



# Annual General Meeting

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Monday 16<sup>th</sup> May 2016

Hedley Beare Centre, 51 Fremantle Drive, Stirling ACT 2611

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## National Advisory Council Members 2015

<b>President</b>	Dennis Yarrington		
<b>Deputy President</b>	Phil Seymour		
<b>National Sector Presidents</b>	Gabrielle Leigh		AGPPA
	Dave Edwards	Mark Mowbray (2016)	ACPPA
	Deborah Dalwood		IPSHA
<b>State / Territory Assn Representatives</b>	Mandy Kalyvas		ACTPA
	Brad Gaynor		ACTCPPA
	Bev Galloway		IPSHA – ACT*
	Phil Seymour		NSWPPA
	Mark Mowbray		ACSP – NSW
	Graeme Feeney		IPSHA – NSW
	Pam Erfurt		ANTSEL
	Melanie Bolwell		NTCPA
	David Cannon		AISNT
	Michael Fay		QASSP
	Karen Pearce		QCPPA
	Trudy Moala		IPSHA – QLD
	Pam Kent		SAPPA
	Ros Oates		SACPPA
	Grant Bock		IPSHA – SA
	Brett Youd		TPA
	Elizabeth McDougall		CPAT
	Adrian Bosker	Jenny Manthey (2016)	IPSHA – TAS
	Anne-Maree Kliman		VPA
	Ellie McGinness		IEU – VIC/TAS
	Andrew Boyd	Brad Nelsen (2016)	IPSHA – VIC
Stephen Breen		WAPPA	
Mark de Kluyver	Pina Hutcheson (2016)	CPPA – WA	
Alex Cameron		IPSHA – WA	
Dyonne Anderson		NATSIPA*	
<b>Executive Officer</b>	Michael Nuttall		

\* (observer)

Full contact details for all members of the National Executive Council are available on the APPA website  
[www.appa.asn.au](http://www.appa.asn.au).

## Immediate Past President

**2011 – 2014**      Norm Hart      Queensland

## Life Members

<b>1994</b>	Neil Mason Ronald Sandeman Leslie Bishop Erroll Robinson Nigel Bentley Gary Rodgers	South Australia Australian Capital Territory Tasmania South Australia Tasmania Victoria
<b>1995</b>	John Willett Mike Berson Graham Cowell Frank Hennessy Barry McConville Gary McClean John Bugg Peter Radford Julie Biles	Western Australia Western Australia Western Australia Queensland New South Wales Victoria Victoria Tasmania Australian Capital Territory
<b>1996</b>	Paul Aldred Janet Purcell Richard Wyatt Marilyn Gilberston Peter Paul	Western Australia Western Australia Tasmania South Australia Victoria
<b>1997</b>	Tony Misich Leonie Drew Patrick (Jim) Smith Brian Pocock Geoffrey Gapper Tom Croker	Western Australia Western Australia Western Australia South Australia South Australia New South Wales
<b>1998</b>	Shane Baker Kathy Campbell David Bishop Maureen Stephenson Jenny Leeson	Western Australia New South Wales New South Wales New South Wales Australian Capital Territory
<b>1999</b>	Chris Cameron Ken Hedley Joan North	Australian Capital Territory Western Australia Victoria

<b>2000</b>	John Turner	Victoria
<b>2001</b>	Colleen Breheney	Tasmania
<b>2002</b>	Paul Cazzulino	Queensland
	Elizabeth Moroney	Australian Capital Territory
	Janice Szmal	Victoria
	Rosalie Ramsay	New South Wales
	Vicki Simmonds	Victoria
<b>2004</b>	Sean Gordon	Queensland
<b>2006</b>	Chris Robarts	Victoria
<b>2008</b>	Dr Roderick Crouch	Queensland
	Colin Pettit	Western Australia
<b>2009</b>	Patrick McGrath	Australian Capital Territory
	Anthony McGruther	Queensland
<b>2011</b>	Leonie Trimper	South Australia
	Janet Wilmot	Western Australia
<b>2012</b>	Tim Emery	Western Australia
<b>2014</b>	Geoff Scott	New South Wales
	Robert Hoff	South Australia
	Stephen Portlock	South Australia

### Primary Heroes

<b>2007</b>	Emeritus Professor Max Angus	Western Australia
	Harriet Olney	Western Australia

## 2016 AGM Agenda

1. Attendance
2. Apologies
3. Minutes of the 2015 Annual General Meeting
4. Financial Accounts for the Year Ended 31 December, 2015
5. Directors' Report and Declaration
6. Auditor's Report
7. Appointment of Auditor
8. Resolutions

## 2016 AGM Resolutions

THAT the minutes of the 2015 Annual General Meeting of the Company be accepted.

THAT the Financial Accounts of the Company for the Financial Year 1 January 2015 to 31 December 2015 be accepted.

THAT the Directors' Report and Declaration be approved and signed by a Director on behalf of the Board of Directors of the Company.

THAT the Report of the Auditor of the Company be accepted.

THAT Anthony Wilson, AccountAbility ACT Pty Ltd be appointed as Auditor for the forthcoming financial reporting year.

## Minutes of 2015 Annual General Meeting

Meeting opened at 9:30am on Wednesday 29 July 2015 at Novatel Sydney Central

### The following NAC members attended the AGM representing their Member Association:

Mandy Kalyvas	ACTPA
Brad Gaynor	ACTCPA
Phil Seymour	NSWPPA
Mark Mowbray	ACSP – NSW
Graeme Feeney	IPSHA – NSW
Pam Erfurt	ANTSEL
Melanie Bolwell	NTCPA
Michael Fay	QASSP
Karen Pearce	QCPPA
Ros Oates	SACPPA
Grant Bock	IPSHA – SA
Brett Youd	TPA
Elizabeth McDougall	CPAT
Adrian Bosker	IPSHA – TAS
Anne-Maree Kliman	VPA
Ellie McGinness	IEU VIC/TAS
Andrew Boyd	IPSHA – VIC
Mark de Kluyver	CPPA – WA
Gabrielle Leigh	AGPPA
David Edwards	ACPPA
Deb Dalwood	IPSHA
Dennis Yarrington	APPA
Michael Nuttall	Company Secretary
<b>Apologies (Proxies):</b>	
Alex Cameron (Thomas Quinlivan)	IPSHA – WA
David Cannon (Dennis Yarrington)	AISNT
Trudy Moala (Dennis Yarrington)	IPSHA – QLD
Pam Kent (Graeme Charlton)	SAPPA
Stephen Breen (Keryl Caird)	WAPPA

Dennis opened the meeting. He noted that this is the transition phase for APPA as a Company Limited by Guarantee. Next year will be our first AGM as a company. We will continue to acknowledge our life members in the AGM booklet.

### Minutes of 2014 AGM

**Resolution:** THAT the minutes of the 2014 Annual General Meeting of the Company be accepted.

**Moved: Grant Bock**

**Seconded: Graeme Feeney**

**Carried unanimously**

### Financial Accounts for the year ended 31 December 2014

Michael Nuttall advised that Anthony Wilson of AccountAbility Pty Ltd audited the statements. He highlighted the ongoing inclusion of the projects and that therefore these statements are very different to what the 2015 accounts will be with the projects concluding in 2014. The deficit is not too far off from the budgeted figure. The difference can be attributed to the president's salary and the consultants who worked on the company limited by guarantee.

Dennis noted that APPA is financially strong; however, if we don't do anything about our income our equity will continue to diminish.

**Resolution:** THAT the Financial Accounts of the Company for the Financial Year 1 January 2014 to 31 December 2014 be accepted.

**Moved: Brad Gaynor**

**Seconded: Karen Pearce**

**Carries unanimously**

### Directors' Report and Declaration

Dennis Yarrington advised that the Directors' report is a report from the board rather than from the President and that all other communications from Dennis will continue to be from 'the President'. The booklet will also be corrected so that it is the "Directors' Report".

**Resolution:** THAT the Directors' Report and Declaration be approved and signed by a Director on behalf of the Board of Directors of the Company.

**Moved: Michael Fay**

**Seconded: Elizabeth McDougall**

**Carried unanimously**



## Other Resolutions

### Auditor's Report

**Resolution:** THAT the Report of the Auditor of the Company be accepted.

**Moved: Graeme Feeney**

**Seconded: Pam Erfurt**

**Carried unanimously**

### Appointment of Auditor

**Resolution:** THAT Anthony Wilson, AccountAbility ACT Pty Ltd be appointed as Auditor for the forthcoming financial reporting year.

**Moved: Phil Seymour**

**Seconded: Mandy Kalyvas**

**Carried unanimously**

### Special Resolution – Constitutional Change

**Resolution:** THAT the Schedule of Transitional Arrangements detailed in the Australian Primary Principals Association Limited Constitution as adopted at the APPA AGM held on 21 October 2014 be removed from the Constitution.

**Moved: Michael Fay**

**Seconded: Andrew Boyd**

**Carried unanimously**

## Financial Accounts (Year Ending 31<sup>st</sup> December 2015)

**AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED**  
**(A company limited by guarantee)**  
**ACN 604 485 332**

**FINANCIAL REPORT**  
**FOR THE YEAR ENDED**  
**31 DECEMBER 2015**

## DIRECTORS REPORT

Your directors present this report on the company for the financial year ended 31 December 2015.

### Directors

The names of each person who was a director at 31 December 2015 were:

Dennis Yarrington (Chair)  
Phil Seymour  
Gabrielle Leigh  
Deborah Dalwood  
Stephen Breen  
Bradley Gaynor  
Graeme Feeney  
David Edwards.

Directors have been in office since the start the date of incorporation to the date of this report unless otherwise stated.

### Company Secretary

The following person held the position of company secretary at the end of the financial year:

Michael Nuttall – Executive Officer of the Australian Primary Principals Association.

### Objective

The Object of the company is to support and advocate for primary school principals, the education and wellbeing of primary school students and the work of primary school communities across Australia.

In pursuit of the Object, the company will:

- promote the profession of primary school leadership;
- promote the professional development of primary school principals;
- represent State and Territory primary school principal associations and their members at a national level;
- promote continuous development in primary education;
- create means by which the collective experience and expertise of principals may be used as an educational resource;
- provide forums for exchange and discussion of ideas with a particular focus on school leadership; and
- liaise with other organisations whose views and activities affect the development and standing of primary schools.

No significant changes in the nature of the company's objective occurred during the financial year.

### Operating Results

The deficit of the company for the year amounted to \$258,861 (2014: deficit \$152,348).

### Review of Operations and Significant Changes in State of Affairs

During the year Australian Primary Principals Association converted from an incorporated association to a company limited by guarantee. This financial report represents the first under the new structure.

A review of operations of the company during the financial year indicated that there have been no significant changes in the company's state of affairs during the financial year.

### After Balance Date Events

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the company, the results of those operations, or the state of affairs of the company in future financial years.

### Future Developments

The entity expects to maintain the present status and level of operations and hence there are no likely developments in the company's operations.

### Environmental Issues

The company's operations are not regulated by any significant environmental regulation under a law of the Commonwealth or of a state or territory.

### Information on Directors

Name	Qualifications	Occupation
Dennis Yarrington (Chair)	DipT BEd MSPed MEdL GAICD	President, APPA
Deborah Dalwood	DipT GradCertProfPractice MEdLeadership GAICD MACE	President, IPSHA Principal, St Andrew's School SA

Name	Qualifications	Occupation
Bradley Gaynor	DipT GradDipEd BEd GradCertEdLaw MEd	Principal, St Clare of Assisi Primary School ACT
Graeme Feeney	DipT BEd MEd	Head of Primary, Scone Grammar School NSW
Gabrielle Leigh	DipT BEd BA	President, AGPPA President, VPA
Phil Seymour	DipT GradDipEdStud MEd	Deputy President, APPA Deputy President, NSWPPA Principal, Hayes Park Public School NSW
Stephen Breen	BEd GradDipProfAcct GradDipCompEd	President, WAPPA
David Edwards	DipT GradCertEdCounselling MCathEd	President, ACPPA Principal, Our Lady of Mt Carmel Parish School SA

### Meetings of Directors

During the financial year, 5 meetings of **directors** were held. Attendees by each **director** were as follows:

Directors' Meetings		
	Number eligible to attend	Number attended
Dennis Yarrington (Chair)	5	5
Deborah Dalwood	5	4
Bradley Gaynor	5	5
Graeme Feeney	5	5
Gabrielle Leigh	5	5
Phil Seymour	5	3
Stephen Breen	5	5
David Edwards	5	5
Michael Nuttall (in capacity as Company Secretary)	5	5

### **Dividends Paid or Recommended and Options**

In accordance with the company's Constitution, the company is limited by guarantee and accordingly no shares or options have been issued.

### **Indemnifying Officers or Auditor**

During the year, a premium was paid for Director's and Officers' liability insurance policy. The company has not otherwise, during or since the end of the year, indemnified any Director or Officer.

### **Proceedings on Behalf of the company**

No person has applied for leave of Court to bring proceedings on behalf of the company or intervene in any proceedings to which the company is a party for the purpose of taking responsibility on behalf of the company for all or any of those proceedings.

The company was not a party to any such proceedings during the year.

### **Auditor's Independence Declaration**

The lead auditor's independence declaration for the year ended 31 December 2015 has been received and can be found on page 5 of the Financial Report.

Signed in accordance with a resolution of the Board of Directors:

Director :



.....  
Dennis Yarrington (Chair)

Dated this 13th day of May 2016.



**CANBERRA SYDNEY GOLD COAST**

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**AUDITORS' INDEPENDENCE DECLARATION UNDER SECTION 307C OF THE *CORPORATIONS ACT 2001* TO THE DIRECTORS OF THE AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED**

I declare that, to the best of my knowledge and belief, during the year ended 31 December 2015 there have been:

- (a) no contraventions of the auditors' independence requirements as set out in the *Australian Charities and Not-for-profits Commission Act 2012* in relation to the audit, and
- (b) no contraventions of any applicable code of professional conduct in relation to the audit.

**AccountAbility**

**Anthony Wilson**  
**Registered Company Auditor**  
**Canberra, ACT**  
**13 May 2016**

**STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED  
31 DECEMBER 2015**

	NOTE	2015 \$	2014 \$
Revenue			
Sponsorship		161,500	160,000
Projects		10,000	324,028
Membership		235,060	219,484
Other income	2	142,670	162,019
<b>Total revenue</b>		<b>549,230</b>	<b>865,531</b>
 Expenses			
Projects and research		(149,894)	(166,175)
Office expenses	3	(96,442)	(242,550)
Meeting expenses		(280,275)	(294,000)
Employee Expenses		(282,481)	(315,155)
		<u>(809,091)</u>	<u>(1,017,879)</u>
 Loss for the year		<u>(259,861)</u>	<u>(152,348)</u>

The accompanying notes form part of these financial statements



**STATEMENT OF FINANCIAL POSITION  
AS AT 31 DECEMBER 2015**

	NOTE	2015 \$	2014 \$
<b>ASSETS</b>			
CURRENT ASSETS			
Cash and cash equivalents	4	623,628	937,551
Trade and other receivables	5	55,505	100,946
Other assets	6	88,066	24,914
TOTAL CURRENT ASSETS		767,198	1,063,411
NON-CURRENT ASSETS			
Property, plant and equipment	7	5,671	944
TOTAL NON-CURRENT ASSETS		5,671	944
TOTAL ASSETS		772,869	1,064,355
<b>LIABILITIES</b>			
CURRENT LIABILITIES			
Trade and other payables	8	81,493	122,959
Provisions		5,000	650
TOTAL CURRENT LIABILITIES		86,493	123,609
NON-CURRENT LIABILITIES			
Provisions	9	111,361	105,870
TOTAL NON-CURRENT LIABILITIES		111,361	105,870
TOTAL LIABILITIES		197,854	229,479
<b>NET ASSETS</b>		<b>575,015</b>	<b>834,876</b>
<b>EQUITY</b>			
Retained earnings		575,015	893,953
<b>TOTAL EQUITY</b>		<b>575,015</b>	<b>834,876</b>

The accompanying notes form part of these financial statements

**STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 31 DECEMBER 2015**

	Retained Earnings \$	Total \$
<b>Balance at 1 January 2014</b>	987,223	987,223
Loss attributable to members	(152,348)	(152,348)
<b>Balance at 31 December 2014</b>	834,876	834,876
loss attributable to members	(259,861)	(259,861)
<b>Balance at 31 December 2015</b>	<u>575,015</u>	<u>575,015</u>

The Statement of Changes in Equity reflects the transfer of accumulated funds from the Incorporated Association to the Company Limited by Guarantee which occurred during the 2015 year.

The accompanying notes form part of these financial statements

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 DECEMBER 2015**

	NOTE	2015 \$	2014 \$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>			
Grants		10,000	314,937
Sponsorship		152,500	160,000
National Conference		-	(18,963)
Receipts from others		205,062	402,554
Receipts from affiliate members		235,060	219,484
Payments to suppliers and employees		(921,081)	(829,761)
Interest received		11,012	17,614
		<u>          </u>	<u>          </u>
Net cash generated/(used in) from operating activities	10	(307,447)	(311,101)
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Purchase of property, plant and equipment		(6,476)	-
		<u>          </u>	<u>          </u>
Net cash generated/(used in) from investing activities		(6,476)	-
<i>Net increase/(decrease) in cash held</i>		(313,923)	(311,101)
<b>Cash at beginning of the financial year</b>		937,551	1,248,652
<b>Cash at end of the financial year</b>	4	<u>623,628</u>	<u>937,551</u>

The accompanying notes form part of these financial statements

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

### NOTE 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The financial report is for the Australian Primary Principals Association Limited (the entity) as an individual entity, incorporated and domiciled in Australia. The entity is a company limited by guarantee.

#### **Basis of Preparation**

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards-Reduced Disclosure Requirements, Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the *Australian Charities and Not-for-profits Commission Act 2012*.

Australian Accounting Standards-Reduced Disclosure Requirements set out accounting policies that the AASB has concluded would result in a financial report containing relevant and reliable information about transactions, events and conditions to which they apply. Compliance with Australian Accounting Standards-Reduced Disclosure Requirements ensures that the financial statements and notes also comply with International Financial Reporting Standards. Material accounting policies adopted in the preparation of this financial report are presented below. They have been consistently applied unless otherwise stated.

The financial report has been prepared on an accruals basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

#### **Accounting Policies**

##### **(a) Income Tax**

In assessing its income tax liability, the entity applies the principles of mutuality to its intangibles and other revenues and expenses. Revenue in the form of member receipts represents mutual income and is not subject to income tax. Expenses associated with such mutual activities are not tax deductible for income tax purposes. All other receipts and payments are classified for income tax purposes in accordance with income tax legislation.

##### **(b) Employee Benefits**

Provision is made for the company's liability for employee benefits arising from services rendered by employees to the Reporting date. Employee benefits expected to be settled within one year together with benefits arising from wages, salaries and annual leave which may be settled after one year, have been measured at the amounts expected to be paid when the liability is settled. Other employee benefits payable later than one year have been measured at the net present value.

Contributions are made by the company to an employee superannuation fund and are charged as expenses when incurred.

##### **(c) Provisions**

Provisions are recognised when the company has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2015**

**NOTE 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(d) Plant and Equipment**

Each class of plant and equipment is carried at cost or fair values as indicated, less, where applicable, any accumulated depreciation and impairment losses.

**Plant and Equipment**

Plant and equipment are measured on the cost basis less depreciation and impairment losses. The carrying amount of plant and equipment is reviewed annually by Directors to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets employment and subsequent disposal. The expected net cash flows have been discounted to present values in determining recoverable amounts.

Plant and equipment that have been contributed at no cost, or for nominal cost are valued at the fair value of the asset at the date it is acquired.

**Depreciation**

The depreciable amount of all fixed assets is depreciated on a prime cost basis over the asset's useful life to the company, commencing from the time the asset is held ready for use.

The depreciation rates used for each class of depreciable assets are:

<b>Class of Fixed Asset</b>	<b>Depreciation Rate</b>
-----------------------------	--------------------------

Computer equipment including intangibles	33.3% - 50%
--	-------------

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date.

Asset classes carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains or losses are included in the income statement. When revalued assets are sold, amounts included in the revaluation reserve relating to that asset are transferred to retained earnings.

**(e) Financial Instruments**

*Initial Recognition and Measurement*

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the company commits itself to either purchase or sell the asset (ie trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transactions costs except where the instrument is classified 'at fair value through profit or loss' in which case transaction costs are expensed to profit or loss immediately.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2015**

**NOTE 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(f) Financial Instruments (continued)**

*Classification and subsequent measurement*

Finance instruments are subsequently measured at either fair value, amortised cost using the effective interest rate method or cost. *Fair value* represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

*Amortised cost* is calculated as:

- i. the amount at which the financial asset or financial liability is measured at initial recognition;
- ii. less principal repayments;
- iii. plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the *effective interest method*; and
- iv. less any reduction for impairment.

The *effective interest method* is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

(i) *Financial assets at fair value through profit or loss*

Financial assets are classified at 'fair value through profit or loss' when they are held for trading for the purpose of short-term profit taking, or where they are derivatives not held for hedging purposes, or when they are designated as such to avoid an accounting mismatch or to enable performance evaluation where a group of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in carrying value being included in profit or loss.

(ii) *Loans and receivables*

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost.

(iii) *Held-to-maturity investments*

Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is the entity's intention to hold these investments to maturity.

(iv) *Available-for-sale financial assets*

Available-for-sale financial assets are non-derivative financial assets that are either not capable of being classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2015**

**NOTE 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)  
(e) Financial Instruments (Continued)**

*(v) Financial liabilities*

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

**Fair Value**

Fair value is determined based on current bid prices for all quoted investments. Valuation techniques are applied to determine the fair value for all unlisted securities, including recent arm's length transactions, reference to similar instruments and option pricing models.

**Impairment**

At each reporting date, the entity assesses whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether an impairment has arisen. Impairment losses are recognised in the Statement of Comprehensive Income.

**Derecognition**

Financial assets are derecognised where the contractual rights to receipt of cash flows expires or the asset is transferred to another party whereby the entity no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised where the related obligations are either discharged or cancelled or where they have expired. The difference between the carrying value of the financial liability, which is extinguished or transferred to another party and the fair value of consideration paid, including the transfer of noncash assets or liabilities assumed, is recognised in the Statement of Comprehensive Income.

**(e) Impairment of Assets**

At each reporting date, the company reviews the carrying values of its tangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the Statement of Comprehensive Income.

Where future economic benefits of the asset are not primarily dependent upon the asset's ability to generate net cash inflows and when the entity would, if deprived of the asset, replace its remaining future economic benefits, value in use is depreciated replacement cost of an asset.

Where it is not possible to estimate the recoverable amount of an asset class, the company estimates the recoverable amount of the cash-generating unit to which the class of asset belongs.

**(f) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short term highly liquid investments with original maturities of three months or less, and bank overdrafts.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2015**

**NOTE 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(g) Revenue**

Revenue from the sale of goods is recognised upon the delivery of goods to customers. Interest revenue is recognised utilising the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument. Revenue from the rendering of a service is recognised upon the delivery of the service to the customers. All revenue is stated net of the amount of goods and services tax (GST).

**(h) Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense. Receivables and payables in the Statement of Financial Position are shown inclusive of GST. Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

**(i) Comparative Figures**

When required by Accounting Standards, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

**(j) Critical Accounting Estimates and Judgements**

The Directors evaluate estimates and judgements incorporated in to the financial report based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the company.

*Key estimates – Impairment*

The company assesses impairment at each reporting date by evaluating conditions specific to the company that may lead to impairment of assets. Where an impairment trigger exists, the recoverable amount of the asset is determined. Fair value less costs to sell or current replacement cost calculations performed in assessing recoverable amounts incorporate a number of key estimates.



**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2015**

	NOTE	2015 \$	2014 \$
<b>NOTE 2. REVENUE</b>			
Operating activities			
Conference revenue		42,369	-
Other revenue		89,289	144,405
		131,658	144,405
Interest revenue		11,012	17,614
Total revenue		142,670	162,019
<b>NOTE 3. SURPLUS</b>			
<b>Expenses</b>			
Depreciation of non-current assets - plant and equipment		1,750	5,327
<b>NOTE 4. CASH AND CASH EQUIVALENTS</b>			
CURRENT			
Cash at bank and term deposits		623,628	937,551
		623,628	937,551
<b>NOTE 5. TRADE AND OTHER RECEIVABLES</b>			
Trade receivables		19,640	72,067
Receivables from the ATO		35,865	28,878
		55,505	100,946
<b>NOTE 6. OTHER CURRENT ASSETS</b>			
Prepaid expenses and other amounts receivable		88,066	24,914
		88,066	24,914

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2015**

	2015 \$	2014 \$
<b>NOTE 7. PROPERTY PLANT AND EQUIPMENT</b>		
PLANT AND EQUIPMENT		
Plant and Equipment – at cost	20,933	20,876
Less accumulated Depreciation	(20,933)	(19,932)
Total Plant and Equipment	-	944
INTANGIBLES		
Intangibles – at cost	6,420	-
Less accumulated Amortisations	(750)	-
Total Intangibles	5,671	-
Total Property, plant & equipment	5,671	944
<b>NOTE 8. TRADE AND OTHER PAYABLES</b>		
CURRENT		
Trade creditors and accruals	76,447	63,279
Payroll liabilities	(1,141)	46,694
Sundry payables	6,186	12,986
	81,493	122,959
<b>NOTE 9. PROVISIONS</b>		
<b>Analysis of total provision</b>		
<b>Provision for Long Service Leave</b>		
Opening balance as at 1/1/2015	105,870	-
Additional provision raised during the year	5,491	105,870
Amount used	-	-
Balance as at 31/12/2015	111,361	105,870
Current	-	-
Non-Current	111,361	105,870
	111,361	105,870

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2015**

	2015 \$	2014 \$
<b>NOTE 10. CASH FLOW RECONCILIATION</b>		
<i>Surplus/(deficit) for the year</i>	(259,861)	(152,347)
<i>Non-cash items</i>		
Depreciation	1,750	5,327
<i>Movement in assets and liabilities</i>		
Receivables	64,404	(31,933)
Other assets	(82,115)	(423)
Trade and other payables	(34,667)	51,225
Sundry payables	(6,799)	35,650
Unearned income	-	(314,937)
Provisions	9,841	96,339
	<u>(307,447)</u>	<u>(311,100)</u>

**NOTE 11. MEMBERS' GUARANTEE**

The company is incorporated under the *Australian Charities and Not-for-profits Commission Act 2012* and is a company limited by guarantee. If the company is wound up, the Constitution states that each member is required to contribute a maximum of \$2 each towards meeting any outstanding obligations of the company. At 31 December 2015 the number of members was 26.

**NOTE 12. EVENTS AFTER THE BALANCE DATE**

There have been no events subsequent to the reporting date which require disclosure in the financial statements.

**NOTE 13. CONTINGENT ASSETS AND LIABILITIES**

There are no contingent liabilities or assets as at 31 December 2015 which require disclosure in the financial statements.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

### NOTE 14. RELATED PARTY TRANSACTIONS

During the financial year the Directors did not receive any benefits other than reimbursement of travel expenses.

### NOTE 15. COMPANY DETAILS

The registered office and principal place of business of this company is:  
APPA National Office,  
Hedley Beare Centre for Teaching and  
Learning,  
51 Fremantle Drive,  
Stirling ACT 2611.

## DIRECTORS' DECLARATION

The Directors of the company declare that:

1. The financial statements and notes, as set out on pages 6 to 18, are in accordance with the *Australian Charities and Not-for-profits Commission Act 2012* and:
  - (a) comply with Accounting Standards and the *Australian Charities and Not-for-profits Commission Regulations 2013*; and
  - (b) give a true and fair view of the financial position as at 31 December 2015 and of the performance for the year ended on that date of the company.
2. In the Directors' opinion there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Directors and is signed for and on behalf of the Board by:



Director : .....  
Dennis Yarrington (Chair)

Dated this 13th day of May 2016.

## Directors' Report

The preceding 12 months have seen APPA continue to implement the move to a governance structure as a company. The National Advisory Council (NAC), which comprises of a nominee from each state and territory member association, the national sector association presidents, APPA president and deputy president, is the mechanism through which APPA develops its policy positions on changes that impact primary education. The APPA Board includes elected representatives from the NAC; one representative from each national sector association, national sector association presidents, APPA president and deputy president. APPA's Executive Officer also acts as Company Secretary. The Board has identified key governance practices that need to be addressed, including diversity of members, tenure and succession planning for board members.

APPA's national conference was held in Hobart and the Board acknowledges the tremendous work done by the Tasmanian Committee in presenting a very successful event. The 2016 Conference will be held in Auckland, as part of the Trans-Tasman Principals Conference. We are joining with the New Zealand Principals' Federation to present this event. In 2017, Queensland will host the APPA National Conference. It will be held in Brisbane on 12-15 September. The theme is *Agility, Creativity, Legacy*.

As the national voice for all primary school principals, with the aim of providing the best possible education for Australian primary school students, APPA seeks to contribute, lead and influence the educational agenda through constructive and direct involvement. APPA's core business is to be:

- A viable, independent and credible national body working for and on behalf of primary school leaders;
- An association which encourages authentic professional learning and growth; and,
- An effective and determined advocate for all primary school principals and primary education across Australia.

### Strategic Plan and Critical Drivers for 2015 – 2016

The APPA NAC and Board have developed a strategic plan and identified influencing and shaping government policy as a means to shape the educational agenda. In response to this, APPA has:

- Provided feedback in relation to the Government's Students First Policy;
- Held regular meetings with the Minister and/or his advisors, as well as with other government politicians;
- Supported State and Territory Associations, with position papers for meetings with their Education Ministers;
- Monitored the work of the Education Council through briefings from the Minister's office;

- Developed an APPA position paper about issues impacting schools, school principals and school communities;
- Shared APPA's key areas of concern with the Minister and the Department of Education;
- APPA NAC meeting hosted the Minister for Education, Simon Birmingham, and the Shadow Minister for Education, Kate Ellis.

As part of this report a number of actions have been completed and will be highlighted under each of the critical drivers.

#### 1. Promote the Development of Quality Contemporary Teaching and Learning

- APPA has continued to monitor the development and implementation of the Australian Curriculum. This included advocating APPA's position that the achievement standards should drive curriculum decision making at a school level. APPA has held regular meetings with ACARA regarding NAPLAN Online to present feedback from principals. APPA has also developed a position against the move to have Year 3 NAPLAN Writing as an online option.
- APPA has continued to promote PALL and PALLIC as high quality resources and established a website making the resources more accessible.
- APPA has continued to follow-up on the Government's response and recommendations regarding initial teacher education. APPA held a national forum on teacher education at the conference in Hobart. The forum developed the *Top Ten Elements of Teacher Education* document that is now being used by principal associations in discussions with teacher education providers.
- APPA president is a member of the AITSL Expert Leadership Committee.

#### 2. Increase the Resourcing for Primary Schooling

- APPA continues to be a strong advocate on all platforms regarding funding continuity for universal access for preschool children.
- APPA has continued to support funding processes that require realistic accountability (acquittal) practices and increased flexibility for schools. APPA's position is that funding to primary schools should be based on need and transparency.
- APPA has provided advice to the government on the future funding of schools through a pre-budget submission.

#### 3. Promote the Profession of Teaching and School Leadership

- APPA has developed a proposal for a national aspiring principal's preparation program. This is called the APPA Next Generation Leadership Course. This program incorporates the AITSL Leadership Tools and Principal Standard. One component is

the Leaders Shadowing Leaders program. This program will be launched at the Trans-Tasman Conference.

- APPA is continuing to advocate for resources that support principal health and wellbeing. APPA has approached Principals Australia Institute to look at a leadership program.
- APPA will be a member of the reference committee for the Maths by Inquiry research and professional learning project. APPA is also working with the Chief Scientist on strategies to improve outcomes in science, engineering, technology and maths (STEM). A proposal to develop a Principals as STEM Leaders package is included in the STEM initiative released by the Office of Chief Scientist. APPA is partner with the Australian Science Teachers Association in developing and presenting a primary science coaching course.
- APPA held a successful parliamentary friends event in association with the President of the Senate and Speaker of the House of Representatives. APPA was acknowledged as a very credible organisation which was held in high regard by the government.

#### 4. Advocate for Equity in Education

- APPA provided a written and verbal response to the Royal Commission into Institutional Responses to Child Sexual Abuse.
- APPA provided a written response to the parliamentary Inquiry into educational opportunities for Aboriginal and Torres Strait Islander Students.
- APPA has continued to work on a Reconciliation Action Plan (RAP).
- APPA president is a member of the principals' advisory board for the Smith Family to provide advice on working effectively with primary schools.

#### 5. Exploring the Impact of High Stakes Testing on Student Wellbeing

- APPA has continued to advocate to the Minister and media for the removal of the My School website. We also campaigned to move the discussion from school performance to student achievement. APPA saw small success in some states as media outlets moved away from reporting school 'league' tables and school performance.
- APPA has developed a position paper related to NAPLAN Online testing. This will continue to be a major focus for APPA in the year ahead.

### On the Horizon

APPA's work will continue to be led by the NAC and the leadership of our state and territory council members. The agenda over the next 12 months will require APPA to respond to a number of items including the Australian federal election, AITSL's work on teacher education and school leadership, NAPLAN Online, Australian Curriculum implementation,



school funding by the Commonwealth, Government responsibility for education, principal preparation and professional learning. The Board and NAC will complete the APPA Business Plan with a view to have long term measures to support the ongoing financial viability of APPA and the independent funding of the President's position.

The directors wish to acknowledge the work of Michael Nuttall, Executive Officer. Michael has been tireless in supporting the work of the Board and NAC, and continuing the transition of APPA to a company structure. We welcomed Ms Phyllie Behm as the new Executive Assistant. Phyllie has provided excellent service to APPA to ensure the organisation for Board and NAC meetings has been smooth and members have received papers and correspondence in a timely manner.

**Dennis Yarrington, APPA President, on behalf of the APPA Board**

**2016 APPA Board:**

Dennis Yarrington (Chair)

Phil Seymour

Gabrielle Leigh

Deb Dalwood

Mark Mowbray (replaced David Edwards on 3 February 2015)

Steve Breen

Brad Gaynor

Graeme Feeney

## AGPPA President's Report

The AGPPA core focus is to provide a unified and authoritative voice to promote and advocate for public primary principals and schools. Our dedicated Executive, with two members from each jurisdiction, represents over 5,300 government primary principals from around Australia and meet once a term to discuss national matters. The meeting is divided into Operational, Professional Learning and Strategic Issues. An important part of the agenda is the 'State of Nation' where implementation of key areas of education can be compared. This rigorous process highlights both the similarities and the differences in trying to work together to produce a national perspective.

In 2016 the AGPPA **Strategic Plan** focuses on five key areas:

1. Primary Resourcing: Gonski Funding Years 5 & 6
2. Leadership Induction and Capability
3. Principal Wellbeing
4. Primary/Secondary Funding Imbalance
5. Supporting Public Education

### **Advocacy:**

AGPPA will continue to advocate for public education by raising awareness in the broader community to highlight issues that affect leaders and schools across Australia. The following press releases have been circulated to support this focus:

- Australian Government Primary Principals Campaign for Public Education (March 2016)
- Australian Government Primary Principals Support Labor's Education Funding Commitment (Jan 2016)
- Australian Government Primary School Principals Back Public Education Paper (Nov. 2015)
- Quality of Primary School Education Under Threat (Nov. 2015)

AGPPA has continued with a Social Media policy and a Twitter account [@agppa2000](#).

### **Major Research Paper:**

AGPPA commissioned Emeritus Professor Alan Reid to write a research paper on public education. – Building Our Nation Through Public Education. The publication was launched in Canberra in November, 2015. A national roadshow is now underway to promote the ideas outlined with each jurisdiction during Terms 2 and 3. The overwhelming finding is the absolute need for Australia to support, nurture and strengthen our public schools and to celebrate the contribution they make for the common good.

### **Education Partnerships:**

AGPPA has representation in an international forum with membership of the International Confederation of Principals Council, ICP. This gives AGPPA a global perspective, increases understanding and promotes valuable partnerships. This year the ICP Council meeting is in Perth.

AGPPA is supporting the Trans-Tasman Conference in Auckland, NZ on 31 May – 3 June, 2016 and encouraging members to take advantage of this important event.

AGPPA thanks Business Partner Camp Australia for their ongoing support of primary government principals to allow these educational partnerships to flourish at this level.

### **AGPPA Future Challenges:**

- Promoting 'Building our Nation Through Public Education' paper
- Maintaining pressure on the government re the implementation of the Gonski review
- Keeping our press releases active highlighting the needs in government primary schools
- Maintaining a close association with APPA

I sincerely thank our active AGPPA Executive and Office Bearers – Michael Fay, Geoff Scott and Jackie Malecki for their ongoing support, generosity of time and expertise in seeking to continually improve Australian government primary schools. Thanks too for the work of Mandy Kalyvas for lodging papers and Kristen Skinner who is assisting in the management aspects of AGPPA. Finally, I would like to acknowledge Pam Kent and Chris Perri for their work in coordinating the publication of our research paper.

I am honoured to be the President of a vibrant organisation helping to lead the national agenda.

**Gabrielle Leigh**  
**President**  
**AGPPA**



## ACPPA President's Report

The Australian Catholic Primary Principals' Association (ACPPA) is the peak organisation for over 1200 Catholic primary principals in Australia. It provides a voice for principals as they "lead and inspire the heart, mind and spirit of Catholic primary education". In recent years the National Executive Committee of ACPPA has focused on strategically improving as a national Catholic organisation, thus ensuring that its voice in turn strengthens and upholds the voice of APPA. Every member of the National Executive Committee contributes actively at each meeting, ensuring advocacy for their respective State and Territory Associations.

ACPPA'S major focus in 2015 was Principal Wellbeing. Following on from the independent national research of Phil Riley, ACPPA launched its own research into the wellbeing of Catholic primary principals across Australia. With financial and expert logistical support from its Corporate Partner, Camp Australia, ACPPA launched the research findings at an official function which highlighted the need for policy makers at all levels to treat the findings of the research as critical. With a high response rate from principals ACPPA created a summary of key findings, as well as key recommendations for ACPPA, principals and system leaders. This vital research will continue in 2016.

School funding remains a crucial factor for primary schools to meet the learning needs of every child. ACPPA is aligned with a needs based, sector blind model of funding; ensuring equity regardless of the school a child attends. Funding needs to be adequate in volume and indexed appropriately, ensuring certainty for all schools. This is particularly vital for students with a disability.

Parent engagement is another issue of vital importance in every primary school. There is a need to promote opportunities for parents to develop understandings and skills to enable them to better support their child's learning, engagement, wellbeing and safety. Catholic schools need to communicate their vision, mission and priorities, clearly articulating what is unique about an education in a Catholic school. It has become increasingly important to develop and promote a guide to positive and respectful engagement to support this facet of school life.

ACPPA continues to develop and strengthen our relationship with the National Catholic Education Commission, Catholic Secondary Principals Association and Catholic School Parents Australia; meeting regularly and engaging in discourse to benefit our sector nationally. ACPPA continues to maintain and develop a strong relationship with NZCPPA with annual meetings to work collaboratively on issues such as indigenous education and curriculum matters which occur within the Catholic education sector of both countries. ACPPA's stance and opinions on education based issues of national importance continue to be sought by the major political parties in Australia.

ACPPA extends its sincere gratitude and congratulations to Dave Edwards who concluded a three year term as National President at the end of 2015. Appreciation and thanks is also extended to each member of the National Executive Committee who bring energy and wisdom to the team; to Kevin Clancy and Frank Hennessy for their tireless voluntary support of the work of ACPPA; and to Karyn Prior, our expert and committed Executive Officer. The ongoing financial commitment and in kind support of our Corporate Partners, Major Sponsors and Business and Learning Partners is also acknowledged and sincerely appreciated.

It is an amazing privilege to become the National President of ACPPA. The work of both ACPPA and APPA is a vital contribution to the national education agenda and I look forward to leading ACPPA in the continuation of this important work.

**Mark Mowbray**  
**President**  
**ACPPA**



## IPSHA President's Report

The Independent Primary School Heads of Australia (IPSHA) has, for the past year, been focusing on its core work and mission of the Association; being recognised as the leading independent primary school voice, connecting with and advocating for school leaders.

The Association's work in providing support for members is achieved through strong state branches that are supported by the Federal Executive. It is through the state branches that IPSHA achieves many of its goals including connection with peers, professional development, working with aspiring leaders and student activities. During the past year, the Federal Executive has attended State Branch meetings, developing positive relationships thorough being visible, listening to members and ensuring regular communication. IPSHA currently has 402 members in all states and territories of Australia. We also have 24 overseas members.

In October of this year, IPSHA will hold its inaugural study tour for members. There are thirteen members attending, with most state branches represented, and they will be travelling to Ontario, Canada. The aim of this tour is to develop strategic partnerships with overseas associations and to increase international understanding and collaborations. The Study Tour is entitled; "**Principals Leading Schools in the 21st Century for 21st Century Learning**" and it comes with the awareness of the need to develop:

- Professional learning communities
- Engagement of the community
- Mentoring of aspiring leaders

Another important activity for IPSHA this year has been our fundraising event, "Walk Around the World for JDRF" (Juvenile Diabetes Research Foundation). Our schools around Australia have been holding walkathons, raising money for this organisation. We are tracking how far IPSHA schools have walked, and this is reflected on our website.

IPSHA appreciates its role in APPA, as it allows us to promote the unique nature of independent primary education. Through our NAC members, Graeme Feeney, Bev Galloway, Trudy Moala, Alex Cameron, Grant Bock, Adrian Bosker/Jenny Manthey, Andrew Boyd/Brad Nelsen we continue to be an active voice on APPA. This has also enabled us to maintain the focus on Primary education and add to the debates and issues that APPA is able to respond to on a political level.

I wish to thank the NAC members for their interest, support and ongoing input to the areas of national importance to Primary educators.

**Deb Dalwood**  
**President**  
**IPSHA**

