

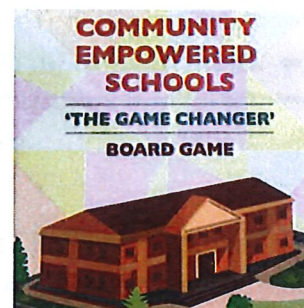
5.1 TASSO Annual Report to Members - 2018 to 2019

The Tasmanian Association of State School Organisations Inc. (TASSO) remains an active and recognisable peak parent body representing members of school communities throughout the state. TASSO is frequently contacted by State and Federal Governments and Oppositions, government departments, the media and community stakeholders, all seeking the input and collective voice of parents of students in government schools. Coupled with this, and most importantly, we have continued our work with school associations and parents/carers in providing information and support. All of which is reflected in the list of forums, workshops, meetings, external committees and the collected contact data, the voluntary Management Committee, with support from staff, have committed to in the past twelve months. Which they do because they believe and are passionate about public education and the important role of families in ensuring that Tasmanian students can participate in aspirational and inclusive education.

Community Empowered Schools (CES)

December 2018 saw the completion of work undertaken by TASSO in partnership with the Tasmanian Department of Education (DoE), known as Community Empowered Schools (CES) which had the goal of increasing the autonomy of schools in Tasmania.

An additional round of workshops was concluded in November 2018, which also incorporated the key elements of the new Education Act. "The Game Changer" board game was the distributed to all schools in Tasmania. Around 20% of the games were personally delivered to schools through additional workshops, our AGM and Conference and by direct contact by both the office and TASSO committee members with schools. The balance of games was mailed directly to all schools in late November, early December 2018.



Since the commencement of the CES project in 2015 we have learnt a lot by working with specific teams within DoE and have benefitted from the experience, as have the schools we work with. The workshops and interactions confirmed our belief that focused and tailored workshops would be very beneficial to members of school association committees in assisting them to fulfil their roles, functions and responsibilities. Of greater significance is that tailored workshops have the potential to eliminate burden, increase lifelong learning and aid wellbeing of committee members through belonging to a group which is inclusive, purpose driven and has positive benefits for so many.

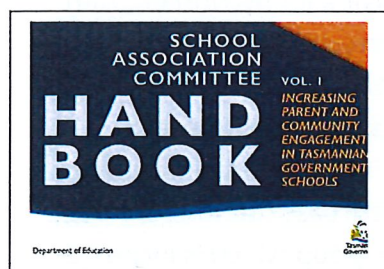
Education Act 2016

2018 – 2019 saw continued work on DoE policies and processes and TASSO's ongoing engagement with this process.

The DoE documents which TASSO has had continued involvement on with the DoE:

- School Community – An Introduction to Associations
- Intake Areas for Tasmanian Government Schools
- School Association Member Register Template
- School Association Meeting Procedures
- School Association Committee Officeholders
- Levies & Other Charges
- Parent Fact Sheet – Volunteers & Visitors
- School Association Guidelines for Procurement
- Parent Factsheet – School Uniforms in Tasmanian Government Schools
- School Association Committee Member Administration: Template & Form
- Draft Policy to Guide Co-location of Early Childhood Education & Care and Department of Education Services
- School Community – An Introduction to School Association Committees
- Registration to Work with Vulnerable People
- School Student Dress Code Policy, Process & Template
- Respectful Student Behaviour Policy, Process & Template
- Respectful Visitor and Volunteer Behaviour Policy, Process & Template
- School Levies Policy Letters
- School Financial Reporting to School Associations
- School Association Complete Toolkit
- School Associations Restricted Activity Requiring Approval
- Model School Student Dress Code
- Adaptation of School Association Complete Toolkit to the School Association Committee Handbook Vol. 1

In the first stages of CES program a series of documents known as “The Tool Kit” were created and rolled out in late 2015, early 2016. The implementation of Tasmania's new Education Act and subsequent Secretary's and Ministerial Instructions had meant much of the Tool Kit was now incorrect and required updating.



TASSO worked with the DoE's Project Officers from the Education Act Team, Debbie Schofield-Gavin and subsequently Trisha Reardon, and other leaders of units within DoE on updating and rationalising this suite of documents, to create “The School Association Handbook Volume 1”. In January 2019, this document went live on the DoE website and was rolled out to all schools through their principals. This handbook appears to have been well received and utilized by many school association committees, the ultimate hope is that Volume 2 or a compilation of the two volumes comes to fruition over the coming year.

Working with Stakeholders

TASSO has continued its long held tradition of building relationships and working in collaboration with likeminded groups, the fundamental aim being to better represent the voice of families of students in Tasmanian government schools and colleges and to keep abreast of current issues.

One of the ways we do this is by being financial members of:

- Volunteering Tasmanian
- Tasmanian Association of the Gifted
- Australian Council of State School Organisations (ACSSO)
- Families and Children Tasmania (FaCT)
- TasCOSS
- Tasmanian School Canteen Association
- Australian Research Alliance for Children & Youth (ARACY)
- Association of Children With Disabilities

We also stay informed and active in our role as the peak parent body representing parents and students in Tasmanian government schools by serving on several stakeholder committees, attending a variety of events and working with the Department of Education. This is reflected in the list below:

Date	Event	Occurrence
1.8.18	Lawyer - Constitution	1
2.8.18	DoE Toolkit/School Assoc. Committee Handbook Vol 1	5
31.8.18		
19.9.18		
17.10.18		
15.11.18		
6.8.18	Children Advice Referral Service (CARS) Roundtable	2
9.10.18		
11.12.18	NAPLAN Stakeholder Meeting	2
27.8.18		
24.9.18	University of Tas – Parent Engagement Project	1
14.8.19	Tas School Canteen Assoc Board Meeting	4
30.10.18		
4.12.18		
16.5.19		
22.8.18	TasCOSS Sector Development Network Meeting	2
22.11.18		
29.8.18	Early Years Initiatives Governance Meeting	1
3.9.18	ACSSO Member Reps Teleconference	4
29.4.19		
14.6.19		
26.8.19		
4.9.18	Volunteering Tas Symposium	1
6.9.18	NAPCAN Breakfast	1
6.9.18	DoE Secretary Tim Bullard	4

6.2.19		
20.3.19		
8.7.19		
17.9.18	CES & Education Workshop – Lindisfarne	3
24.9.18	Launceston	
15.10.18	Devonport	
21.9.18	Ministerial Inclusion Advisory Panel	4
21.11.18		
11.4.19		
26.6.19		
24.9.18	University of Tas – Family Engagement	1
6.10.18	ACSSO General Meeting, Sydney	1
9.10.18	DoE Tasmanian Chaplaincy Guidelines review	2
30.10.18		
23.10.18	Tasmanian School Canteens Association - AGM	1
16.10.18	Funding of Education Stakeholder meeting	1
20.10.18	All States & Territories Forum, Sydney	1
24.10.18	Minister Rockliff	2
24.7.19		
1.11.18	DoE Family Engagement Review & Consultation	1
9.11.18	Australian Council of Education & Research - Reporting to Parents Review, Adelaide	1
9.11.18	ACSSO Roundtable & AGM, Adelaide	1
19.11.18	DoE Years 11 & 12 Extension Reference Group	1
20.11.18	DoE State Budget Submission Briefing	1
26.11.18	Volunteering Tas. 2019 Volunteer of the Year Awards launch	1
26.11.18	DoE Get Involved – Community Workshop	1
29.11.18	Assoc of Children with Disability AGM	1
3.12.18	DoE School Associations Frequently Asked Questions Review	1
3.12.18	Tas Principals Association – School Assoc Committee Handbook Vol 1	1
5.12.18	MyState Student Film Festival	1
11.12.18	Tas. School Canteens Assoc – Board Meeting	1
12.12.18	Clarence HS Assoc – School Assoc Committee Handbook Vol 1	1
13.12.18	Move Well Eat Well Evaluators	1
29.1.19	Association Forums – Governance Workshop	1
26.2.19	Volunteering Tas Network Meeting	1
28.2.19	Josh Willie MLC Shadow Minister for Education & Early Years	1
5.3.19	DoE Child & Student Wellbeing Unit meeting	1
27.3.19	DoE Director of Learning Trudy Pearce	1
9.4.19	Assoc of Children with Disability – Positive Behaviours Workshop	1
10.4.19	Tas Principals Association President Sally Milbourne	1
18.4.19	Trisha Reardon DoE Project Officer - School Associations	1
22.5.19	Tas. Assessment, Standards & Certification – provisions meeting	1
23.5.19	State Budget Community Lock-up	1
23.5.19	State Budget DoE Briefing	1
23.5.19	State Budget TasCOSS Briefing	1
31.5.19	Learning Services - catchup	2
27.6.19		
9.4.19	School Association Committee meeting – North-West	2
17.6.19		
18.6.19	School Association Committee meeting - South	2
5.8.19		

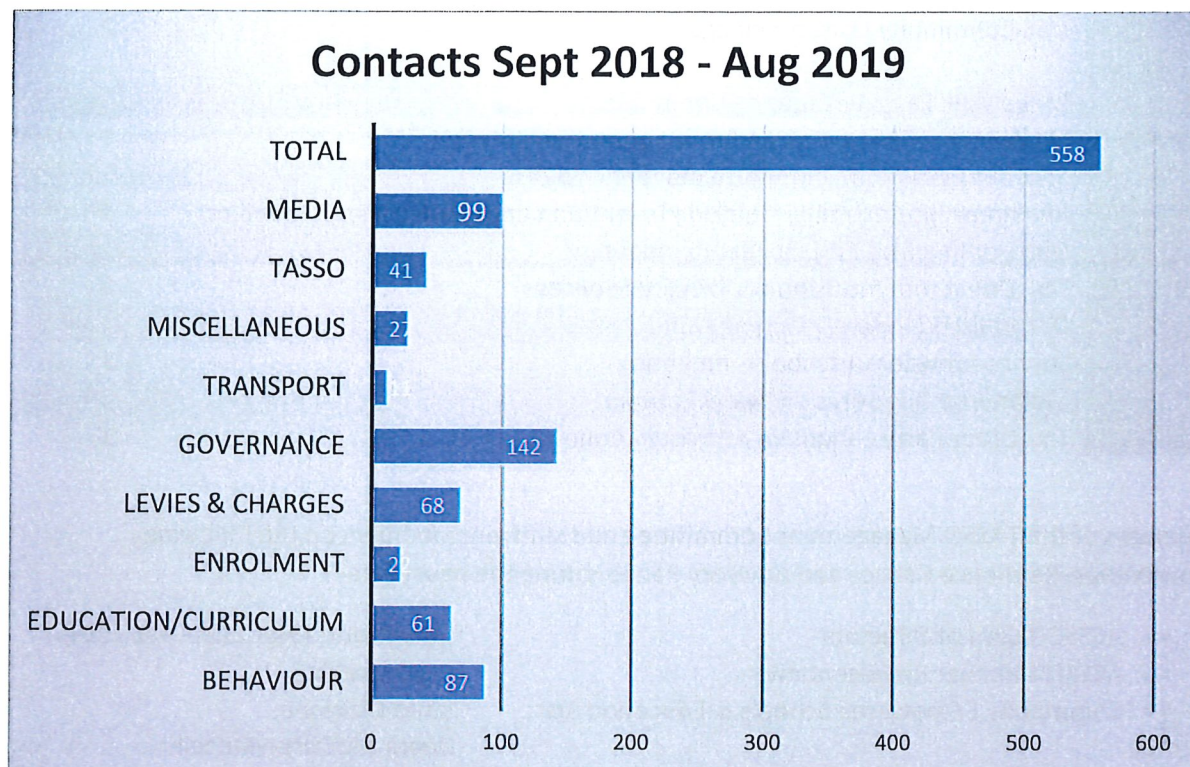
17.5.19	DoE Community Liaison Managers	2
18.6.19		
18.6.19	Move Well Eat Well Steering Committee	1
24.6.19	University of Tas Course Advisory Committee Meeting	1
24.6.19	School Association Committee meeting - North	1
27.6.19	Relationships Australia – Suicide Prevention Community Network Project	1
4.7.19	DoE Get Involved Project Team - meeting	1
12.7.19	DoE Director of Inclusion & Diversity Services	1
25.7.19	DoE Policy Review & Planning Unit	1
12.8.19	Service provider to schools - meeting	1
21.8.19	Melbourne Declaration Review Forum	1
28.8.19	Tas. Labor Party – Industry Advisory Council	1

Members of the TASSO Management Committee and staff were members on the following Committees, Reference Groups and Advisory Panels during the past year:

- ACSSO Board of Directors Gary Morse (Sept 2018 – Feb 2019)
- ACSSO Member Representative Lyn Spaulding
- Community Empowered Schools & Education Act Jared Dickason,
Debra McOrist-Mitchell
- DoE Selection Panel, High Schools extending to
Years 11 & 12 Wendy Timperon
- DoE Years 9 to 12 Curriculum Framework Chris Lynch
- Ministerial Inclusion Advisory Panel Nigel Jones
- Move Well Eat Well Petra Parker
- NAPLAN Stakeholders Debra McOrist-Mitchell,
Jared Dickason
- Tasmanian Schools Canteen Association Board Jared Dickason
- UTas Faculty of Education Course Advisory Committee Chris Lynch

Working with School Associations, their Committees and Families

An objective of the Tasmanian Association of State School Organisations is to provide support, guidance and information to individual and groups of parents, school association committees and their communities, it is the essence of everything we do. It is this work that is the most satisfying, especially when the result means there is a greater likelihood of a student or students receiving improved educational outcomes and the greater engagement of families with the school, their children and the delivery of these outcomes. This following graph depicts the number of phone and email contacts received by staff and volunteer Management Committee members for a 12 month period, grouped into specific topics, many of these 558 contacts require a minimum of 40 minutes each in the initial contact and generally result in follow up conversations, emails and correspondence with more than one party and may include several units of the DoE, school associations and supporting bodies until a positive and effective outcome is achieved.



Triennial Grant Submission

2019 saw us undertake another triennial grant submission to the State Government and Department of Education. TASSO receives a triennial grant and must reapply ever three years for on-going funding. The Management Committee wishes to acknowledge the work done by our Finance Subcommittee and particularly Jared Dickason, for the great work and presentation of the 2019-2022 submission. The presentation, detail and scenarios of the submission was dually noted by the Department and resulted in follow up conversations and meetings to discuss its content and look at how we would and could be funded moving forward.

In a recent meeting with Tim Bullard, Secretary, Department of Education we were advised that due to ongoing delays reviewing the processes around triennial grant submissions, the sign off on funding agreements would be for 12 months for organisations. Secretary Bullard informed us that further work on triennial funding agreements would be undertaken over the next 9 months.

One of the key recommendations in our triennial grant proposal was for additional funding of \$14,000.00 which would directly fund membership of all school associations with TASSO, thus removing the cost to associations. This allows TASSO as an organisation know when answering any enquiry by a member of a school association member, parent, carer or Department of Education employee we can do so knowing they are financial members of our association and more importantly they can contact us without concern that we will not assist because they are not affiliated with financial members. The practice of not listening and assisting non-members occurs in other states and territories.

Direct funding which permits membership of all school associations from DoE eliminates many hours of work for TASSO in sending out paperwork to all school associations on membership, the need for school associations to directly fund their membership and in many instances transferring of money from a school to DoE then to TASSO creates efficiency for all.

We have been advised this key recommendation has been presented by DoE to Minister Rockliff for inclusion in our funding agreement on going over and above our current funding with CPI.

Retirement of TASSO Management Committee Members

Like many not-for-profit organisations we only survive due to the tireless work and good graces of our voluntary Management Committee members. During the last twelve months we have had quite a change in the guard with many moving on. As an organisation reliant on volunteers it is appropriate that as a Committee acknowledgment is given in this Annual Report for their contribution to TASSO that much thanks be given to:

- Gary Morse
- Kerri Connors
- Wayne McOrist-Mitchell
- Phillip Spratt
- Emily Freeman
- Andy Vagg

It is important to further acknowledge the contribution of two of these former members who over many years represented TASSO in many senior roles and crucial decision making processes over their tenure.

Philip Spratt – joined TASSO in 2013 and continued to serve as a North-West Regional Delegate until 2018. During his tenure on the Management Committee Phillip became a Director to the Australian Council of State School Organisations (ACSSO) and their President, during which time he was actively involved with the restructuring of ACSSO which has seen it grow in strength as an organisation.

Gary Morse – who first joined TASSO in 2010 as a North-West Regional Delegate and has been on the Management Committee since. 2011 to 2013 Gary was the Junior Vice President, then in 2013 became Treasurer until 2016 at which time he took on the position of Secretary until returning to the role of Treasurer in 2017 until 2019. For nine years Gary was always first to put his hand up to undertake the extra work to ensure the success of TASSO into the future.

Goals for 2019-2020

Workshop Modules

As an extension of the CES and Education Act workshops we have been running over the last 2 years, the Management Committee through contact with our membership and education dept have identified a series of potential workshop modules we have begun to develop for delivery to our membership through individual one on one meeting with our school association membership and through our Regional Meeting.

Modules currently under development –

- AGM and Governance
- Working collaboratively with your child's school in constructing a Personalised Learning Plan (formerly known as Individual Learning Plan (ILP) and Individual Education Plan (IEP))
- Roles of the School Association Committee
- Development of the school Master Plan

TASSO Constitution & Instructions

It has become increasingly apparent, both in workability and legislatively, over the past five, or more years, that the TASSO Constitution requires updating to bring us in line with current needs and requirements for the changing nature of not-for-profit organisations. Over the past 12 months, Debra with the support of the Management Committee has put together a new draft constitution which is at the stage of review by law firm Hive Legal operating on a pro-bono basis for TASSO. This will ensure that the constitution moving forward can stand the test of time, is current to our members needs and meets the legislative requirements as determined by the Associations Act of Tasmania and the Australian Charities and Not-for-profits Commission (ACNC).

Over the next 4 months we hope to finalise the draft Constitution and be in a position to present it to the membership for ratification at a Special General Meeting.

It needs to be stated, if not for the hard work of Debra McOrist-Mitchell we would not be in this position, Debra has taken on this monumental task in addition to her current workload and developed a quality document.

Conclusion

The last twelve months has been a period of consolidation for the organisation:

- Stabilizing and expanding our current employment team to four key staff, giving us more traction on the ground and flexibility to meet the needs of our changing work environment;
- Completion of the Education Act 2016 roll out and Community Empowered Schools projects;
- Continuing growth of relationships with other key stakeholders in this sector;
- Commencement and development of a new constitution for TASSO; and
- Ongoing work in the space of Family Engagement and its positive impact on the education of students.

It has been encouraging to see more and more schools, principals, teachers, staff and parents engage with TASSO as an organisation and invite our prospective on a broad range of issues and topics concerning their school associations.

We believe with the direction we are taking with our skilled staff base, development of concise training modules, which can be delivered through multiple formats, and our ongoing work with other key stakeholders in the sector of education we are creating a platform for this organisation for the next 70 years of its journey.

Finally, the Management Committee would like to acknowledge the great work done by our workforce:

- Operations Manager, Debra McOrist-Mitchell
- Operation Assistant, Regina Williams
- Communications Assistant, Tom Preston
- Accounts Manager, Melissa Reid

We also need to acknowledge Morgan Read, who left the organisation in November 2018, we wish to thank Morgan for her hard and dedicated work for TASSO both as an employee and volunteer and wish her all the best with her ventures in Europe.

As a Committee we have observed over the past 12 months how on many occasions the staff go over and above to ensure the needs of our members and the Management Committee are met with full professionalism, empathy and in many cases with little lead-time.

Thank you!



Nigel Jones

TASSO President