, Dip Ed, Teachers' Certificate, MEd, Associate of the Library Association of Australia, Fellow of the Australian Council for Educational Leaders

Table BSSS 2: Board membership as at 30 June 2011

Member	Association	Initial appointment	Appointment expires	Number of meetings attended Jan-June 2011
Professor Stephen Parker	Chair	1 January 2008	31 December 2011	2/3
Ms Carolyn Grayson	Canberra Institute of Technology	17 May 2011	31 December 2013	1/1
Ms Louise Mayo	Vocational education and training organisations	17 May 2011	31 December 2013	0/1
Professor Joan Beaumont	Australian National University	29 January 2010	31 December 2012	2/3
Professor Louise Watson	University of Canberra	29 January 2010	31 December 2012	2/3
Ms Rita Daniels	Association of Independent Schools	25 June 2009	31 December 2011	2/3
Ms Jan Bentley	ACT Branch, Australian Education Union	29 January 2010	31 December 2012	3/3
Mrs Alison Jeffries	Catholic Education Commission	29 January 2010	31 December 2012	3/3
Mr Martin Watson	ACT Principals' Association	29 January 2010	31 December 2012	3/3

Member	Association	Initial appointment	Appointment expires	Number of meetings attended Jan-June 2011
Ms Josephine Dixon	ACT Council of Parents & Citizens Associations	29 January 2010	31 December 2012	2/3
Ms Kirsten Wilkinson	Association of Parents & Friends of ACT Schools	25 June 2009	31 December 2013	3/3
Dr Christopher Peters AM	ACT and Region Chamber of Commerce and Industry	15 January 1998	31 December 2012	3/3
Mr Peter van Rijswijk	ACT Trades and Labour Council	29 January 2010	31 December 2012	3/3
Ms Trish Wilks	Delegate of the Director- General, Education and Training Directorate	12 February 2007	Ongoing	2/3

Source: Board of Senior Secondary Studies

The above Board has met on three occasions from January to June 2011.

Details of Board members in 2011

Twelve members are the same as for 2010. Details of the two new members are provided below.

Ms Carolyn Grayson

Ms Grayson is the Director, Centre for Education Excellence at the Canberra Institute of Technology and was previously Director, Centre for VET Practice at Swinburne University of Technology. She has over 25 years' experience working in the tertiary sector and previously held positions in the Victorian State Training Authority and the Australian National Training Authority.

Qualifications: BArch(Hons), BSci(Hons), Dip Ed

Ms Louise Mayo

Ms Mayo is a Director at Bull&Bear Special Assignments P/L and was a founding Director of the Australian Business Academy. She has been a Member of the ACT Accreditation and Registration Council since 2005, a Steering Committee Member for the Australian College of Educators, and Chair of the Board of Governors at the

McGrath Institute of Business and Technology since 2009. Louise has vast knowledge in training and education curricula for the tertiary/adult sector of education.

Qualifications: BBus, GradDip Bus, MBus, MMgt, DBusAdmin

Appointment and retirement of Board members

The BSSS Act (s8, 10, 12) provides for the appointment and retirement of Board members.

Remuneration for Board members

The Chair is the only member eligible to receive remuneration, at a rate determined by the ACT Remuneration Tribunal.

Financial and internal controls, audit and risk management

The Board has no financial functions under the BSSS Act and does not receive or expend funds in its own right. Funding for the operation of the Board secretariat is provided and reported through the Education and Training Directorate, which also manages audit and risk management functions.

Ethical standards

Prior to appointment, Board members are provided with the Bowen Code of Conduct as a guide to ethical behaviour. Members sign a declaration that they have read and agree to observe the principles of the code, and agree to disclose all conflicts of interest that arise during their term on the Board. The Board meeting agenda has declaration of conflicts of interests as a standing item. ACT public servants on the Board are also bound by the *ACT Public Sector Management Act* 1994.

Resources available to Board members

The Education and Training Directorate provides secretariat, research and advisory services and access to legal, ministerial, financial and audit services through a memorandum of understanding between the Directorate and the Board.

Board committees

Under the BSSS Act, the Board can appoint the committees it considers appropriate (s6). The major standing committees of the Board are:

- Curriculum Advisory Committee
 To advise the Board on national and ACT curriculum matters and overall direction of curriculum in years 11 and 12
- Assessment and Certification Committee
 To advise the Board on assessment and certification policies and procedures, and overall direction of assessment and certification in years 11 and 12

Vocational Education and Training Committee
 To advise the Board on vocational education and training issues, particularly
 those relating to national agreements and post-school linkages with the VET
 sector; and to provide advice on VET initiatives for secondary education.

Board committees and their membership in 2010

Curriculum Advisory Committee

Mr Martin Watson Chair

Dr Michael Kindler Education and Training Directorate

Mr Simon Vaughan ACT Principals' Association
Ms Gina Galluzzo Catholic Education Office

Mr John Alston-Campbell Association of Independent Schools of the ACT
Ms Kate Lyttle Association of Parents and Friends of ACT Schools
Ms Elizabeth Singer ACT Council of Parents and Citizens Associations

Mr Trevar Chilver ACT and Region Chamber of Commerce and Industry

Dr Simon Leonard University of Canberra

Assessment and Certification Committee

Ms Rita Daniels Chair

Mr Tim Grace Education and Training Directorate

Mr Nick Vonthethoff ACT Principals' Association
Mr Michael Lee Catholic Education Commission

Mr John Folan Association of Independent Schools of the ACT
Mr Warren Muller ACT Council of Parents and Citizens Associations

Ms Helen Strauch Co-opted member
Ms Debbie O'Brien Co-opted member

Vocational Education and Training Committee

Ms Jocelyn Vasey Chair

Ms Belinda Muir Catholic Education Commission

Ms Meredith Joslin Association of Independent Schools of the ACT

Ms Sharon Jasprizza ACT Principals' Association
Mr Vince Ball ACT Industry Training Advisor
Mr Keith Marchioni Canberra Institute of Technology
Mr Mike Fitzgerald ACT Trades and Labour Council

Ms Jo Powell ACT and Region Chamber of Commerce and Industry
Ms Carolyn Lloyd ACT Teachers in Vocational Education Association

Mr Tim McNevin Education and Training Directorate

Ms Ann Robb ACT Council of Parents and Citizens Associations

Board committees and their membership in 2011

Curriculum Advisory Committee

Mr Martin Watson Chair

Ms Chris Melican Education and Training Directorate

Mr Simon Vaughan ACT Principals' Association
Ms Gina Galluzzo Catholic Education Commission

Mr John Alston-Campbell Association of Independent Schools of the ACT
Ms Kate Lyttle Association of Parents and Friends of ACT Schools
Mrs Elizabeth Singer ACT Council of Parents and Citizens Associations
Mr Trevar Chilver ACT and Region Chamber of Commerce and Industry

Dr Rachel Cunneen University of Canberra

Assessment and Certification Committee

Ms Rita Daniels Chair

Mr Tim Grace Education and Training Directorate

Nomination to be advised ACT Principals' Association

Mr Michael Lee Catholic Education Commission

Mr John Folan Association of Independent Schools of the ACT
Mr Warren Müller ACT Council of Parents and Citizens Associations

Ms Debbie O'Brien Co-opted member
Ms Helen Strauch Co-opted member

Vocational Education and Training Committee

Mrs Alison Jeffries Chair

Ms Belinda Muir Catholic Education Commission (from June 2010)

Ms Meredith Joslin Association of Independent Schools of the ACT

Mrs Marion McIntosh ACT Principals' Association and Education and Training

Directorate

Mr Vince Ball ACT Industry Training Advisor
Mr Keith Marchioni Canberra Institute of Technology

Mr Mike Fitzgerald Unions ACT

Ms Jo Powell ACT and Region Chamber of Commerce and Industry

Ms Kerrie Sollis ACT Teachers in Vocational Education Association

Ms Pene Butt Education and Training Directorate

Ms Ann Robb ACT Council of Parents and Citizens Associations

Corporate and operational plans

Guiding principles

The Board is committed to:

- a general education of high standards providing equal opportunity for all students to the end of year 12
- freedom of choice of courses for students supported by expert advice
- senior secondary college responsibility for course development
- senior secondary college responsibility for the assessment of its students
- shared responsibility for education
- · open access to information.

Goal

To provide a high quality curriculum, assessment and certification system that supports:

- all young adults to achieve a Year 12 Certificate or equivalent vocational qualification
- high levels of achievement in literacy and numeracy
- improving educational outcomes for disadvantaged students
- effective transitions from school to post-school pathways.

The Board delivers year 12 certification services to 23 ACT secondary colleges and five overseas schools. Two schools joined the system for the first time in 2011, Brindabella Christian School, which extended to year 11 and the new Gungahlin College.

Achievements under the Key Focus Areas in the Board Strategic Plan 2008-10

An assessment and certification system that caters for all student pathways

Vocational education and training

The Board continues to monitor and respond to local and national initiatives in vocational education and training. The Board's new classification of E courses allows the increasing numbers of students undertaking vocational studies with external registered training organisations (RTOs) to include these in the course requirements for the Year 12 Certificate and Tertiary Entrance Statement. Currently the Board has registered 26 E courses from five external RTOs.

In 2010, principles and processes were also established to allow paid as well as unpaid work to be counted as Structured Workplace Learning and contribute to the ACT Year 12 Certificate, where identified competencies are developed and assessed in the workplace.

A high quality curriculum, assessment and certification system

Curriculum development

The Board has a five-year cycle of curriculum development to ensure that all schools deliver high quality contemporary courses in the senior secondary years. This involves the regular review of BSSS Course Frameworks, which outline the essential concepts and skills to be covered in courses, and the guidelines and standards for assessment and reporting of student outcomes. In 2010-11, course frameworks in Commerce, Business and Client Services, Food and Resource Management and Industrial Technology Trades have been revised and endorsed by the Board. The Board will review the function and structure of course frameworks following finalisation of the senior years' Australian Curriculum.

In the ACT, courses are currently developed by teams of teachers and other professionals with expertise in the area, informed by current research, best practice teaching and national and international curricula. Seventeen teams operated in 2010 developing system-wide courses and 12 teams are currently developing courses for implementation in 2012. These courses are reviewed by expert panels of teachers, representatives from tertiary institutions, industry and the community, which provide advice on accreditation to the Board. A list of the panels that met to consider courses in 2010-11 is included as Appendix A.

Moderation

System-wide moderation provides feedback on the quality and effectiveness of the school-based assessment and consistency in application of grade achievement standards. Following trials in 2010 of alternative moderation processes, the Board decided to maintain the peer review model of moderation with two changes. Firstly, the Board enhanced the leadership role of principals in the process and secondly, the Board introduced a greater focus on quality assessment and the evidence teachers would expect to find in student work for a particular grade. These changes were implemented at Moderation Day 1 in March 2011 and were well received.

Nationally, the Board is working with other boards of studies across Australia exploring possible models of national moderation of achievement standards for when the senior years' Australian Curriculum is implemented. The ACT has provided samples of student work and college teachers to participate in the study.

In addition to moderation of unit grades, the Board conducts the ACT Scaling Test (AST) to support statistical moderation of course scores for tertiary entrance purposes. To enhance the correlation of the AST with college-based scores, the weightings of the components of the test are determined each year. The weightings used at the end of 2010 were: Quantitative component 31 percent, Verbal component 13 percent, Writing Task 22 percent, and Short Response Test 34 percent.

The Board has implemented the recommendations of the 2010 technical review of the AST, resulting in development of *Best Practice Guidelines in AST Preparation*, adoption of the NAPLAN terminology of persuasive writing for the Writing Task and provision of professional learning for teachers on the inclusion of AST-like items in college assessment. Following investigation, the Board elected to retain the second sitting of the test to ensure maximum possible participation. In line with the

recommendations, the Board also engaged Professor Rob Hyndman to undertake a review of the impact of correlations in the ACT scaling process. On the basis of his analysis, Professor Hyndman concluded that the Board's Other Course Score scaling is robust. However, he recommended increasing the AST weight in the process. The Board has accepted this recommendation and will implement it from 2011.

An informed and effective response to international, national and local initiatives

Australian Curriculum

The Board has facilitated ACT teacher feedback to the Australian Curriculum, Assessment and Reporting Authority (ACARA) on the draft Australian Curriculum senior courses in English, mathematics, science and history, and the Shaping Papers for the arts and languages. Through its Executive Officer, the Board has also contributed to discussions on the structure and format of achievement standards for the senior years.

Community consultation

The Board facilitates community input through representation on Board committees, course writing teams, accreditation panels, working parties and consultation forums. Groups represented include parents, teachers, principals, tertiary institutions, industry, business and unions.

Year 12 outcomes 2010

Twenty ACT colleges and the CIT Vocational College were involved in the processing of year 12 results at the end of 2010. Five schools located in Papua New Guinea, Indonesia and Fiji also had year 12 students who were certificated by the Board.

ACT Year 12 Certificates were awarded to 4,343 students. This included 4,246 students enrolled in ACT colleges and the CIT Vocational College, and 97 students enrolled in overseas colleges. Of these students, 2,831 students completed the requirements for an Australian Tertiary Admissions Rank (ATAR) and thus received a Tertiary Entrance Statement (TES). This included 2,749 students enrolled in ACT colleges and the CIT, and 82 students enrolled in overseas colleges.

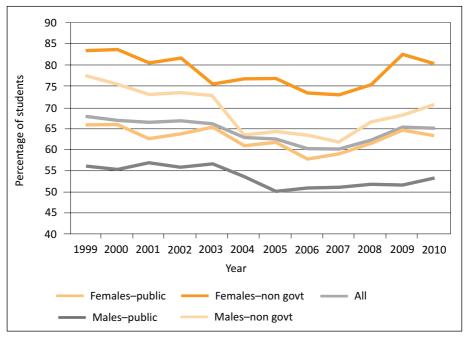
At the end of 2010, 83 students (47 females, 36 males) studying university extension programs approved by the Board were able to have those studies contribute to their Year 12 Certificate and ATAR. Of the students who completed courses, 11 studied mathematics, 9 physics, 32 chemistry, 17 conservation biology and 15 Japanese. The students came from 19 different colleges. Sixty-eight percent of these students used their scaled H course score in their ATAR.

The proportion of year 12 students achieving an ACT Year 12 Certificate decreased slightly. In 2010, 91.1 percent of year 12 students in ACT colleges achieved an ACT Year 12 Certificate compared with 92.0 percent in 2009.

To achieve an ACT Year 12 Certificate, students are required to study a minimum of 17 standard units, which form at least three accredited courses from different course areas. However, a large majority of students are studying more than the minimum number of units across a broader range of course areas. In 2010, 78.8 percent of Year 12 Certificate receivers completed 20 or more standard units and

78.1 percent of Year 12 Certificate receivers completed five or more accredited courses from different course areas.

Figure BSSS 1: Year 12 Certificate receivers with a Tertiary Entrance Statement, 1999 to 2010



Source: Board of Senior Secondary Studies

Note: From 2006 students classified as Mature Age are included in the data.

Figure BSSS 1 displays the percentage of Year 12 Certificate receivers achieving a TES from 1999 to 2010. In 2010, 65.1 percent of ACT students receiving a Year 12 Certificate also received a TES. This maintains the recent increases over the past four years.

Of the 2,749 students in the ACT who achieved an ATAR, 77.8 percent were above the University of Canberra main round general ATAR cutoff of 65.

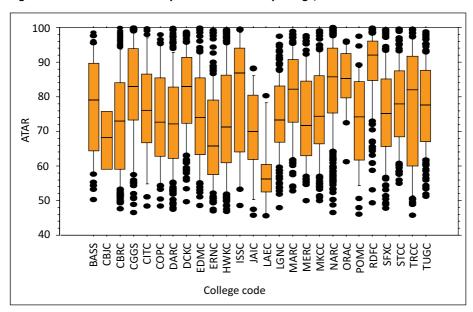


Figure BSSS 2: Australian Tertiary Admissions Rank by college, 2010

Source: Board of Senior Secondary Studies

Note: The names of the colleges shown are listed in Appendix B.

Figure BSSS 2 illustrates the range of ATARs across colleges for 2010. For this chart:

- the central line in the box represents the median score
- the block indicates the spread of 50 percent of the scores
- the single vertical line indicates the spread of the next 15 percent of scores
- circles represent individual results in the top 10 percent and bottom 10 percent of scores.

Table BSSS 3 gives the percentage of Year 12 Certificate and TES receivers who completed an accredited course in the nominated areas.

Table BSSS 3: Selected courses on Year 12 Certificates and Tertiary Entrance Statement, 2009 and 2010

Course area	Percentage of ACT Year 12 Certificate receivers who completed a course in the area		Percentage of ACT TES receivers who completed a course in the area	
	2010	2009	2010	2009
English/English as a second language	97.3	97.0	99.9	99.2
Mathematics	90.0	88.0	93.1	88.8
Information Technology	14.7	15.2	14.8	15.3
Sciences	44.3	41.7	57.3	53.2
History	17.0	19.0	21.8	24.0
Languages	15.9	14.3	21.4	18.9

Source: Board of Senior Secondary Studies

Whilst the minimum number of courses from different course areas required for an ACT TES is two tertiary accredited (T) and/or university extension (H) courses, 66.1 percent of ACT students used scaled course scores from four different course areas in the calculation of their ATAR.

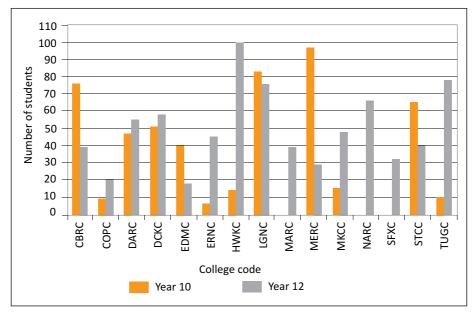
Table BSSS 3 shows that 97.3 percent of ACT Year 12 Certificate receivers and 99.9 percent of TES receivers completed a course in English/English as a second language, and 90 percent of ACT Year 12 Certificate receivers and 93.1 percent of TES receivers completed a course in mathematics. There was an increase in the percentage of students completing courses in the sciences and languages and a decrease in the percentage of ACT Year 12 Certificate and TES receivers completing a course in history and information technology between 2009 and 2010.

The Board recognises the contribution of learning away from the classroom on a student's Year 12 Certificate. In 2010, 631 students received a Year 12 Certificate with activities recognised under Recognition of Outside Learning. These included sporting and cultural activities and community involvement.

The Board issues vocational certificates to years 10 and 12 students who have completed vocational qualifications through colleges as RTOs. In 2010, this included 513 year 10 students and 743 year 12 students. Of these 1256 students, 49 completed an Australian School-Based Apprenticeship with their college as the RTO.

Figure BSSS 3 displays the number of students receiving vocational certificates issued by the Board for each RTO by year level in 2010. It should be noted that students may have received more than one vocational certificate.

Figure BSSS 3: Number of students receiving vocational certificates, 2010 by college and year level



Source: Board of Senior Secondary Studies

Note: The names of the colleges shown are listed in Appendix B.

In addition to vocational studies undertaken during years 11 and 12 in colleges, vocational programs undertaken with external RTOs can contribute to the requirements for year 12 certification and be included on the ACT Year 12 Certificate. In 2010, under new Board policy, vocational qualifications achieved through an external RTO and registered by the Board were recognised on the Year 12 Certificate as an E course. In 2010 three students were awarded an E course. The E courses were in the areas of Children's Services, Design and Plumbing.

In 2010:

- 72 students received recognition on their Year 12 Certificate for vocational qualifications awarded by an RTO other than their home college
- 225 students who undertook an Australian School-based Apprenticeship with an external RTO received recognition for it on their Year 12 Certificate.

Students may receive recognition for more than one vocational qualification completed with external RTOs.

For more information contact:
The Executive Officer
Board of Senior Secondary Studies
GPO Box 158
CANBERRA ACT 2601
(02) 620 57181
bsss.enquiries@act.gov.au
http://www.bsss.act.gov.au

Appendix A: Accreditation Panels that operated in 2010-2011

Accreditation Panel	Panel Chair	School
History	Ms Bernadette Mearns	Trinity Christian School
Behavioral Science	Ms Anne Armstrong	St Francis Xavier College
Contemporary Transitions	Ms Karen Hundy	St Mary MacKillop College
Legal and Political Studies	Ms Kerrie Buik	Burgmann Anglican School
Performing Arts - Drama	Ms Maria Stewart	Lake Tuggeranong College
Performing Arts - Dance	Ms Jackie Hallahan	Canberra Dance Development Centre
Languages - Polish	Mr Frank Keighley	Hedley Beare Centre for Teaching and Learning
Theory of Knowledge	Ms Anita Patel	Narrabundah College
Cultural Studies	Ms Alana Maclean	Hawker College
Geography	Mr Michael da Roza	St Edmund's College

Appendix B: Institutions delivering courses certificated by the Board

Institution	Code		
Public colleges			
The Canberra College	CBRC		
Melba Copland Secondary School	COPC		
Dickson College	DCKC		
Erindale College	ERNC		
Gungahlin College	GNGC		
Hawker College	HWKC		
University of Canberra Senior Secondary College Lake Ginninderra	LGNC		
Narrabundah College	NARC		
Lake Tuggeranong College	TUGC		
Non-government colleges			
Brindabella Christian College	ВВСС		
Burgmann Anglican School	BASS		
Canberra Girls' Grammar School	CGGS		
Daramalan College	DARC		
St Mary MacKillop College	МКСС		
Marist College Canberra	MARC		
Merici College	MERC		
Orana Steiner School	ORAC		
Radford College	RDFC		
St Clare's College	STCC		
St Edmund's College	EDMC		
St Francis Xavier College	SFXC		
Trinity Christian School	TRCC		
Other ACT institutions			
CIT Vocational College	CITC		
Australian National University (ANU) Secondary College	ANUC		

Institution	Code		
International schools			
Sekolah Cita Buana, Jakarta	СВЈС		
International School, Suva	ISSC		
Australian International School, Jakarta and Bali	JAIC		
Coronation College, Lae	LAEC		
Port Moresby International School	POMC		
Other private providers			
Canberra Dance Development Centre	DDVC		
Canberra School of Music, ANU	MUSC		
Polish Language School	POLC		
Spanish Language and Culture Program in Australia	SPAC		
The Australian School of Contemporary Chinese	ASCC		





Government Schools Education Council

www.gsec.act.edu.au

GSEC GPO Box 158 CANBERRA ACT 2601

Mr Andrew Barr MLA Minister for Education and Training ACT Legislative Assembly London Circuit CANBERRA ACT 2601

Dear Minister

I submit the Annual Report of the Government Schools Education Council for 2010–2011.

This report has been prepared under section 6(1) of the *Annual Reports (Government Agencies) Act 2004* and in accordance with the requirements referred to in the *Chief Minister's Annual Report Directions*. The Annual Report of the Government Schools Education Council is annexed to the administrative report of the Director-General of the Education and Training Directorate.

I hereby certify the attached Annual Report is an honest and accurate account and all material information on the operations of the Government Schools Education Council during the period 1 July 2010 to 30 June 2011 has been included and that it complies with the Chief Minister's Annual Report Directions.

I also hereby certify that fraud prevention has been managed in accordance with *Public Sector Management Standard 2, Part 2.4.*

I commend the Annual Report to you.

Di Ken

Yours sincerely

Di Kerr Chair

Government Schools Education Council Annual Report 2010-2011

The Government Schools Education Council (the Council) is established in accordance with section 54 of the *Education Act 2004* (the Act).

The Council's functions are to advise the Minister on any aspect of the ACT public school system; and when asked by the Minister, to inquire into and give advice to the Minister on any aspect of the ACT public school system. Under section 66 (1) of the Act the Minister must present a copy of the advice to the Legislative Assembly.

The Council also meets with the Non-government Schools Education Council to discuss matters of mutual interest.

Achievements 2010-11

The Council provided ongoing advice on education matters including those on the national education agenda, and issues and direction in ACT public education. The Council:

- considered and provided comment on the Improving ACT Public High Schools and Colleges consultation paper, with their submission focusing on programs of early intervention, transition programs for Aboriginal students moving from primary to secondary school and primary school education for boys. The Council continued its interest in the high school and college sector with a follow up presentation by the School Improvement Division on progress made on the implementation of the Excellence and Enterprise: Advancing Public Schools of Distinction.
- provided the ACT Government with suggestions regarding the level of investment
 in public education for 2011-12 so that the public education system once again
 becomes the system of choice for the majority of Canberra families. Council's
 recommendations also focused on the education of students with disabilities,
 the recommendations of the Tertiary Taskforce, support for disengaged students
 and students with mental health issues and the implementation of the Australian
 Curriculum.
- continued its interest in disability education by inviting Dr Mark Collis, Director
 of Aboriginal and Torres Strait Islander Education and Student Support to give a
 presentation on the Excellence in Disability Education in ACT Public Schools:
 Strategic Plan 2010-2013.
- joined with the Non-government Schools Education Council in discussing the National Professional Standards for Teachers following a presentation from Mr Michael Bateman, Director of Human Resources.
- supported public education and celebrated the success of high school students attending public schools by the attendance of a Council member at the Recognition of Excellence ceremony in December 2010. The Council continued this demonstration of solidarity with public education by holding its May 2011 meeting at Gungahlin College and undertaking an inspection of the new college.

2011-12 goals

The Council identified the following items as goals to be achieved in the next reporting period:

- monitor and provide advice to the Minister on the national agenda as it relates to public education, especially in regard to curriculum, assessment, reporting, teacher quality and eLearning
- continue discussions with the ACT Education and Training Directorate (the
 Directorate) around the implementation of major Directorate initiatives including
 the Excellence in Disability Education in ACT Public Schools Strategic Plan 2010-13,
 the Excellence and Enterprise: Advancing Public Schools of Distinction, the
 Learning Capital: an integrated tertiary education system for the ACT and the
 Aboriginal and Torres Strait Islander Education Matters Strategic Plan 2010-2013
- continue to monitor the achievements of students in public education in the National Assessment Program – Literacy and Numeracy (NAPLAN)
- maintain a close interest in early childhood schools
- continue to seek input from Council membership constituencies concerning all matters pertaining to public schooling
- continue to meet with the Non-government Schools Education Council.

Council composition

The Council consists of the Chairperson, the Director-General of the Directorate, six community and 10 education members appointed by the Minister.

Criteria for membership

Sections 56 and 57 of the Act state that the Council must consist of the Director-General and the Minister must appoint the following members of the Council:

- a chairperson
- six people who, in the Minister's opinion, have experience in one or more of the
 areas of business and commerce, public policy, early childhood care, education,
 the special needs of young people and teacher education (the community
 members)
- 10 people who, in the Minister's opinion, represent the views of public school education (the education members), including:
 - two education members chosen from nominations of the peak organisation representing principals
 - two education members chosen from nominations of the government teacher union
 - two education members chosen from nominations of the peak organisation representing parent associations of public schools
 - two education members chosen from nominations of the peak organisation representing students
 - one education member chosen from nominations of organisations representing school boards

 one education member chosen from nominations of organisations representing preschool parents.

Council members

Ms Di Kerr (Chair)

Ms Kerr is the Chair of the Council. She has 20 years of teaching experience in ACT public schools, and 12 years at senior management level in ACT and Western Australian education departments. She also has extensive experience in curriculum development at the national, state and school level. Ms Kerr holds a Bachelor of Arts and a Diploma of Education. She is a Fellow of the Australian College of Educators and the ACT Minister's nominee on the Board of the Australian Curriculum, Assessment and Reporting Authority.

Ms Jill Burgess

Ms Burgess is a community member on the Council and a lecturer at the Australian Catholic University (Canberra Campus). Ms Burgess is a committee member of the ACT Chapter and a National Councillor of the Australian Association of Special Education Inc. and a committee member on the Coalition of ACT Education Associations. She has extensive experience in a variety of educational settings from early childhood to tertiary level, including teaching, consulting, researching and lecturing in special needs education. She has a Bachelor of Arts in Psychology, Diploma of Education, Graduate Diploma in Reading and Language Education and a Master of Education (special needs education).

Ms Wendy Cave

Ms Cave is an education member on the Council representing the Australian Education Union. She is currently the principal at Macquarie Primary School and has worked in the Directorate for over 20 years as a teacher and in various executive positions. Ms Cave holds a Bachelor of Education.

Ms Marrwah Ahmadzai

Ms Ahmadzai is a student representative on the Council and is currently attending Melba Copland Secondary School. Ms Ahmadzai has represented her peers on the School Representative Council for the last four years and was President in 2009.

Ms Karen Dial

Ms Dial is an experienced board member with stints at Bonython Primary School which included three years as Board Chair. Ms Dial is an education member on the Council representing school boards. She is the director of a childcare centre and also the operator of a small business. Ms Dial holds an Associate Diploma of Education (Child Care).

Ms Carolyn Harkness

Ms Harkness is a life member and councillor of the Canberra Preschool Society. She represents preschools as an education member on the Council. Ms Harkness is currently lecturing in early childhood education and is the early childhood course coordinator at the Australian Catholic University in Canberra.

Ms Diane Joseph

Ms Joseph commenced with the Directorate in January 2010 as Deputy Director-General. Ms Joseph represents the Director-General on the Council.

Ms Joseph was previously the General Manager, Innovations and Next Practice, in the Office for Policy Research and Innovation at the Victorian Department for Education and Early Childhood Development (DEECD). Other previous positions include Assistant Regional Director Barwon-South Western Region and Assistant General Manager Office for Learning and Teaching in the DEECD.

Her leadership experience in policy, strategy and program development, and implementation spans all levels of the education system. Ms Joseph holds a Bachelor of Science (Education) from the University of Melbourne.

Ms Christine Kallir Preece

Ms Kallir Preece is an education member representing the ACT Council of Parents and Citizens Associations (ACT Council of P&C Associations). Ms Kallir Preece has many years of community volunteering experience including terms with Kaleen School Board, Macquarie Primary School Board, ACT Council of P&C Associations and Early Childhood Intervention Australia. Ms Kallir Preece holds a Bachelor of Science and a Graduate Certificate in Management.

Ms Christine Pilgrim

Ms Pilgrim is Principal of North Ainslie Primary School and is an education member representing principals on the Council. She has extensive teaching and executive experience in the ACT and Indonesia. Ms Pilgrim holds a Bachelor of Education.

Dr Kaye Price

Dr Price was a community member who has been involved with public education over many years. She has extensive experience in the area of Indigenous education in Australia and has worked as a primary teacher and in curriculum development. Dr Price holds a Bachelor of Education, Masters of Education and a Doctorate of Philosophy. Ms Price resigned from the Council on 5 January 2011.

Ms Meegan Stuart

Ms Stuart is a community member on the Council and is an educational consultant. Ms Stuart has worked in education in the ACT, Western Australia and South Australia and has a Bachelor of Education (Junior Primary/Primary).

Ms Gillian Styles

Ms Styles has over 30 years experience in a range of preschool services in Tasmania and the ACT and was a community member on the Council. Her experience includes teaching, administration, policy and curriculum development, staffing and professional learning. Ms Styles is an executive member of World Organisation for Early Childhood Education, Australia and holds a Bachelor of Education and Diploma in Teaching. Ms Styles' appointment expired on 21 June 2011.

Ms Paula Thompson

Ms Thompson has over 40 years education experience having taught across a range of settings from early childhood to university, both in Australia and overseas. She is a community member on the Council. Ms Thompson holds a Bachelor of Arts in Adult Education, majoring in literary studies and a Masters in Education (General).

Ms Jane Tullis

Ms Tullis is an education member representing the ACT Council of P&C Association. Ms Tullis has many years of community volunteering experience including terms with Holt Primary School P&C Association, Ginninderra District High School Board and Copland College P&C Association. Ms Tullis currently holds the position of President, ACT Council of P&C Association.

Dr Tiemin Wu

Dr Wu is a community member on the Council and is President of the Federation of Chinese Community of Canberra Inc. Dr Wu is currently working with the Australian Government Department of Education, Employment and Workplace Relations, managing Education Services Overseas Schools compliance issues relating to Australian institutions. Dr Wu represented the then Department of Education, Employment and Training at the national roundtable on school policies in 1995. In 2003-2004, he was in charge of teaching skills assessments under the General Skilled Migration Programme. Dr Wu holds a Bachelor of Arts, Master of Education Studies, Doctorate of Philosophy, and Master of Business Administration.

Mr Roger Amey

Mr Amey has extensive experience in education in the ACT. He is currently the Coordinator of Science programs at University of Canberra Senior Secondary College Lake Ginninderra (UCSSC) and is a Vice-President of the ACT Branch of the Australian Education Union.

Mr Remy Chadwick

Mr Chadwick is a student representative on the Council and currently attends UCSSC. Mr Chadwick has been accepted into the Excellence Program of UCSSC and was part of the leadership team that attended the Global Leadership conference. Mr Chadwick previously lived in France for 12 years with his family.

Ms Trish Keller OAM

Ms Keller has extensive experience in education in the ACT, particularly in teaching and at an executive level. Ms Keller is the principal of Giralang Primary School and is an education member representing principals on the Council. In 2006 Ms Kellar was awarded the Order of Australia Medal and holds a Bachelor of Education.

Ms Alexandra Tolmie

Ms Tolmie is a community member who has experience in the areas of public policy, primary school education and curriculum development. Ms Tolmie completed her Year 12 Certificate at Narrabundah College.

Ms Jayne Johnston

Ms Johnston is the Executive Director, School Improvement Division. Ms Johnston represented the Director-General on the Council. Ms Johnston was previously the Director at the Professional Learning Institute, West Australian Department of Education and Training, and has previously held positions as Director of Schools and District Director within this state. Ms Johnston holds a Bachelor of Science, Masters of Education and a Diploma in Education. Ms Johnston was replaced by Ms Diane Joseph, Deputy Director-General following the council's meeting in July 2010.

Mr Bob Ross

Mr Ross is the Manager of Leadership Strategy in the Learning and Teaching Branch of the Directorate and was an education member on the Council representing principals. Prior to this he was the principal of the Melba Copland Secondary School. He has over 26 years teaching experience in New South Wales and the ACT and holds a Bachelor of Arts in Economics and Diploma of Education. Mr Ross resigned from the Council on 24 October 2010.

Procedures for appointment of members

The Act outlines the conditions under which the Minister may appoint or terminate the appointment of a Council member. As a statutory appointment the Standing Committee on Education, Training and Young Affairs is consulted on proposed appointments.

Number of meetings

The Council met eight times between 1 July 2010 and 30 June 2011.

Table GSEC 1: Membership of the Council for 2010-11

Members	Position/representation	Number of meetings eligible to attend	Number of meetings attended
Ms Di Kerr	Chairperson	8	7
Ms Jill Burgess	Community member	8	7
Ms Wendy Cave	Education member Australian Education Union	8	6
Ms Marrawah Ahmadsai	Education member ACT Public Schools Student Network	6	3
Ms Karen Dial	Education member School Board Chairs Network	8	4
Ms Jane Tullis	Education member ACT Council of P&C Associations	7	6
Ms Carolyn Harkness	Education member Canberra Preschool Society	8	2
Ms Jayne Johnston	Proxy for Director-General	1	1

Members	Position/representation	Number of meetings eligible to attend	Number of meetings attended
Ms Christine Kallir Preece	Education member ACT Council of P&C Associations	8	3
Mr Remy Chadwick	Education member ACT Public Schools Student Network	6	3
Dr Kaye Price	Community member	4	3
Ms Christine Pilgrim	Deputy Chair Education member Secondary Principals' Association	8	8
Mr Roger Amey	Education member Australian Education Union	8	4
Mr Bob Ross	Education member ACT Primary Principals' Association	3	2
Ms Meegan Stuart	Community member	8	1
Ms Gillian Styles	Community member	8	5
Ms Paula Thompson	Community member	8	6
Dr Tiemin Wu	Community member	8	5
Ms Diane Joseph	Proxy for Director-General	7	6
Ms Trish Keller OAM	Education member ACT Principals' Association	1	1
Ms Alexandra Tolmie	Community member	1	1

Source: Government Schools Education Council

Remuneration arrangements

Remuneration for the chairperson is determined by the ACT Remuneration Tribunal in accordance with the provisions of section 10 (1) of the *Remuneration Tribunal Act 1995*. The current determination took effect on 23 December 2009. The chairperson is the only member to receive remuneration.

Financial controls

The Council has no funds for which it is responsible, and therefore does not receive or expend funds.

Internal audit and risk management

Council operations are regarded as low risk and the Chair has put processes in place to monitor identified risks. No risk mitigation activities have been required.

Ethical standards

The ACT Government Boards and Committees Code of Conduct outlines the standards of behaviour and ethical conduct expected of all people serving on ACT boards and committees. All members are required to declare (in writing) that they will abide by this code before they are appointed. In addition, at each meeting members are given the opportunity to disclose any conflicts of interest that may arise.

Resources

The Directorate provides secretariat and advisory assistance to the Council. The Council may call on directorate staff to address Council meetings or meet with members to discuss particular issues or programs relevant to the work of the Council. If required, the Council would have access to legal advice through the ACT Government Solicitor's Office.

Council operations

Budget 2011-12 recommendations

The Government Schools Education Council identified four main areas where budget commitments need to be made or sustained.

The education of students with disabilities

The Council identified these students as one of its major focuses in 2011-12 and is aware of the potential impact of future efficiency dividends on the learning and wellbeing of these students. In the light of the ACT Government and the Directorate's response to the Review of Special Education in the ACT, the Council recommend two areas of targeted investment.

The first was the area of assistive technologies where the Council recommended an audit of the most effective technologies available for students with specific abilities and disabilities. Based on the audit, the Council requested that these technologies be made available immediately to all classrooms as necessary.

The second was the professional learning of teacher and student aides. Council members are convinced that aides can play a highly effective role in the learning and wellbeing of students with disabilities. Accordingly, the Council requested that targeted programs be developed or expanded, in negotiation with the aides themselves, to bring them to a paraprofessional level.

Recommendations of the ACT Tertiary Taskforce

With the recommendations of the Taskforce available to the ACT Government, the Council believes it is important that they be implemented, particularly those relating to connections with schools. The Council looked to major budgetary announcements being made about initiatives that will ensure that ACT public students receive the initial benefits of a connected ACT tertiary education environment while they are still at school.

Support for students disengaged from their learning or with mental health issues

The Council supported a case-managed inter-agency approach, particularly for those with mental health issues, but is of the view that more school-based personnel need to be part of the mix. Accordingly, the Council strongly recommended that funding be made available to increase the number of counsellors. Furthermore, the Council believed that, while forming part of the schools networks, the counsellors should be deployed on the ground in schools meeting identified needs on a full-time basis.

Implementation of the Australian Curriculum

The Council applauded the ACT Government's steadfast commitment to the implementation of the Australian Curriculum, particularly the provision of a pupil-free day in 2011. Members believed, however, that there needs to be strategic programs of discipline-based professional learning for key teachers in primary science and in K-10 history and that these programs need to come on stream in 2011-12 as full implementation is phased in.

The Council also proposed the need for an out years program of professional learning in K-10 geography as this subject is made available for implementation.

Members believed that school libraries will play an important role in implementing the Australian Curriculum as the information and resource hubs of their schools. Accordingly, the Council indicated concern about the amount of professional school librarian support available to primary schools and called upon the Government to fund an increase in resources.

For more information contact:

The secretariat or the Chairperson for the Government Schools Education Council (GSEC):

GSEC Secretariat
Ministerial and Commonwealth Relations
Education and Training Directorate
GPO Box 158
CANBERRA ACT 2601
620 59444
detgovtrelations@act.gov.au

Ms Di Kerr
Chairperson
Government School Education Council
c/- Ministerial and Commonwealth Relations
Education and Training Directorate
GPO Box 158
CANBERRA ACT 2601
di.kerr@esa.edu.au





NON-GOVERNMENT SCHOOLS EDUCATION COUNCIL

Mr Andrew Barr MLA Minister for Education and Training ACT Legislative Assembly London Circuit CANBERRA ACT 2601

Andrew Dear Minister,

I am pleased to submit the 2010-11 Annual Report of the Non-government Schools Education Council.

This report has been prepared under section 6(1) of the Annual Reports (Government Agencies) Act 2004 and in accordance with the requirements referred to in the Chief Minister's Annual Report Directions. It has been prepared in conformity with other legislation applicable to the preparation of the annual report by the Non-government Schools Education Council.

The annual report of the non-government Schools Education Council is annexed to the administrative report of the Director-General of the Directorate of Education and Training.

I hereby certify that the attached annual report is an honest and accurate account and all material information on the operations of the Non-government Schools Education Council during the period 1 July 2010 to 30 June 2011 has been included and it complies with the Chief Minister's Annual Report Directions.

I also hereby certify that fraud prevention has been managed in accordance with the Public Sector Management Standard 2, Part 2.4.

I commend the annual report to you.

Yours sincerely, Warelle Hargreaves

Narelle Hargreaves

Chairperson

14 July 2011

Non-government Schools Education Council Annual Report 2010-2011

The Non-government Schools Education Council (the Council) was established under section 106 of the *Education Act 2004* (the Act).

The Council's functions are to advise the Minister for Education and Training (the Minister) on any aspect of non-government schooling and to meet with the Government Schools Education Council to discuss matters of mutual interest. Advice provided to the Minister may be initiated by the Council or may be in response to a request from the Minister. Under section 127 of the Act the Minister must present a copy of the advice to the Legislative Assembly.

Goals

The Council identified the following goals to be achieved in the 2010-11 year:

- Goal 1: To meet and advise the Minister about issues related to non-government schooling in the ACT
- Goal 2: To monitor the Risk Management Plan
- Goal 3: To liaise with the Government Schools Education Council on matters of common interest relating to schools in the ACT
- Goal 4: To clarify the role and articulate the strategic vision for non-government schools in terms of the education portfolio in the ACT.

Council membership

Council members

Ms Narelle Hargreaves OAM (Chair)

Ms Hargreaves is the Chair of the Council. Ms Hargreaves was awarded an Order of Australia Medal in 2008. Ms Hargreaves is a member of the Professional Experience team at the University of Canberra; Chair of the ACT Children and Youth Services Council; and Chair of the Canberra-Nara Sister City Committee and President of the ACT Children's Week Committee. In 2007, she was appointed 'Official Visitor' to Bimberi Youth Justice Centre and Marlow Cottage. In 2011, Ms Hargreaves was appointed as a Justice of the Peace in the ACT.

Ms Hargreaves has many years teaching experience, including 14 years as a principal in ACT schools. Her teaching career was followed by 10 years as Director of Schools and International Education with the previously known ACT Department of Education and Training. Ms Hargreaves holds a Bachelor of Education. She is a Fellow of both the Australian College of Educators and the Australian Council for Educational Leaders (ACT). Ms Hargreaves is a member of the Sing Australia Choir.

Mr John Barker

Mr Barker is an education member representing the Catholic Education Office. Mr Barker has been Head of Finance and Planning Services of the Catholic Education Office for 14 years. He is a contributing member of a number of committees including the Catholic Education Commission NSW Resources Policy Committee and ACT Block Grant Authority Priorities Committee and Finance Sub-committee. Mr Barker has a Commerce (Accounting Procedures) Certificate; an Advanced Diploma in Management Accounting from the Chartered Institute of Management Accountants and a Graduate Certificate in Management from the University of Canberra.

Mr Mark Hogan

Mr Hogan is an education member representing the Catholic Education Office where he has been Deputy Director since 1994. Mr Hogan served as the Deputy Director and Head of Education Services of the Catholic Education Office from 1994 to 1999, and from 2000 he has served as Deputy Director and Head of Human Resource Services. Mr Hogan holds a Master of Education (Honours), Graduate Diploma of Legal Studies, Graduate Diploma of Education (Religious), Graduate Diploma in Educational Studies (Educational Leadership), Bachelor of Education (Secondary Science), Certificate in School counselling, and the NSW Teachers Certificate.

Mr Andrew Wrigley

Mr Wrigley was appointed as an education member for the non-Catholic independent schools and the Executive Director of the Association of Independent Schools of the ACT in May 2010. He has three years experience in management with the Australian Institute for Teaching and School Leadership (AITSL) and with Teaching Australia. Mr Wrigley also has 13 years experience as a professional educator in the non-government and public education sectors. He holds a Master of Education and a Bachelor of Education.

Dr William Maiden

Dr Maiden is a community member and holds the position of Deputy Chairperson. Dr Maiden has been teaching since 1969 and is the Principal of Lake Tuggeranong College. He holds a Teaching Certificate, Bachelor of Arts, Master of Letters (Education), Master of Educational Administration, Doctorate of Philosophy (Education), and is a Fellow of the Australian College of Educators and Australian Council for Educational Leaders (ACT). Dr Maiden has been awarded a Public Service Medal.

Mr Tony Maple

Mr Maple was reappointed as an education member representative of the parent association for a period of three years in February 2010. He is President of the Association of Parents and Friends of ACT Schools. Mr Maple has a Master of Public Policy, Postgraduate Diploma in Defence Studies, Postgraduate Diploma in Data Processing and Bachelor of Arts (Military Studies).

Ms Michelle Narracott

Ms Narracott was appointed as a community member on 9 April 2009 for a period of three years. Ms Narracott is a legal practitioner who specialises in organisational review work in the fields of corporate governance, government policy and program

performance and employment law. She is a former board member of St Edmund's College, and was a founding board member and Chair of the People and Remuneration Committee of Edmund Rice Education Australia 2007. Ms Narracott has a Bachelor of Laws, a Graduate Diploma in Legal Practice, and is admitted as a barrister and solicitor in the ACT and NSW Supreme Courts.

Mr Peter Fullager

Mr Fullager was appointed as an education member representing the Catholic Congregational Colleges of Canberra in June 2009 for a period of three years. Mr Fullager is currently Principal of St Edmund's College Canberra. He holds a Master of Educational Leadership and a Bachelor of Education and has 30 years experience as an educator in the Catholic, independent and public education sectors.

Ms Lyn Renno

Ms Renno was appointed as an education member representing the non-government school union in March 2009 for a period of three years. Ms Renno holds a Diploma of Education and a Graduate Certificate of Religious Education. She has been an Industrial Organiser in the ACT Office of NSW/ACT Independent Education Union since October 2008. Ms Renno has 24 years of teaching experience in the non-government and public education sectors.

Dr Janet Smith

Dr Smith is a community member and is an educator, consultant and an Associate Professor (adjunct) in the Faculty of Education at the University of Canberra. Prior to becoming an academic, Dr Smith was a high school teacher for 15 years. She holds a Bachelor of Arts, a Diploma of Education (Secondary), a Master of Education and a Doctorate of Philosophy.

Ms Meg van Beurden

Ms van Beurden was appointed as a community member on 9 April 2009 for a period of three years. Ms van Beurden has extensive teaching experience in both the public and non-government sectors. She has worked in schools in rural NSW, Sydney and with a number of schools in the ACT. Ms van Beurden has also been a committee member on the ACT Health Human Research Ethics Committee. Ms van Beurden holds a Master of Arts, a Bachelor of Education and a Graduate Diploma in Language and Reading.

Criteria of membership

Section 109 of the Act requires the Minister to appoint the following Council members (11 in total):

- a chairperson
- four people who represent the views of the general community (community members)
- six people who represent the views of the non-government school sector (education members), including:
 - three education members chosen from nominations of organisations representing Catholic schools

- one education member chosen from nominations of organisations representing non-Catholic independent schools
- one education member chosen from nominations of the non-government school union
- one education member chosen from nominations of organisations representing parent associations of non-government schools.

Appointment of members

The Act outlines the conditions under which the Minister may appoint or terminate the appointment of a council member. As a statutory appointment the Standing Committee on Education, Training and Youth Affairs is consulted on proposed appointments.

Council membership and attendance at meetings

During the reporting period, the Council met seven times between 1 July 2010 and 30 June 2011.

Table NGSEC 1: Role of council members and the number of meetings attended

Member	Role	Number
Ms Narelle Hargreaves OAM	Chairperson	7
Mr John Barker	Education member representing the Catholic Education Office	6
Ms Lyn Renno	Education member representing non- government schools	3
Mr Peter Fullager	Education member representing Catholic Education Office	4
Mr Mark Hogan	Education member representing the Catholic Education Office	5
Dr William Maiden	Community member and Deputy Chairperson	6
Mr Tony Maple	Education member representing parent associations	7
Ms Michelle Narracott	Community member	2
Dr Janet Smith	Community member	6
Ms Meg van Beurden	Community member	4
Mr Andrew Wrigley	Education member representing non- Catholic independent schools	5

Source: Non-government Schools Education Council

Remuneration arrangements

Remuneration for the chairperson (the Chair) is determined by the ACT Remuneration Tribunal in accordance with the provision for section 10(1) of the *Remuneration Tribunal Act 1995*. The current determination took effect on 1 November 2009. The chairperson is the only member to receive remuneration.

Financial controls

The Council has no funds for which it is responsible therefore the Council does not prepare financial statements.

Internal audit and risk management

The Risk Management Plan was reviewed by the Council in November 2010. The Plan has continued to be monitored by the Council during the financial year 2010-11.

Ethical standards

The Act specifies the obligations of members should a conflict of interest arise. Council members are required to sign a standard ACT Government Code of Conduct agreement. A declaration of disclosure of interest is called for at each council meeting.

Resources

The Directorate provides secretariat and advisory assistance to the Council. The Council may call on directorate staff to address council meetings or meet with members to discuss particular issues or programs relevant to the work of the Council. This process occurs on a regular basis. If required, the Council has access to legal advice through the ACT Government Solicitor's Office.

Council operations and achievements

Key issues for consideration by the Council in 2010-11 were as follows:

- Strategic Directions
- National Partnerships
- Joint meeting with the Government Schools Education Council regarding the ACT Teacher Quality Institute – July 2010
- 2011-12 ACT Government Budget
- My School Australian Curriculum, Assessment and Reporting Authority national reporting website
- National Curriculum
- New funding model in offering Australian Government funding scrutiny and understanding to keep abreast of the issues.

Minister's visit to the Council

The Council appreciated Minister Barr's advice and contribution when he attended the September 2010 and June 2011 meetings of the Council.

Early childhood schools in the ACT

The Council wishes to congratulate the ACT Government on the provision of early childhood schools and the Child and Family Centres which are now operating successfully in the ACT.

ACT Curriculum Renewal Taskforce

At the invitation of the Minister, the Chair participated on the taskforce reconvened to support the ACT's input into the development of a national curriculum for kindergarten to year 12.

Registration of new non-government schools

The Council responded to requests from the Education and Training Directorate for comments on the possible impact on existing ACT schools including the proposed additional campus of Good Shepherd Primary School, Amaroo.

Budget 2011-12 recommendations

In September 2010, the Council responded to an invitation to participate in the Treasury Budget Consultation. A copy of the council submission to the ACT Government 2011-12 Budget process was provided to the Minister.

Council of Australian Governments

The Council of Australian Governments agenda is of high priority in monthly discussions at council meetings, including the Building the Education Revolution, National Curriculum and National Partnerships. The work done by Australian Curriculum, Assessment and Reporting Authority around the My Schools website was also regularly monitored and issues arising debated by the Council.

Cross-sectoral collaboration

The Minister advised the Council that the Government would continue to make every effort to ensure the Council is kept informed of current initiatives, programs and processes affecting all educational sectors in the ACT.

Strategic directions

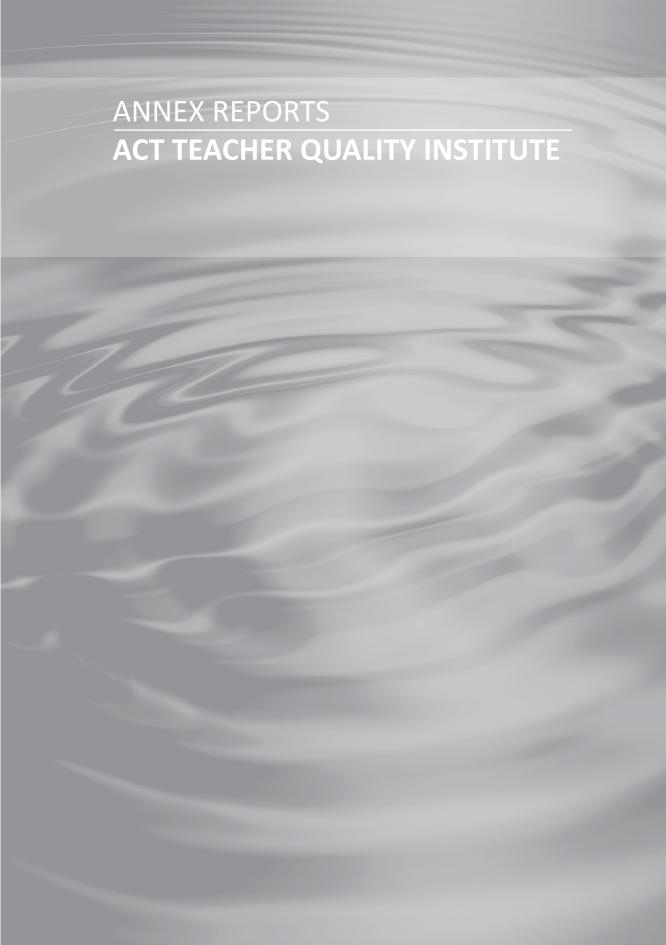
The Council's key focus for 2010-11 was regarding the development of *Strategic Directions for Non-government School Education* in the ACT. This position paper was presented to the Minister at the September 2010 Council meeting.

A joint meeting of the Council and the Government Schools Education Council took place in July 2010 in keeping with the Act which requires the Council to meet with the Government Schools Education Council to discuss matters of mutual interest. Discussions were focused on the National Professional Standards for Teachers.

For more information contact:
Non-government Schools Education Council
c/- Non-government Education Section
Education and Training Directorate
PO Box 158
CANBERRA ACT 2601

Secretariat to the Non-government Schools Education Council 02 6205 9328 ngso@act.gov.au

Ms Narelle Hargreaves OAM
Chairperson
Non-government Schools Education Council
c/- Non-government Education Section
Education and Training Directorate
PO Box 158
CANBERRA ACT 2601





Mr Andrew Barr MLA Minister for Education and Training ACT Legislative Assembly London Circuit CANBERRA ACT 2601

Dear Minister

With the ACT Teacher Quality Institute commencing operation on 1 January 2011, I submit the first Annual Report for the reporting period 1 January to 30 June 2011.

This report has been prepared under section 6(1) *Annual Reports (Government Agencies) Act 2004* and in accordance with the requirements referred to in the *Chief Minister's Annual Report Directions*.

It has been prepared in conformity with other legislation applicable to the preparation of the Annual Report by the ACT Teacher Quality Institute.

I herby certify that the attached Annual Report is an honest and accurate account and that all material information on the operations of the ACT Teacher Quality Institute during the period 1 January to 30 June 2011 has been included and that it complies with the Chief Minister's Annual Report Directions.

I hereby certify that fraud prevention has been managed in accordance with Public Sector Management Standard 2, Part 2.4.

Section 13 of the *Annual Reports (Government Agencies) Act 2004* requires that you cause a copy of the Report to be laid before the Legislative Assembly within three months of the end of the financial year. The Annual Report of the ACT Teacher Quality Institute is annexed to the Annual Report of the Director-General of the Education and Training Directorate.

Yours sincerely

Professor Denis Goodrum

Board Chair

ACT Teacher Quality Institute

19 July 2011

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ACT Teacher Quality Institute Annual Report 2010-2011

Overview

The ACT Teacher Quality Institute (TQI) is an independent statutory authority established under the ACT Teacher Quality Institute Act 2010 (the Act) to enhance the standing of the teaching profession in the ACT and to strengthen the quality and sustainability of the teaching workforce. The Act came into effect on 1 January 2011 and the initial priority in the reporting period to 30 June 2011 has been to establish policies, systems and processes to engage with local and national education stakeholders and to enable the implementation of teacher registration.

TQI is a key cross-sectoral initiative of the *National Partnership Agreement on Improving Teacher Quality* (TQNP) which was established to drive and reward systemic reforms to improve the quality of teaching and leadership in Australian schools. TQI is responsible for leading the ACT implementation of major TQNP reforms including the *National Professional Standards for Teachers*, nationally consistent processes in teacher registration, teacher education course accreditation and improved teacher workforce data collection.

The purpose of TQI is to:

- uphold the standards of the teaching profession in the ACT
- provide quality assurance processes to support the delivery of education in schools in a professional and competent way by approved teachers
- recognise, develop and promote professional learning
- maintain community confidence in the teaching profession.

TQI is responsible for:

- professional registration or permit-to-teach approval of ACT teachers
- accrediting ACT education courses for pre-service teachers and teachers
- · certifying ACT teachers against national professional standards
- developing and applying a code of professional practice for ACT teachers
- working closely with schools and education stakeholders to promote continuous professional learning by teachers.

The establishment of TQI brings the ACT in to line with all states and the Northern Territory, which have teacher registration or accreditation bodies.

Board membership

Section 15(4) of the Act requires the Minister to appoint the members of the Board other than the Chief Executive Officer.

Professor Denis Goodrum commenced as interim Board Chair on 12 July 2010 and continued in this position until his formal appointment under section 5 of the Act as Board Chair on 17 May 2011. The Chief Executive Officer is required by the Act to be a public servant and is a non-voting member of the Board. Nominations have been called for and received for all other positions on the Board. The Board appointment process was continuing as at 30 June 2011.

Interim Board

An interim Board was established by the Minister to guide the establishment of TQI and has met five times since January 2011. The role of the interim Board was to support the interim Board Chair in finalising the draft legislation and developing the associated regulations.

Table TQI 1: Interim Board meeting attendance as at 30 June 2011

Member	Role	Number of meetings attended January- June 2011
Professor Denis Goodrum	Chair	5
Ms Anne Ellis	Chief Executive Officer	5
Ms Diane Joseph	Education and Training Directorate nominee	3
Mr Andrew Wrigley	Association of Independent Schools of the ACT nominee	5
Mr Mark Hogan	Archdiocese of Canberra and Goulburn Catholic Education Office nominee	5
Ms Penny Gilmour	Australian Education Union nominee	4
Ms Lyn Renno	NSW/ACT Independent Education Union nominee	4
Professor Geoffrey Riordan	University of Canberra nominee	4
Associate Professor Carolyn Broadbent	Australian Catholic University, ACT Campus nominee	4

Source: ACT Teacher Quality Institute

Interim Board members

Professor Denis Goodrum

Denis Goodrum is Project Director, Science by Doing, Australian Academy of Science. Professor Goodrum was a visiting scholar at the United States National Research Council in Washington DC and has extensive administrative experience in his roles as Head of Department, Head of School and Dean of Faculty in the university sector. He has served on a number of state and national boards including the Board of Australian Deans of Education, Questacon, SciTech and the ACT Curriculum Renewal Taskforce. Professor Goodrum has also managed large national projects and been responsible for a variety of international projects including a Mauritius teacher education project.

Qualifications: BSc, Dip Ed, MEd, EdD, FACE.

Ms Anne Ellis

Anne Ellis was appointed as Chief Executive Officer of TQI on 10 January 2011 following a nationally advertised executive selection process. Ms Ellis taught in the primary sector in the NSW and ACT public education systems and has worked in senior management positions in the ACT Education and Training Directorate since 2006. During 2009 and 2010 Ms Ellis also led the ACT cross-sectoral consultation and planning for the TQNP.

Qualifications: BA, Dip Ed, Grad Dip (Information Management).

Ms Diane Joseph

Diane Joseph is Deputy Director-General, ACT Education and Training Directorate. Ms Joseph has extensive teaching and school leadership experience in the secondary sector. Prior to taking up her current position in the ACT, Ms Joseph was General Manager, Office for Policy Research and Innovation in the Victorian Department of Education and Early Childhood Development. Professional achievements include 2005 Victorian Education Outstanding Leadership Award, Consultant to Bahrain Economic Development Board, Australian and New Zealand School of Government Executive Fellow and Fellow, Harvard Graduate School of Education.

Qualifications: BSc (Education).

Mr Andrew Wrigley

Andrew Wrigley is Executive Director, Association of Independent Schools of the ACT (AISACT). Prior to working with the AISACT he was Manager with the Australian Institute for Teaching and School Leadership and before that with Teaching Australia. Mr Wrigley also has substantial experience as a professional educator in the non-government and public education sectors.

Qualifications: BEd, MEd.

Mr Mark Hogan

Mark Hogan is Deputy Director and Head of Human Resource Services, Catholic Education Office, Archdiocese of Canberra and Goulburn. Mr Hogan has extensive teaching and school leadership experience in the public and Catholic sectors.

Qualifications: BEd, MEd, Grad Dip Ed Studies (Educational Leadership), Grad Dip Ed (Religious), Grad Dip Legal Studies, Cert. School Counselling, NSW Teachers Certificate.

Ms Penny Gilmour

Penny Gilmour is Branch Secretary, Australian Education Union – ACT Branch, and the AEU-ACT Branch representative on Unions ACT Executive. Prior to commencing her work in the union sector in January 1989 Ms Gilmour taught in NSW high schools. Ms Gilmour completed the Harvard Trade Union Training Program in 2008.

Qualifications: BA, Dip. Ed, NSW Teachers Certificate, Grad Cert Adult Education (Training).

Ms Lyn Renno

Lyn Renno is a Union Organiser for the NSW/ACT Independent Education Union. Prior to commencing her current role Ms Renno had extensive teaching experience in the secondary sector in non-government and public schools.

Qualifications: Dip Arts (Applied), Dip Ed, Grad Cert Religious Education.

Professor Geoffrey Riordan

Geoffrey Riordan is Dean of Education, University of Canberra. Professor Riordan has held a number of senior leadership and management roles in universities and has been actively involved in the NSW Teacher Education Council and the Australian Council of Deans of Education. Prior to commencing his academic career, Professor Riordan taught in high schools in NSW.

Qualifications: BEd, MEd Admin, PhD (Educational Leadership and Policy).

Associate Professor Carolyn Broadbent

Carolyn Broadbent is Head of the School of Education (ACT) within the Faculty of Education at the Australian Catholic University. Associate Professor Broadbent has extensive teaching, research and executive leadership experience within the higher education sector and substantial teaching experience in a diverse range of educational settings, including primary, secondary, special needs, Indigenous and adult and community education. She is a Fellow of the Australian College of Educators (FACE) and Fellow of the Australian Council of Educational Leaders (FACEL) and received a Carrick Australian Award for University Teaching in 2007.

Qualifications: BEd, MEd (Research), PhD (Psychology).

Remuneration arrangements

Remuneration for the Chair is determined by the ACT Remuneration Tribunal in accordance with the provisions of the *Remuneration Tribunal Act 1995*. Other members of the Board are not entitled to be paid for the exercise of their board functions.

Board committees

An interim Registration Committee was established in April 2011 to advise on and guide the development of the teacher registration process. The members of this committee were:

- Denis Goodrum (chair)
- Anne Ellis
- · Penny Gilmour
- Carolyn Broadbent
- Mark Hogan
- Jari Teivonen (TQI representative)
- Michael Bateman (Education and Training Directorate representative).

Financial controls

For the period 1 January to 30 June 2011 funding for the TQI was provided through the Education and Training Directorate. In this transitional period leading up to the full establishment of the TQI, the financial reporting, audit and risk management functions were also provided by the Directorate. This transitional arrangement meant that all financial reporting requirements of the *Financial Management Act 1996* were not satisfied. New arrangements will exempt TQI from future inappropriate financial reporting requirements.

Principal activities and achievements

The four focus areas for TQI in the reporting period 1 January 2011 to 30 June 2011 were:

- relationships and communication
- planning and governance
- national work
- implementation of teacher registration for ACT teachers.

Relationships and communication

The Chief Executive Officer introduced the role of TQI to public, Catholic and independent principals at the ACT cross-sectoral principal meeting on 13 March 2011. Regular communication with teachers and schools and follow-up of individual teacher queries continued to be a key priority throughout the roll-out of the application process for teacher registration.

The initial development of strategic partnerships with ACT principal and teacher organisations, education systems and universities has focused on regular communication, presentations at meetings and the development of collaborative opportunities for improved teacher workforce data collection.

TQI launched its website http://www.tqi.act.edu.au on 17 February 2011 to provide information about its purpose and role and an overview of the stages of implementation of teacher registration in the ACT.

The TQI Board Chair and Chief Executive Officer attended the Special General Meeting of the Australasian Teacher Regulatory Authorities (ATRA) in Wellington on 24 and 25 February 2011 where TQI was recognised as a full member of the Association and the Chief Executive Officer was appointed as an officer of the Association.

Planning and governance

The initial planning focus has addressed the policy framework and business system development required for the registration application process for currently employed ACT teachers, including an electronic document and record management framework, online registration system and data collection and reporting capabilities.

The draft ACT Teacher Quality Institute Board Charter presented to the interim Board in May 2011 draws on relevant legislation and outlines the roles and responsibilities of the Board and its members, including a code of conduct and guidance on the structure and conduct of Board meetings.

National work

TQI has participated in regular consultation forums with the Australian Institute of Teaching and School Leadership (AITSL) and ATRA on the key reform areas of the TQNP.

In late June 2011 AITSL awarded funding for a pilot study in the ACT to trial the use of the National Professional Standards for Teachers. The focus of the TQI proposal is to develop a cross-sectoral standards based professional experience for pre-service teachers supported by a professional development program for mentor teachers. The TQI will join 15 other Australian organisations concurrently undertaking pilot studies on the implementation of the National Standards.

Implementation of teacher registration process for ACT teachers

The Act requires that all teachers working in ACT Catholic, independent or public schools must either be registered as a teacher or be granted a permit-to-teach by TQI. TQI commenced the initial phase of this work with a school by school roll-out of an online registration application process for teachers currently employed. This process included transitional arrangements for teachers employed in 2010 and 2011.

The key features of this work included:

- the development of a customised online registration application form, relational database and TQI web client application with Dialog Information Technology
- a cross-sectoral pilot of the online application process undertaken in the last week of term 1, 2011 by teachers at Amaroo School, Holy Family Primary School, St Francis Xavier College and Brindabella Christian School

- school by school support to assist principals and registration coordinators in preparing for and managing the registration application process
- regular communication with teachers to outline registration procedures and provide ongoing assistance throughout the process.

Following the pilot, the online registration application process for currently employed ACT teachers commenced operations on 9 May 2011. By 30 June 2011, 5,767 teachers had submitted an online application.

For more information contact:

The secretariat, the Chief Executive Officer or the Board Chair of TQI:

Secretariat
ACT Teacher Quality Institute

Ms Anne Ellis Chief Executive Officer ACT Teacher Quality Institute

Professor Denis Goodrum Board Chair ACT Teacher Quality Institute

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