

**Annexed Reports**





**ACT Accreditation and Registration Council**

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ACT Accreditation and Registration Council

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

Dear Minister

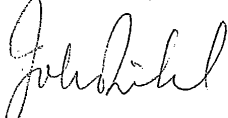
I am pleased to present the Annual Report for the ACT Accreditation and Registration Council for the year ending 30 June 2010.

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 and Registration Council is annexed to the Annual Report of the ACT Department of Education and Training.

I hereby certify that the attached Annual Report is an honest and accurate account and includes all material information on the operations of the ACT Accreditation and Registration Council during the period 1 July 2009 to 30 June 2010.

I commend the Annual Report to you.

Yours sincerely



Emeritus Professor John Richards  
Chair  
ACT Accreditation and Registration Council

27 July 2010

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GPO Box 158, CANBERRA ACT 2601  
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# ACT Accreditation and Registration Council Annual Report 2009-2010

The ACT Accreditation and Registration Council (the Council) advises the ACT Minister for Education and Training on improving the quality of vocational education and training and higher education, and regulating delivery by registered providers. The Council is an independent authority established by the *Training and Tertiary Education Act 2003* (the TaTE Act) and its members are appointed by the Minister.

The Council's advice assists the ACT Government in contributing to various local and national tertiary education and training agendas. The Chair of Council met regularly with the Minister throughout the 2009-10 reporting period to convey Council's views concerning policy issues in the tertiary education sector.

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
- communicating with education and training providers on quality of delivery
- sharing good practice among trainers and teachers.

National standards guiding Council's work include:

- the Australian Quality Training Framework 2007 (AQTF 2007) for vocational education and training delivery
- National Protocols for Higher Education Approval Processes for non self-accrediting higher education provision
- the *Education Services for Overseas Students Act 2000* and the National Code (s.33 of the Act) for international education provision in the ACT.

## Composition and appointments to the Council

The ACT Minister for Education and Training appoints members to the Council, and staff of the ACT Department of Education and Training (the Department) support its work by providing secretariat and related services.

The membership of Council is determined by section 12(1) of the TaTE Act. The 11 members comprise a chairperson; four people with expertise in vocational education and training (VET); three people with expertise in higher education; one person who represents the interests of employers; one person representing the interests of employees; and one person who represents providers of industry training advice.

Council membership for the reporting period:

Member	Position and representation	Current Appointment Commenced	Appointment Expires
Professor John Richards	Chairperson (commenced 1 Jan 2005)	4 June 2010	3 June 2013
Mr Vince Ball	VET expertise	29 Aug 2008	31 July 2011
Professor Peter Camilleri	Higher education expertise	2 May 2008	30 June 2011
Mr Vaughan Croucher	VET expertise	1 Jan 2009	31 Dec 2011
Mr Mike Fitzgerald	Interests of employees	22 Dec 2009	21 Dec 2012
A/Professor Ruth Foxwell	Higher education expertise	16 May 2009	15 May 2012
Mrs Annie Gregg	Industry training advisory services	7 April 2009	6 April 2012
Ms Louise Mayo	VET expertise	2 May 2008	30 June 2011
Ms Karen Nicholas	VET expertise	22 Dec 2009	21 Dec 2012
Ms Jill Owen	Higher education expertise	5 Aug 2008	4 Aug 2011
Mr Chris Peters	Interests of employers	28 May 2009	27 May 2012

## Accreditation and Registration Council members

Biographical 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 from 1 January 2005. Professor Richards is 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 has 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. Professor Richards holds degrees

of Bachelor of Engineering with first class honours and Doctor 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 (Member)**

Mr Ball is the Executive Director of the ACT Regional Building and Construction Industry Training Council. He has a range of VET experience including the industry training package development.

Mr Ball is 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 recognised for his commitment to Australian apprenticeships as a finalist in the national 2008 Ministers Awards for Excellence. Mr Ball received the prestigious *Friend of CIT Award* in 2008 from the Canberra Institute of Technology (CIT).

#### **Professor Peter Camilleri (Member)**

Professor Camilleri is the Professor of Social Work and previously the Rector at Canberra Campus of Australia Catholic University for ten years. He was appointed Deputy Chair of the University's Public Policy Institute in July 2009.

Professor Camilleri was appointed to 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, is a member of the ACT Children's Services Council and works on boards of non-government agencies.

#### **Mr Vaughan Croucher (Member)**

Mr Croucher is Senior Academic Advisor at the CIT. Mr Croucher holds a Master of Education from University of Canberra as well as a Bachelor of Education, Diploma of Teaching and a Certificate in Adult Literacy Teaching.

Mr Croucher's career in education includes Dean of Learning Services at CIT and as a senior manager in an ACT government training agency. From 2003 to 2009, Mr Croucher was a board member and national treasurer of *Adult Learning Australia*.

#### **Mr Mike Fitzgerald (Member)**

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 Certificate IV Workplace Training and Assessment.

Mr Fitzgerald is the ACT branch organiser of the Australian Education Union. Mr Fitzgerald's work history includes community development, agricultural and horticultural production/consultation and teaching/lecturing in the VET sector.

#### **Associate Professor Ruth Foxwell (Member)**

Associate Professor Foxwell works in Microbiology at the University of Canberra (UC) and is a member of the Executive of the Board for the Federation of Australian Science and Technological Societies and chairs the National Qualifications Committee for the Australian Society for Microbiology. She has also served as a board member for the Co-operative Research Centre for Freshwater Ecology.

Associate Professor Foxwell 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.

#### **Mrs Annie Gregg (Member)**

Ms Gregg is director of a training and consultancy company operating in the public and private sectors across Australia and overseas covering management, communication, leadership across a variety of industries.

Holding a degree in education and diplomas in training, business and property. Ms Gregg 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 a chair of the ACT Business Industry Training Advisory Board, 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 (Member)**

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. Ms Mayo has worked in the ACT VET sector for many years and led a team of educators implementing and quality assuring academic programs across a number of industries in two sites in the ACT and NSW.

Ms Mayo is studying for a Doctorate of Business Administration that seeks to address a gap education institutions are providing and the requirements of industry.

**Ms Karen Nicholas (Member)**

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. Ms Nicholas 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.

Ms Nicholas' experience in the VET community includes representing training providers' interests as a past president 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 (Member)**

Ms Owen is a lecturer in Project Management at the University of NSW (Australian Defence Force Academy) in the School of Business. Ms Owen is currently undertaking her Doctorate of Philosophy within the Faculty of Information

Technology on The Role of Knowledge Based Practices in Effective Project Delivery.

Ms Owen has occupied senior management and leadership positions in several organisations that specialise in project and program management in business and information technology contexts. Ms Owen has worked across a wide range of industries including: financial services, airline, health, insurance and credit industries.

**Mr Christopher Peters AM OI JP (Member)**

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 the University of Canberra in 2009 and made a Member of the Order of Australia (AM) in 2004.

Mr Peters 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 & Region, Deputy Chairman of the Tourism Industry Council (ACT & Region), Managing Director of the Australian Industry and Defence Network and a member of General Council of the Australian Chamber of Commerce & Industry.

Mr Peters 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.

## Number of meetings held

The Council met on four occasions between 1 July 2009 and 30 June 2010.

## Frequency of members' attendance at meetings

Dates of the meetings and member attendances are shown below.

Name	ARC 57 10 Sep 2009	ARC 58 3 Dec 2009	ARC 59 11 Mar 2010	ARC 60 3 June 2010
Professor John Richards (Chair)	✓	✓	✓	✓
Mr Vince Ball	✓	✓	✓	✓
Professor Peter Camilleri	✓	x	✓	✓
Mr Vaughan Croucher	✓	✓	✓	A
Mr Mike Fitzgerald	✓	✓	✓	✓
Associate Professor Ruth Foxwell	✓	✓	x	x
Mrs Annie Gregg	✓	✓	✓	✓
Ms Louise Mayo	✓	✓	✓	✓
Ms Karen Nicholas	✓	✓	✓	✓
Ms Jill Owen	x	A	x	A
Mr Chris Peters	✓	✓	✓	✓

**Key:**

✓ Attended

x Did not attend

A Approved leave

N/A Not applicable, as appointment had yet to commence, or had ended naturally

ARC nn ACT Accreditation and Registration Council Meeting number.

## Procedures and protocols for council operations

### Oversight of entity's financial arrangements and internal controls, composition and responsibilities of audit committees

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 Department undertakes audit and risk management activities that identify and manage risk. The Departmental 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 2007 *Standards for State and Territory Registering Bodies* and *State and Territory Course Accrediting Bodies* set the parameters for quality indicators: Consistency, Effectiveness, Proportionality and Responsiveness. Work on a final reporting framework was pending at the end of this reporting period, and revised AQTF standards for providers and registering bodies were endorsed by the NQC in June 2010. The new *Essential Conditions and Standards for Initial Registration and Continuing Registration of Training Organisations* strengthen the Australian Quality Training Framework (AQTF) and provide additional protection for all students undertaking Vocational Education and Training in Australia.

### Maintenance of ethical standards and code of conduct

Prior to appointment, Council members are provided with the Bowen Code of Conduct (see s.14 of the *Public Service Act 1999*) 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 of the ACT Department of Education and Training. ACT Government Solicitor's Office 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 his statutory responsibilities.

### Corporate and operational plans and associated performance reporting and review

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 *ACT Department of Education and Training Strategic Plan 2010-2013*.

## Council operations

### Strategic issues

On 26 March 2010, the Council convened a meeting of Chairs of registering bodies from each Australian State and Territory as part of its commitment to a professional exchange of best practice regulation.

The meeting considered a number of matters including national regulation, international education provision and Commonwealth government advice on policy implementation in tertiary education and training. Commonwealth government officials and the Chair of the Ministerial company, TVET Australia, attended, and meeting proceedings were recorded and distributed.

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

Council considered that governance of the proposed regulatory arrangements needed clarification for it to be assured that each regulatory body would be successful and for State and Territory interests to be assured.

Council discussed the Commonwealth proposal to merge VET and higher education regulators in 2013, two years after implementing each entity separately. It resolved to advise the ACT Government that it believed the regulators need to commence

as a joined entity as early as possible to minimise the risk that separate governance and operations would constrain regulatory effectiveness, particularly for dual sector education and training providers.

Council resolved at each of its 2010 meetings to provide advice to the ACT Minister concerning regulatory approaches that would assure the interests of the ACT, including during transition arrangements in 2011.

In the context of regulatory change and related national policy, Council discussed options for its future. Key issues for Council include:

- how the ACT's quality of tertiary education provision continues to be assured once new national regulatory arrangements are in place in which State and Territory jurisdictions have no direct governance role
- the desirability of national regulators utilising skills currently residing within Council staff
- maintaining the depth and breadth of advice the ACT Government currently receives on tertiary education and training quality.

Council's discussions about possible future roles identified functions currently contained in the TaTE Act that it believes should remain after referral of regulatory powers to the national regulator. Those functions include strategic advice on improving VET and higher education quality in the ACT, advising the Minister on new universities in the ACT and conducting research that informs policy formulation.

In May 2010, the ACT Government announced the establishment of a 'TertiaryTaskforce' to advise it on how to create a better connected ACT tertiary education environment. The

Council is represented on the Taskforce by the Chair, enabling it to inform that advice to government.

### **Vocational education and training**

At 11 June 2010, there were 133 registered training organizations (RTOs) approved by Council to deliver and assess nationally recognised training. All RTOs must continue to comply with the AQTF 2007 Essential Standards for Registration to remain registered. Council conduct 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 ([www.ntis.gov.au](http://www.ntis.gov.au)), the Ministerially endorsed national register.

VET auditors comprised staff drawn from the Department, including Council secretariat, and from recognised industry professionals. Auditors participated in audit moderation and professional development activities through the reporting period.

Council used a risk managed approach to 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 2009 – 2010**

The total number of ACT RTOs registered by the Council increased from 126 to 133 during the reporting period. The Council conducted 53 on-site audits and 18 desktop audits of training providers' compliance with relevant national standards. All audit activity

is scheduled after risk assessment against the AQTF 2007 *National Guideline for Risk Management*.

### **Australian Quality Training Framework 2007**

All RTOs were required to collect AQTF 2007 Quality Indicator data as part of their registration conditions. At the end of the reporting period RTOs will report 2009 and 2010 training activity and client satisfaction data through a national web portal managed by the National Centre for Vocational Education Research (NCVER), with technical expertise provided by the Australian Council for Educational Research (ACER).

The reported data will be made available to the Council in July 2010 and will inform the risk assessments routinely conducted to determine audit frequency and scope.

Providers received ongoing advice from the Council secretariat about important developments in the AQTF over the reporting period. NCVER and ACER provided online and telephone support for RTOs in relation to data collection and analysis that underpins the Quality Indicators; the data also assists RTOs to maintain good practices and continuously improve training delivery.

### **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 2010 there were 22 CRICOS providers registered in the ACT. There were

seven on-site audits conducted during the reporting period. The Council continued to work with the Australian Government to monitor compliance of providers and met regularly with the Department of Education, Employment and Workforce Relations and Department of Immigration and Citizenship to discuss issues of mutual interest including compliance and audit.

### **Ministerial directions to council**

Section 18 of the TaTE Act requires Council to report action(s) it takes in response to Ministerial direction. 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 twenty-six courses, approved for delivery in the ACT. Two providers are ACT legal entities and three hold primary registration in other Australian states, recognised by Council for delivery in the ACT.

Council membership includes three people with expertise in higher education, who are also members of Council's only sub-committee, the Higher Education Committee (HEC). The HEC operates to terms of reference endorsed by the Council and has a limited set of decision-making functions delegated to it concerning the registration of non self-accrediting higher education providers and the accreditation of their courses.

Membership of the committee during the reporting period included:

**Professor Peter Camilleri**  
Chairperson and Council member

**Ms Jill Owen**  
Council member

**Mr Vaughan Croucher**  
Council member

**Associate Professor Ruth Foxwell**  
Council member

**Adjunct Professor Barbara Chambers**  
(ex University of Canberra)

**Professor John Dearn**  
(Australian National University)

**Mr Stephen Darwin**  
(Australian National University)

The Council is also advised on higher education policy through Departmental officers' attendance at national forums and committees.

During the reporting period the Council responded to a request from the Joint Committee for Higher Education (JCHE) and the Australian Universities Quality Agency (AUQA) concerning quality assurance of higher education approvals. Council was previously audited by AUQA in late 2003 against the then national protocols for higher education approvals (now referred to as the Cycle 1 audit).

In endorsing the AUQA Cycle 2 audit program of government accreditation authorities and universities Ministers accepted JCHE advice to amend authority audits to a self assessment process. An intended outcome of the collective assessment of all authorities in the states and territories was that this would inform the future operations of the Tertiary Education Quality and Standards Agency (TEQSA), which was planned to subsume AUQA's functions from 2011.

Council formed a committee in August 2009 to develop its self assessment which it transmitted to AUQA in May 2010 as agreed with the JCHE. A response from AUQA is anticipated in early July 2010 which may include a request for follow up activity, or no further action on the part of Council.

At the end of the reporting period the HEC had provided a submission to a joint AUQA and ministers' committee project examining quality assurance by government authorities of the non self-accrediting higher education sector.

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 responses to the 2009 Bradley Review of Higher Education.

**For more information contact:**

The Secretariat  
ACT Accreditation and Registration Council  
GPO Box 158  
Canberra ACT 2601  
Telephone: (02) 6205 7091  
Web site: <http://www.arc.act.gov.au>



**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 2010.

This Report has been prepared under section 6(1) of the *Annual Reports (Government Agencies) Act 2004* and in accordance with the requirements of the *Board of Senior Secondary Studies Act 1997*.

The Annual Report of the Board of Senior Secondary Studies is annexed to the administrative report of the Chief Executive of the Department of Education and Training.

I hereby certify that the attached Annual Report is an honest and accurate account, that all material information on the operations of the Board of Senior Secondary Studies during the period 1 July 2009 to 30 June 2010 has been included and that it complies with the Chief Minister's Annual Report Directions.

I commend the Annual Report to you.

Yours sincerely

Professor Stephen Parker  
Chair

2/7/2010

# Board of Senior Secondary Studies Annual Report 2009-2010

## 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.

During 2009-10, the Board has continued to implement its strategic plan. Key initiatives have included a review of flexible learning and its implications for Board policy, the trialling of some alternative approaches in the peer review moderation process and a technical review of the ACT Scaling Test.

The Board has ensured that the ACT has been actively involved in development of the senior years' Australian Curriculum through participation in the writing process and at consultation workshops. The Board responded

to the draft position paper on *National Curriculum in the Senior Years* and is preparing a response to the recently released draft courses in English, mathematics, science and history. The Board is monitoring the implications of national curriculum on its policies and processes, and will consider a timeframe for implementation, in the next reporting period.

There was a significant change in the membership of the Board during 2009-10 as many of the appointments to the Board expired at the end of 2009.

## 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 Chief Executive of the Department of Education and Training (the Department), 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 nine Board members expired in December 2009. Two of these members were renominated by their organisations and appointed for a further three years. Seven new members were appointed to the Board from 2010.

The Board has six scheduled meetings each calendar year. The above Board met on three occasions from July-December 2009.

**Table 1: Board membership as at 1 July 2009**

Member	Organisation/s nominating Member	Initial Appointment	Appointment Expires	Number of meetings attended July-December 2009
Professor Stephen Parker	Chair	1 Jan 2008	31 Dec 2010	3/3
Ms Kaye O'Hara	Canberra Institute of Technology	4 Feb 2004	31 Dec 2009	3/3
Ms Jocelyn Vasey	Vocational education and training organisations	15 Feb 2008	31 Dec 2010	2/3
Dr Douglas Craig	Australian National University	4 Feb 2004	31 Dec 2009	3/3
Dr Margi Böhm	University of Canberra	13 Feb 2007	31 Dec 2009	1/3
Ms Rita Daniels	Association of Independent Schools	25 Jun 2009	31 Dec 2011	1/3
Ms Jenny Budd-Clayden	ACT Branch, Australian Education Union	9 Feb 2007	31 Dec 2009	1/3
Ms Catherine Rey	Catholic Education Commission	7 Sept 2007	31 Dec 2009	3/3
Mr John Stenhouse	ACT Principals' Association	9 Feb 2007	31 Dec 2009	0/3
Mr Warren Müller	ACT Council of Parents & Citizens Associations	13 Feb 2007	31 Dec 2009	3/3
Ms Kirsten Wilkinson	Association of Parents & Friends of ACT Schools	25 Jun 2009	31 Dec 2010	3/3
Dr Christopher Peters AM	ACT and Region Chamber of Commerce and Industry	15 Jan 1998	31 Dec 2009	3/3
Mr John van Rijswijk	ACT Trades and Labour Council	13 Feb 2007	31 Dec 2009	2/3
Ms Trish Wilks	Delegate of the Chief Executive, the Department	12 Feb 2007	Ongoing	3/3

## Details of Board members

### **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 is 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 Jocelyn Vasey**

Ms Vasey was the Director, Training and Tertiary Education in the Department to the end of April 2010. She has considerable experience in teaching and administration in the secondary and tertiary education sectors, and maintains 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

### **Dr Douglas Craig**

Dr Craig is a Reader in History at the Australian National University (ANU) and has been lecturing in history since 1990. Dr Craig has been a member of a number of committees at the ANU, including as Chair of the ANU Admissions Standards Committee.

Qualifications: BA (Hons), LLB (Hons), MA, PhD

### **Dr Margi Böhm**

Dr Böhm is a Lecturer in the School of Resource, Environment and Heritage Sciences at the University of Canberra. Dr Böhm works closely with ACT and local NSW colleges on outreach programs and has previously been a college and high school teacher in the ACT.

Qualifications: BSc (Hons), MSc, 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 of the BSSS from 2000-2003 and 2004-2006, chairing the Board's Assessment and Certification, and Discipline committees. She has been teaching since 1977.

Qualifications: BA, Dip Ed, MEd

### **Ms Jennifer Budd-Clayden**

Ms Budd-Clayden is a School Leader C at Narrabundah College, teaching mathematics. She has been a secondary college teacher in the ACT since 1986.

Qualifications: BSc, Dip Ed, Grad Cert Career Education

### **Ms Catherine Rey**

Ms Rey has been Principal of Merici College since 2003. Prior to this she was Assistant Principal of St Clare's College. Ms Rey has taught French, Japanese and social science at several schools in the ACT.

Qualifications: BA (Hons), Dip Ed, MA

### **Mr John Stenhouse**

Mr Stenhouse has been Principal of the Canberra College since 2005. He was previously Principal of Copland College and has worked in several colleges and high schools since joining the ACT education system in 1977.

Qualifications: BSc (Hons), Dip Ed, MSc, MEd

**Mr Warren Müller**

Mr Müller has worked with the CSIRO for over 35 years as a statistical consultant in the biological sciences. He has a strong interest in education issues and plays an active role in school communities, and parent and school representative bodies.

Qualifications: BSc (Hons), BA, MSc, Accredited Statistician

**Ms Kirsten Wilkinson**

Ms Wilkinson has worked at the Australian Bureau of Statistics (ABS) either full or part-time 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 & 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, Senior Fellow Corporate Directors Association, Fellow Australian Institute Company Directors, Fellow Australian Institute of Management, Chartered Director

**Mr John van Rijswijk**

Mr van Rijswijk was a teacher at St Edmund's College and has been in the educational arena for 30 years teaching in the ACT and NSW.

Qualifications: BA, Dip Ed

**Ms Trish Wilks**

Ms Wilks is Director of Learning and Teaching in the Department. 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 2: Board membership as at 30 June 2010**

Member	Organisation/s nominating Member	Initial Appointment	Appointment Expires	Number of meetings attended Feb-June 2010
Professor Stephen Parker	Chair	1 Jan 2008	31 Dec 2010	3/3
Ms Kaye O'Hara	Canberra Institute of Technology	29 Jan 2010	31 Dec 2012	2/3
Ms Jocelyn Vasey	Vocational education and training organisations	15 Feb 2008	31 Dec 2010	3/3
Prof Joan Beaumont	Australian National University	29 Jan 2010	31 Dec 2012	2/3
Dr Louise Watson	University of Canberra	29 Jan 2010	31 Dec 2012	2/3

Member	Organisation/s nominating Member	Initial Appointment	Appointment Expires	Number of meetings attended Feb-June 2010
Ms Rita Daniels	Association of Independent Schools	25 Jun 2009	31 Dec 2011	3/3
Ms Jan Bentley	ACT Branch, Australian Education Union	29 Jan 2010	31 Dec 2012	3/3
Mrs Alison Jeffries	Catholic Education Commission	29 Jan 2010	31 Dec 2012	2/3
Mr Martin Watson	ACT Principals' Association	29 Jan 2010	31 Dec 2012	3/3
Ms Josephine Dixon	ACT Council of Parents & Citizens Associations	29 Jan 2010	31 Dec 2012	3/3
Ms Kirsten Wilkinson	Association of Parents & Friends of ACT Schools	25 Jun 2009	31 Dec 2010	3/3
Dr Christopher Peters AM	ACT and Region Chamber of Commerce and Industry	15 Jan 1998	31 Dec 2012	3/3
Mr Peter van Rijswijk	ACT Trades and Labour Council	29 Jan 2010	31 Dec 2012	2/3
Ms Trish Wilks	Delegate of the Chief Executive, the Department	12 Feb 2007	Ongoing	2/3

The above Board has met on three occasions from January-June 2010.

## Details of Board members in 2010

### **Professor Stephen Parker (Chair)**

Continuing appointment; refer above.

### **Ms Kaye O'Hara**

Reappointment; refer above.

### **Ms Jocelyn Vasey**

Continuing appointment; refer above.

### **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 (& 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

**Dr Louise Watson**

Dr Watson is an Associate Professor 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**

Continuing appointment; refer above.

**Ms Jan Bentley**

Ms Bentley is an Executive Teacher, Mathematics and Technology at Dickson College. She has 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**

Ms 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 of Lake Ginninderra College 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 in the area at the Canberra Institute of Technology. She was a member of the BSSS Assessment and Certification Committee from 2006 to 2009. She is currently undertaking a research Masters Degree at the University of Canberra.

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

**Ms Kirsten Wilkinson**

Continuing appointment; refer above.

**Dr Christopher Peters**

Reappointment; refer above.

**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 BSSS 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**

Continuing delegate; refer above.

## Policies relating to the appointment and retirement of board members

The BSSS Act 1997 (s8, 10, 12) provides for the appointment and retirement of Board members.

## Procedures for remuneration arrangements

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

## Oversight of preparation of the entity's financial statements and internal controls, composition and responsibilities of audit committees, risk management strategies.

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 Department, which also manages audit and risk management functions.

## Policies for establishment and management of appropriate 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 to assist them to carry out their duties

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

## Board committees

Under the BSSS Act 1997, the Board can appoint the committees it considers appropriate (s6). The major standing committees of the Board are:

- Curriculum Advisory Committee
- Assessment and Certification Committee
- Vocational Education and Training Committee

The following were members of these committees in 2009:

### Curriculum Advisory Committee

**Ms Catherine Rey**

Chair

**Dr Michael Kindler**

ACT Department of Education and Training

**Mr Steve Kyburz**

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 & Friends of ACT Schools

**Ms Elizabeth Singer**

ACT Council of Parents & Citizens Associations

**Mr Trevar Chilver**

ACT and Region Chamber of Commerce and Industry

**Dr Joe Murik**

University of Canberra

## **Assessment and Certification Committee**

**Mr John Stenhouse**  
Chair

**Mr Simon Tiller**  
ACT Department of Education and Training

**Dr Bill Maiden**  
ACT Principals' Association

**Ms Catherine Rey**  
Catholic Education Commission

**Mr John Folan**  
Association of Independent Schools of the ACT

**Ms Josephine Dixon**  
ACT Council of Parents & Citizens Associations

**Ms Helen Strauch**  
Co-opted member

**Ms Debbie O'Brien**  
Co-opted member

## **Vocational Education and Training Committee**

**Ms Kaye O'Hara**  
Chair

**Mr Phil Pettit**  
Catholic Education Commission

**Ms Meredith Joslin**  
Association of Independent Schools of the ACT

**Mr Steve Kyburz**  
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

**Mr Roger Buckley**  
ACT and Region Chamber of Commerce and Industry

**Ms Carolyn Lloyd**  
ACT Teachers in Vocational Education Association

**Mr Tim McNevin**  
Training and Tertiary Education, ACT  
Department of Education and Training

**Ms Ann Robb**  
ACT Council of Parents & Citizens Associations

The following are members of these committees in 2010:

## **Curriculum Advisory Committee**

**Mr Martin Watson**  
Chair

**Dr Michael Kindler**  
ACT Department of Education and Training

**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 & Friends of ACT Schools

**Mrs Elizabeth Singer**  
ACT Council of Parents & 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**

ACT Department of Education and Training

**Mr Nick Vonthethoff**

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 & Citizens Associations

**Ms Debbie O'Brien**

Co-opted member

**Ms Helen Strauch**

Co-opted member

## **Vocational Education and Training Committee**

**Ms Jocelyn Vasey**

Chair

**Mr Phillip Pettit**

Catholic Education Commission (from Feb-May 2010)

**Ms Belinda Muir**

Catholic Education Commission (from June 2010)

**Ms Meredith Joslin**

Association of Independent Schools of the ACT

**Ms Sharon Jasprizza**

ACT Principals' Association and ACT Department of Education and Training

**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**

Training and Tertiary Education, ACT Department of Education and Training

**Ms Ann Robb**

ACT Council of Parents & Citizens Associations

## **Corporate and operational plans and associated performance reporting**

### **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 following achievements are reported under the Key Focus Areas in the BSSS Strategic Plan 2008-2010

### KEY FOCUS AREAS

#### **An assessment and certification system that caters for all student pathways**

##### **Extension programs**

The Board has continued to review its policies and procedures to ensure they support the varied needs, interests and pathways of senior secondary students. Following re-examination of its policies on extension programs, the Board published a booklet, *What Extension Programs are Available?* to highlight the opportunities existing for students who demonstrate particular aptitude in one or more subjects. These include, Accelerated Progression, university extension programs and higher level vocational education and training programs.

##### **Flexible learning**

In August 2009, the Board established a working party to review and make recommendations on policy relating to flexible learning. The group explored examples of flexible learning in secondary and tertiary education, and considered the implications of flexible learning for Board policy. The working party concluded that the Board's definition of a unit of study did not preclude flexible learning, and that with minor amendments other policies on course delivery and student attendance would be consistent with changing approaches to delivery.

## **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 2009-2010, course frameworks in English, Legal and Political Studies, Cultural Studies, Behavioural Science and Theory of Knowledge have been revised and endorsed by the Board. In 2010-2011, the Board will review the function and structure of course frameworks in light of national 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. Nineteen teams operated in 2009 developing system-wide courses and fourteen teams are currently developing courses for implementation in 2011. 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 2009-10 is included as Appendix A.

Redevelopment of courses in English, the sciences and mathematics has been suspended pending release of the Phase 1 Australian Curriculum in these areas.

## **Moderation**

During 2010, the Board is trialling some alternatives processes for review of unit grades at its system-wide Moderation Days held in March and August each year. The trials include review of student portfolios of work with all college identification removed in Biology; review of student portfolios with all college identification, marks and grades removed in English; and review of student portfolios by expert panels in English, Mathematical Methods, Chemistry and Photography. The results of the trials will be available in October 2010. The purpose of system-wide moderation is to gain feedback on the quality and effectiveness of the school-based assessment and consistency in application of grade standards.

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 2009 were: Quantitative component 31 percent, Verbal component 14 percent, Writing Task 22 percent, and Short Response Test 33 percent. In 2009-2010, the BSSS has undertaken a technical review of the effectiveness of the AST to ensure that it remains a quality instrument for the scaling of school-based assessments.

## **Software support**

The Board has recently introduced a common electronic markbook across all colleges as part of the redevelopment of its computer system for year 11-12 certification. The new facility includes validation of assessment data on entry and automatic transfer of students' results from the markbook at the end of each unit, eliminating the need for manual re-entry of scores by teachers.

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

### **Australian curriculum**

Following the release of the first draft Australian Curriculum senior courses in English (four courses), mathematics (four courses), science (four courses) and history (two courses), the Board has run a series of workshops to gain teacher feedback for reporting to the Australian Curriculum, Assessment and Reporting Authority (ACARA). A workshop for parents, students and other key stakeholders has been organised for 1 July 2010. The Board has also arranged for ACT college teachers to participate in national consultation workshops on each of the courses being run in Sydney by ACARA. Board Principals' Meetings have been used to keep principals informed of developments in national curriculum and for discussion on the implications for the ACT.

### **Vocational education and training**

The Board is committed to ensuring that its policies and procedures support a range of pathways for students and is continuing to review its policies on vocational education and training. Currently the Board is looking at the inclusion of Structured Workplace Learning in vocational programs.

In the 2010-11 ACT Budget, the Board received \$1.1 million over four years for redevelopment of the VET component of its year 11-12 certification IT system. The current system was developed over ten years ago and requires significant revision to cope with the increasing flexibility in VET, changes in delivery and enhanced reporting.

## Indigenous education

In support of local and national initiatives in Indigenous education, in 2009 the Board introduced a new category for recognition of student achievement, the Indigenous Student Award. The award is based on a sustained high level of achievement across all courses during years 11 and 12, and a significant contribution during years 11 and 12 to life in the college or broader community. In 2009, four year 12 Indigenous students from across ACT colleges received this award.

## 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 2009

Twenty ACT colleges and the CIT Vocational College were involved in the processing of year 12 results at the end of 2009. Six 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 4266 students. This included 4140 students enrolled in ACT colleges and the CIT Vocational College, and 126 students enrolled in overseas colleges. Of these students, 2800 students completed the requirements for an Australian Tertiary Admissions Rank (ATAR) and thus received a Tertiary Entrance Statement (TES). This included 2695 students enrolled in ACT colleges and the CIT, and 105 students enrolled in overseas colleges.

At the end of 2009, 90 students (49 females, 41 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, 25 studied Mathematics, 12 Physics, 22 Chemistry, 17 Conservation Biology and 14 Japanese. The students came from 16 different colleges. Seventy-two per cent of these students used their scaled H course score in their ATAR.

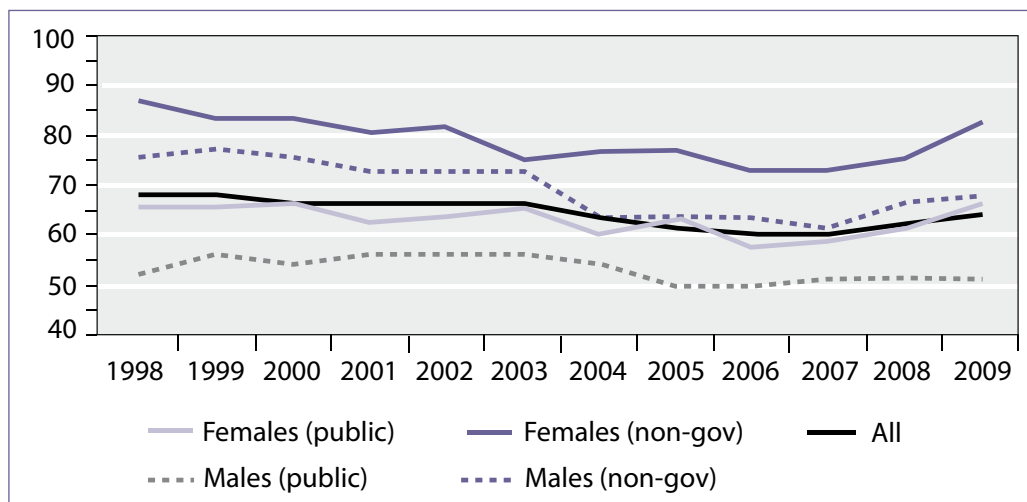
The proportion of year 12 students achieving an ACT Year 12 Certificate increased slightly. In 2009, 92.0 percent of year 12 students in ACT colleges achieved an ACT Year 12 Certificate compared with 91.2 percent in 2008.

To achieve an ACT Year 12 Certificate students are required to study a minimum seventeen 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 2009, 78.4 percent of Year 12 Certificate receivers completed twenty or more standard units and 76.1 percent of Year 12 Certificate receivers completed five or more accredited courses from different course areas.

Figure 1 displays the percentage of Year 12 Certificate receivers achieving a TES from 1998 to 2009. In 2009, 65.1 percent of ACT students receiving a Year 12 Certificate also received a TES. This is an increase of 3.1 percent compared with 2008, and is the highest percentage since 2003.

Of the 2595 students in the ACT who achieved an ATAR, 77 percent were above the University of Canberra main round general ATAR cutoff of 65.

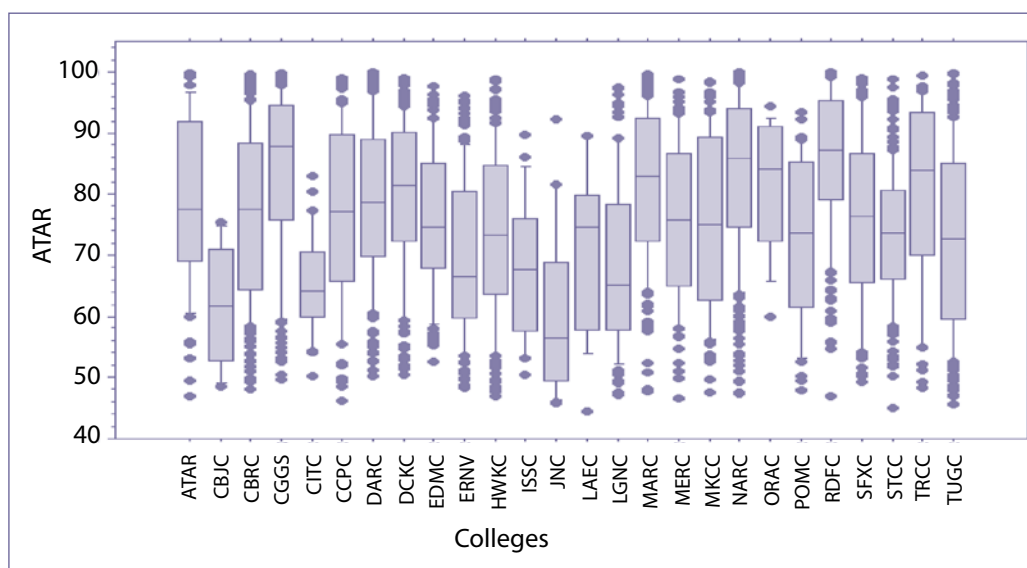
Figure 1: Year 12 Certificate receivers with a Tertiary Entrance Statement, 1998 to 2009



Source: ACT Board of Senior Secondary Studies

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

Figure 2: Australian Tertiary Admissions Rank by college, 2009



Source: ACT Board of Senior Secondary Studies

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

Figure 2 illustrates the range of ATARs across colleges for 2009. 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.

The following table gives the percentage of Year 12 Certificate and TES receivers who completed an accredited course in the nominated areas.

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, 62.4 percent of ACT students used scaled course scores from four different course areas in the calculation of their ATAR.

The above data shows that 97 percent of ACT Year 12 Certificate receivers and 99.2 percent of TES receivers completed a course in English/ESL, and 88 percent of ACT Year 12 Certificate receivers and 88.8 percent of TES receivers completed a course in mathematics. There was an increase in the percentage of students completing courses in information technology (IT) and a decrease in the percentage of ACT Year 12 Certificate and TES receivers completing a course in the sciences, history and languages between 2008 and 2009.

The Board recognises the contribution of learning away from the classroom on a student's Year 12 Certificate. In 2009, 781 students received a Year 12 Certificate with activities recognised under Recognition of Outside Learning. These included sporting and cultural activities, community involvement and apprenticeships.

**Table 3: Selected courses on Year 12 Certificates and Tertiary Entrance Statement, 2008 and 2009**

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	
	2009	2008	2009	2008
English/ESL	97.0%	96.8%	99.2%	99.0
Mathematics	88.0%	88.4%	88.8%	89.2
IT	15.2%	14.4%	15.3%	13.2
Sciences	41.7%	43.2%	53.2%	55.6
History	19.0%	19.2%	24.0%	25.2
Languages	14.3%	15.3%	18.9%	20.6

Source: ACT Board of Senior Secondary Studies

**Note:** ESL refers to English as a Second Language

## Vocational education

The Board issues vocational certificates to year 10, 11, 12 students who have completed vocational qualifications through colleges as Registered Training Organisations (RTOs). In 2009, this included

- 559 year 10 students
- 317 year 11 students
- 818 year 12 students

Of these 1,694 students, 54 completed an Australian School-based Apprenticeship with their college as the RTO.

The following figure displays the number of students receiving vocational certificates issued by the Board for each RTO by year level in 2009. It should be noted that students may have received more than one vocational certificate.

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 2009:

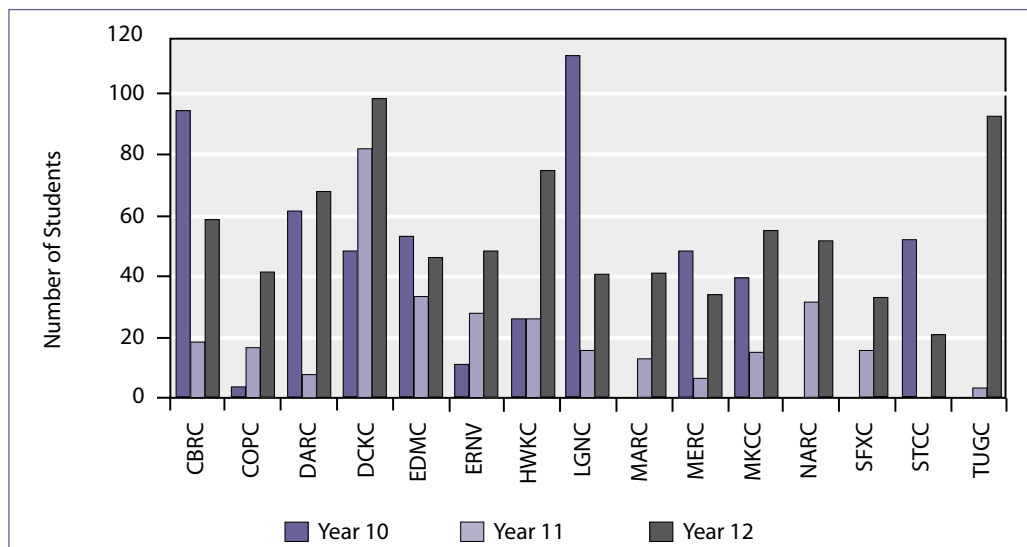
- 107 students received recognition on their Year 12 Certificate for vocational qualifications awarded by an RTO other than their home college
- 176 students who undertook an Australian School-based Apprenticeship with an external RTO received recognition for it on their Year 12 Certificate.

Note: Students may receive recognition or more than one vocational qualification completed with external RTOs.

### For more information contact:

The Executive Officer  
 ACT Board of Senior Secondary Studies  
 GPO Box 158  
 CANBERRA ACT 2601  
 Telephone: (02) 6205 7181  
 Email: [bsss.enquiries@act.gov.au](mailto:bsss.enquiries@act.gov.au)  
 Web site: [www.bsss.act.gov.au](http://www.bsss.act.gov.au)

Figure 3: Number of students receiving vocational certificates, 2009



Source: ACT Board of Senior Secondary Studies

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

## Appendix A: Accreditation Panels that operated in 2009-2010

Accreditation Panel	Panel Chair	School
History	Ms Bernadette Mearns	Trinity Christian School
Japanese	Ms Heidi Vellnagel	Canberra Girls' Grammar School
Business Services and Retail	Ms Marie Fisher	Merici College
Latin	Ms Marie Fisher	Merici College
Mathematics	Mr Tom Mutton	Daramalan College
Music	Ms Angela Dunn	Daramalan College
English	Mr John Alston-Campbell	St Edmund's College
Media	Ms Celia Stott	Narrabundah College
Religious Studies	Mr Mark Pickham	St Mary MacKillop College
Industrial Technology Trades	Mr Fred Zarb	St Edmund's College
Behavioral Science	Ms Anne Armstrong	St Francis Xavier College
Contemporary Transitions	Mr Wally Truesdale	Melba Copland Secondary School

## Appendix B: Institutions Delivering Courses Certificated by the ACT Board of Senior Secondary Studies

Public colleges	Code
The Canberra College	CBRC
Melba Copland Secondary School	COPC
Dickson College	DCKC
Erindale College	ERNC
Hawker College	HWKC
Lake Ginninderra College	LGNC
Narrabundah College	NARC
Lake Tuggeranong College	TUGC

Non-government colleges	Code
Burgmann Anglican School	BASS
Canberra Girls' Grammar School	CGGS
Daramalan College	DARC
St Mary MacKillop College	MKCC
Marist College Canberra	MARC
Merici College	MERC
Orana 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	Code
CIT Vocational College	CITC
Australian National University (ANU) Secondary College	ANUC

International schools	Code
Sekolah Cita Buana, Jakarta	CBJC
International School, Suva	ISSC
Australian International School, Jakarta	JAIC
Coronation College, Lae	LAEC
Port Moresby International School	POMC

Outside Private Providers	Code
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**

## Government Schools Education Council

[www.gsec.act.edu.au](http://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 2009–2010.

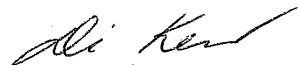
This report has been prepared under section 6(1) of the *Annual Reports (Government Agencies) Act 2004* and in accordance with the requirements referred to in the *Chief Minister's Annual Report Directors 2007-10*. The Annual Report of the Government Schools Education Council is annexed to the administrative report of the Chief Executive of the Department of Education and Training.

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 2009 to 30 June 2010 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.

Yours sincerely



Di Kerr  
Chair

# Government Schools Education Council Annual Report 2009-10

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 in 2009-10

The Council provided ongoing advice on the impact of the Australian Curriculum; National Assessment Program – Literacy and Numeracy (NAPLAN) and the *My School* website on ACT public education. This was achieved through:

- meetings of the Council Chair with the Minister and Chief Executive of the Department of Education and Training, particularly around the time of the launch of the *My School* website
- Council members participating in consultations about the Australian Curriculum held by the Australian Curriculum, Assessment and Reporting Authority (ACARA)
- Council members monitoring the achievement of ACT public schools as presented on the *My School* website and

discussing the data with Jayne Johnston, Executive Director School Improvement who attends Council meetings as the representative of the Chief Executive of the Department of Education and Training

- the Chair participating in the ACT's Curriculum Renewal Taskforce.

The Council maintained a strong interest in special education throughout 2009-10. This was reflected in Council making input to and monitoring the outcomes of the Review of Special Education and by seeking to ensure that the ACT makes a strong contribution to inclusion of special needs in the Australian Curriculum.

The Council provided government with a view concerning the level of investment in public education that needed to be made in the 2010-11 year so that public education regains its position as the schooling system of choice for the great majority of ACT families. Council's advice also focused on the implementation of the Australian Curriculum and the recommendations of the Review of Special Education.

The Council demonstrated its commitment to early childhood schools by carrying out an inspection of Narrabundah Early Childhood School and holding its meeting of 4 August 2009 on the premises. This meeting was attended by the Minister and the Chief Executive.

Every opportunity was taken by the Council to identify, celebrate and share in the achievements of public education in the ACT. As well as sending numerous letters of congratulation throughout the year, the Chair attended the Public Education Awards ceremony held on 28 May 2010.

## 2010-11 goals

- to monitor and provide advice to the Minister on the activities of ACARA and the Australian Institute of Teaching and School Leadership (AITSL) as they relate to public education, especially in regard to teacher professional standards and the development of the senior secondary curriculum in Phase 1 and the K-12 curriculum in Phases 2 and 3 of the Australian Curriculum
- to provide ongoing advice on the recommendations of the Review of Special Education and monitor their implementation
- continue to monitor the achievements of students in Government education in NAPLAN
- to monitor and provide advice on the strategies to enhance the achievements of Indigenous Australian students and staff in ACT public education
- to monitor the range of data generated by public education as part of the revised national reporting process for 2010
- to provide advice to the Minister and Chief Executive on the implementation of the Australian Curriculum in ACT public schools
- to maintain a close interest in the progress of early childhood schools
- to continue to seek input from Council membership constituencies concerning all matters pertaining to public schooling
- to continue to meet with the Non-government Schools Education Council.

## Council composition

The Council consists of the Chair, Chief Executive of the ACT Department of Education and Training, 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 Chief Executive 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 government 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**

Ms Kerr is the Chairperson of the Council, with 20 years teaching experience in ACT public schools, and 12 years at senior management level in the ACT and Western Australian Departments of Education. She also has extensive experience in curriculum development at the national, state and school level. Ms Kerr holds a Bachelor of Arts and Diploma of Education, and is a Fellow of the Australian College of Educators and the ACT representative 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 currently the acting principal at Macquarie Primary School and is an education member on the Council representing the Australian Education Union. She has worked in the ACT Department of Education and Training for 21 years as a teacher and in executive positions. Ms Cave holds a Bachelor of Education.

### **Ms Laura Darcy**

Ms Darcy is a student representative on the Council. During her time at college Ms Darcy was a member of the Student Representative Council. Ms Darcy has participated in parliamentary debates and the Australian National University college science program. Ms Darcy completed year 12 in 2009 at the Canberra College.

### **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 Jo Dixon**

Ms Dixon is a senior teacher in the Learning and Innovation Support Team in the Faculty of Business and Information Technology at the Canberra Institute of Technology. Ms Dixon represents the ACT Council of Parents & Citizens (P&C) Association as an education member on the Council. She is the President of P&C Council and a member of several of the Council's subcommittees. Ms Dixon has represented the P&C Council on the Assessment and Certification Committee of the Board of Senior Secondary Studies, the Curriculum Renewal Consultative Committee, the Australian School-based Apprenticeships working group and the Teacher Registration working group. Ms Dixon holds a Bachelor of Arts in Computing Studies, Post Graduate Diploma in Information Science and is currently studying towards a Master of Education (Honours).

**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 Jayne Johnston**

Ms Johnston commenced with the Department of Education and Training in April 2009. She is the Executive Director, School Improvement Division.

Ms Johnston represents the Chief Executive on the Council. Ms Johnston was previously the Director, 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 Christine Kallir Preece**

Ms Kallir Preece is an education member representing the ACT Council of Parents and Citizens. 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 and Early Childhood Intervention Australia. Ms Kallir Preece holds a Bachelor of Science and a Graduate Certificate in Management.

**Ms Clare Kim**

Ms Kim is a student representative on the Council. During her time at college Ms Kim was a member of the Student Representative Council as well as a member of the ACT College Representative Council. Ms Kim is an active member of the community helping

organise fundraising for charities and has participated in many forums to encourage youth leadership. Ms Kim completed year 12 in 2009 at the Melba Copland Secondary School.

**Ms Christine Pilgrim**

Ms Pilgrim is the 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 is 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. She currently works with ACARA.

**Mr Phil Rasmus**

Mr Rasmus is an education member of the Council representing the Australian Education Union. Mr Rasmus has over 30 years experience as a teacher and school leader. He is a member of the Australian Association of Mathematics Teachers and the ACT Executive Teachers Association. Mr Rasmus is the current president of the Australian Education Union, ACT Branch. He holds a Bachelor of Science (Hons) and a Graduate Diploma in Education. In May 2010, Mr Rasmus resigned from his position on the Government Schools Education Council.

**Mr Bob Ross**

Mr Ross is the Manager, Leadership Strategy in the Learning and Teaching Branch of the Department and is an education member on the Council representing principals. Prior to this he was 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.

### **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 is 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 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. Ms Thompson is a community member on the Council. Ms Thompson has a Bachelor of Arts in Adult Education, majoring in literary studies and a Masters in general education.

### **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 is a Master of Business Administration.

## **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 People is consulted on proposed appointments.

## Number of meetings

The Council met seven times between 1 July 2009 and 30 June 2010.

Members Name	Position/representing	Number of Meetings Eligible to Attend	Number of Meetings Attended
Ms Di Kerr	Chair	7	6
Ms Jill Burgess	Community member	7	6
Ms Wendy Cave	Education member Australian Education Union	7	4
Ms Laura Darcy	Education member ACT Public Schools Student Network	7	1
Ms Karen Dial	Education member School Board Chairs Network	7	4
Ms Jo Dixon	Education member ACT Council of P&C Associations	7	5
Ms Carolyn Harkness	Education member Canberra Preschool Society	7	6
Ms Jayne Johnston	Proxy for Chief Executive	7	4
Ms Christine Kallir Preece	Education member ACT Council of P&C Associations	7	5
Ms Clare Kim	Education member ACT Public Schools Student Network	7	3
Dr Kaye Price	Community member	7	3
Ms Christine Pilgrim	Deputy Chair Education member Secondary Principals' Association	7	3
Mr Phil Rasmus	Education member Australian Education Union	7	0
Mr Bob Ross	Education member ACT Primary Principals' Association	7	3
Ms Meegan Stuart	Community member	5	2
Ms Gillian Styles	Community member	7	5
Ms Paula Thompson	Community member	7	6
Dr Tiemin Wu	Community member	7	7

## 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 therefore Council 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 Department of Education and Training provides secretariat and advisory assistance to the Council. The Council may call on departmental 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

### 2010-11 Budget Recommendations

The Council was aware of the financial circumstances in framing the ACT Budget and the ongoing implications of the economic downturn. Council welcomed the Government's expressed intention to honour its election promises, particularly in relation to public schooling. Council expressed its appreciation of the incorporation of many of the Council's past suggestions.

Council advised that it believed there were three main areas where budget commitments needed to be made or sustained, even if these are in the out years.

### Education of students with disabilities and special needs

Council believed that a commitment needed to be signalled in the budget that the Government intended to implement the recommendations of the Report on the Review of Special Education, particularly in regard to students with special needs in public education.

### Implementation of the Australian curriculum

Council welcomed the Minister's comments that the ACT will be at the forefront in implementation but wished to point out that ACT teachers will need to be supported in two main areas – implementation of the science area in the primary years and implementation of history in both primary and secondary years. Council urged that a particular commitment to professional learning for teachers in these areas through 2011 be included in the budget.

## **Pastoral care in schools**

This has been a valued Government initiative and Council believes that further work needs to be done and budgetary commitments made in relation both student and teacher wellbeing.

## **Expert Working Group to examine National Professional Standards for Teachers**

Two Council members, Ms Jo Dixon and Ms Paula Thompson participated in this working group on 13 May 2010. This cross-sectoral expert working group was formed to examine the Standards in more detail and refine the responses from the workshops held to provide staff with the opportunity to engage in the consultation process.

### **For more information:**

Contact either the secretariat or the Chairperson for the Government School Education Council (GSEC):

GSEC Secretariat  
Ministerial and Commonwealth Relations  
ACT Department of Education and Training  
GPO Box 158  
CANBERRA ACT 2601  
Ph: 620 59444  
Email: detgovtrelations@act.gov.au

Ms Di Kerr  
Chairperson  
Government School Education Council  
c/- Ministerial and Strategic Relations  
ACT Department of Education and Training  
GPO Box 158  
CANBERRA ACT 2601  
Email: di.kerr@curriculum.edu.au



**Non-government Schools Education Council**

Narelle Hargreaves

Chair

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 *2009-10 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 Chief Executive of the Department 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 2009 to 30 June 2010 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

*Narelle Hargreaves*

Narelle Hargreaves OAM

Chairperson

10 June 2010

c/o Department of Education and Training  
220 Northbourne Ave, GPO Box 158, Canberra ACT 2601  
Ph: 6207 5111, Fax: 6205 9333

# Non-government Schools Education Council

## Annual Report 2009-10

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 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 2009-10 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 composition

#### **Ms Narelle Hargreaves OAM**

Ms Hargreaves is the Chair of the Council. Ms Hargreaves was awarded an Order of Australia Medal in 2008. Ms Hargreaves is an Adjunct Professional Associate with the University of Canberra, a member of the Australian Catholic University Canberra Pre-Service Teachers' Professional Experience Mentors, Chair of the ACT Children's Services Council, 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.

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 ACT Department of Education and Training. Ms Hargreaves has a Bachelor of Education, is a Fellow of the Australian College of Educators and a Fellow of 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 the Finance and Planning Division of the Catholic Education Office for 12 years. He is a contributing member of a number of committees including the Catholic Education Commission NSW Standing Committee on School Resources and ACT Block Grant Authority Priorities Committee and Finance Sub-committee. He was formerly a member of the Ministerial Advisory Committee on the ACT Interest Subsidy Scheme. Mr Barker has a Commerce (Accounting Procedures) Certificate and an Advanced Diploma in Management Accounting.

**Mr Peter Fullager**

Mr Fullager was appointed as an education member representing the Catholic Education Office in June 2009 for a period of three years. Mr Fullager is currently Principal of St Edmunds College Canberra. He holds a Masters of Educational Leadership and a Bachelor of Education and has 30 years experience as an educator in the non-government and public education sectors.

**Mr Mark Hogan**

Mr Hogan is an education member representing the Catholic Education Office and has been Deputy Director since 1994. During this period Mr Hogan served as Head of Education Services from 1994 to 1999 and then Head of Human Resources Division from 2000 to 2009. Mr Hogan holds a Graduate Diploma of Legal Studies, a Master of Education (Class II Division I Honours), Graduate Diploma of Education (Religious), Graduate Diploma in Educational Studies (Educational Leadership) and Bachelor of Education (Secondary Science), Certificate in School Counselling, NSW Teachers Certificate.

**Mr Jeremy Irvine**

Mr Irvine resigned his position as education member for the non-Catholic independent schools and Executive Director of the Association of Independent Schools of the ACT in March 2010. He has over 10 years experience as a public affairs consultant, political adviser and executive director of a national social services non-government organisation. Mr Irvine holds a Bachelor of Arts and is currently completing a Master of Arts (Organisational Communication) degree. He is a Member of the Australian Institute of Management, the Australian Institute of Company Directors and the Australian and New Zealand Communications Association. Mr Irvine is an ACT Chapter committee member of the Australian Society of Association

Executives, Director of the ACT Block Grant Authority and is on the Council of community music program Music for Everyone.

**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 a Fellow of the 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 the President of the Association of Parents and Friends of ACT Schools. Mr Maple has a Masters 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 the Edmund Rice Education Australia 2007. Ms Narracott has four children who have progressed through various non-government schools in the ACT. Ms Narracott has a Bachelor of Law, a Graduate Diploma, Legal

Practice and Legal Practice Certification and is admitted as barrister and solicitor in the ACT and NSW Supreme Courts.

### **Ms Lyn Renno**

Ms Renno was appointed as education member representing the nongovernment 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 also has 24 years of teaching experience in the non-government and public education sectors.

### **Dr Janet Smith**

Dr Smith is a community member and was Senior Lecturer, Teacher Education in the Faculty of Education, Division of Communication and 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, Diploma of Education (Secondary), 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.

### **Mr Andrew Wrigley**

Mr Wrigley was appointed as an education member for the non-Catholic independent schools and as 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 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 Masters of Education and a Bachelor of Education.

## **Criteria of membership**

Section 109 of the *Education Act 2004* requires the Minister to appoint the following Council members:

- 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.

## Procedures for the appointment of members

The *Education Act 2004* 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 eight times between 1 July 2009 and 30 June 2010.

### Role of council members and number of meetings attended

Member name	Role	Number
Ms Narelle Hargreaves OAM	Chairperson	8
Mr John Barker	Education member representing the Catholic Education Office	8
Mr Michael Bourne	Community member (resigned)	1
Mr Peter Fullager	Education member representing Catholic Education Office (resigned)	5
Mr Mark Hogan	Education member representing the Catholic Education Office	8
Mr Jeremy Irvine	Education member representing non-Catholic independent schools (resigned)	5
Dr William Maiden	Community member and Deputy Chairperson	8
Mr Tony Maple	Education member representing parent associations	8
Ms Michelle Narracott	Community member	1
Ms Lyn Renno	Education member representing non-government schools	5
Dr Janet Smith	Community member	4
Ms Meg van Beurden	Community member	6
Mr Andrew Wrigley	Education member representing non-Catholic independent schools	1

## Remuneration arrangements

Remuneration for the chairperson 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 Council does not prepare financial statements.

## Internal audit and risk management

The *Risk Management Plan* was reviewed by the Council and accepted by the Council at the meeting on 23 October 2008. The Risk Management Plan has continued to be monitored by the Council during the financial year 2009-10.

## Ethical standards

The *Education Act 2004* specified 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 Department of Education and Training provides secretariat and advisory assistance to the Council. The Council may call on departmental 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, Council has access to legal advice through the ACT Government Solicitor's Office.

## Council operations and achievements

The key issues for consideration by the Council in 2010 are as follows:

1. Strategic Directions
2. Special Education Review
3. National Partnerships

4. 2011-12 ACT Government Budget
5. My School – Australian Curriculum, Assessment and Reporting Authority national reporting website
6. National Curriculum
7. New funding model in offering – Australian Government funding – scrutiny and understanding to keep abreast of it.

## Minister's visit to Council

The Council appreciated Minister Barr's advice and contribution when he attended the July, 2009 meeting of the Council.

## Early Childhood schools in the ACT

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

## H1N1 Virus Pandemic 2009

At the June Council meeting, members expressed concern about the H1N1 Virus Pandemic's effect on schools and students. Council thanked the Association of Independent Schools and the Catholic Education Office for assistance in implementing appropriate procedures regarding this pandemic.

## Special Education Review

The Council welcomed the opportunity to contribute to the Special Education Review conducted by Dr Tony Shaddock. Of particular concern to the Council is the issue of funding for a student with a disability. Council is of the view that funding for a student with a disability from the Commonwealth and the ACT governments should be equal, regardless of the school or sector where the student with a disability is enrolled.

## **ACT Curriculum Renewal Taskforce**

Ms Hargreaves, as Chairperson of the Council and having been invited by the Minister for Education and Training, participates on the taskforce which was reconvened to support the ACT's input into the development of a national curriculum for kindergarten to year 12 in English, mathematics, the sciences and history.

## **Registration of new non-government schools**

The Council responded to requests from the Department of Education and Training for comments on the possible impact on existing ACT schools of the:

- proposed registration of additional educational levels at the Brindabella Christian College in Lyneham
- proposed registration of an additional campus at Harrison of Good Shepherd Primary School.

## **2010-11 Budget recommendations**

In September 2009, the Council responded to an invitation to participate in the Treasury Budget Consultation. A copy of the Council's submission was also provided to Minister Barr as Council's submission for the ACT Government 201011 Budget Process.

## **Council of Australian Governments**

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

## **Cross sectoral collaboration**

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

## **Strategic directions**

Council's key focus for 2009-10 has been deliberation regarding the development of Strategic Directions for Non-government School Education in the ACT. This position paper will be presented to Minister Barr for the Minister's consideration when he attends the September 2010 Council meeting.

A joint meeting of the Non-government Schools Education Council and the Government Schools Education Council (GSEC) is planned for July 2010. Discussions will be focused on the National Professional Standards for Teachers, which is in keeping with the *ACT Education Act* in which GSEC is required: "*To meet with the Non-government Schools Education Council to discuss matters of mutual interest;*" - Part 3.5 Division 3.5.1 section 55(c).

**For more information contact:**

Non-government Schools Education  
Council  
c/- Non-government Education  
Department of Education and Training  
PO Box 158  
CANBERRA ACT 2601

Secretariat to the Non-government Schools  
Education Council  
Telephone: 02 6205 9299  
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Ms Narelle Hargreaves OAM  
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