

IRSEA PRIORITIES 2021-2022

PRIORITY 1

STRENGTHEN RELATIONSHIPS WITH DoE AND CONTRIBUTE MORE EXTENSIVELY TO THE DISCOURSE ON EDUCATION ISSUES

Action	Responsibility	Timeframe	PROGRESS		
			Oct 21	31 Jan 22	March 22
1.1 Meet with IRSEA contact officer from DoE to discuss options for IRSEA engagement and dialogue with the DoE and the contribution of IRSEA to policy development and debate. This meeting should also be used to identify issues within the DoE that may affect IRSEA's capacity to engage in policy development and consultative processes.	Graham Dawson Lindsay Wasson	September 2021	Meeting conducted via ZOOM with Raechel McCarthy. Proposals were supported by Raechel who agreed to follow-up with Leanne Nixon and Murat Dizdar.	Meeting with Deputy Secretaries to be arranged for February after peak period for re-opening of schools. Raechel McCarthy contacted to arrange meeting.	Meeting held with Raechel McCarthy and Murat Dizdar. Both were very positive about engaging with IRSEA, including input to DEL meetings and consultation re policy and programs. Raechel McCarthy will develop ideas in more detail.
1.2 Following the initial meeting with the DoE contact person, follow-up meetings be held with the Deputy Secretaries School Performance (North and South) and the Deputy Secretary Learning Improvement.	Graham Dawson Lindsay Wasson	September 2021	Not yet conducted. These to be conducted after the meeting between Raechel McCarthy and the Deputy Secretaries.	As above in 1.1	To be actioned now that initial meeting has been conducted.

Action	Responsibility	Timeframe	PROGRESS		
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1.3 The Executive Committee consider options for engaging more widely in community discussions on education issues and engaging with other relevant education bodies.	Executive Committee	October 2021	<p>Agreed in principle. Detailed actions yet to be considered by EC.</p> <p>DoE contact person, Raechel McCarthy, has agreed in principle and will discuss the issues with Deputy Secretaries.</p> <p>Website includes a Forum page and links to other relevant educational sites.</p>	No further action at this time.	No further action at this time.
1.4 The Executive Committee consider the feasibility and desirability of developing and publishing official IRSEA position statements on select education issues.	Executive Committee	October 2021	Agreed in principle. Details not yet progressed.	No further action at this time.	No further action at this time.
1.5 IRSEA to include links to DoE website and other relevant education bodies and organisations on its proposed website	Ray Gillies Website Sub-Group	October 2021	Completed. Other sites will be considered.	Completed	
1.6 IRSEA to request DoE to place a link to the IRSEA website on its website.	Graham Dawson	October 2021	Discussed with Raechel McCarthy.	DoE did not agree with this request.	
1.7 The proposed IRSEA website to include a moderated forum section where members could contribute to discussions on educational issues.	Ray Gillies Website Sub-Group	October 2021	Website includes a Forum page. Kerrie Ikin has agreed to act as moderator, with assistance from others.	Action deferred pending clarification of legal responsibilities of websites for contributor content.	No further action at this time.

PRIORITY 2
MEMBERSHIP RENEWAL

Action	Responsibility	Timeframe	Progress		
			Oct 21	31 Jan 22	March 22
2.1 IRSEA representatives to meet with senior DoE personnel to discuss strategies for contacting senior officers who are nearing retirement to provide them with information about IRSEA and invite them to join, initially as associate members, and eventually as full members.	Graham Dawson Lindsay Wasson Alan Mills (2021)	September 2021	Initial discussions have been held with Raechel McCarthy. Follow-up action will be undertaken following Raechel's meeting with Deputy Secretaries.	To be discussed further in meeting with Deputy Secretaries in March 2022.	Meeting conducted and DoE provided positive response. President and Vice-President to attend a future DEL meeting to provide information about IRSEA. Raechel McCarthy and two DELs nearing retirement to address AGM meeting in May.
2.2 Lindsay Wasson to prepare a briefing about options for associate or honorary IRSEA membership for the consideration of the Executive Committee and members	Lindsay Wasson	August 2021	Briefing completed. A Consultative Paper was developed and endorsed by the Executive Committee. Copy of the Consultative Paper sent to all members for feedback, which is due by 15 October.	Options to be discussed in February Executive Meeting together with draft paper on benefits of IRSEA membership.	Paper prepared and distributed to Executive Committee members. Discussion at March meeting.
2.3 The Executive Committee to consider strategies to communicate with former TAFE senior educational administrators about membership of IRSEA.	Executive Committee	October 2021	Not yet actioned.	Not yet actioned.	No action at this time.

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2.4 Executive Committee members to advise of personal contacts within the DoE who could be used to share information about IRSEA to potential members.	Executive Committee Graham Dawson Alan Mills (2021) Kerrie Ikin (2022)	September 2021	Not yet actioned.	President has prepared a communication to current members asking them to invite potential members to join IRSEA or to provide their details to the President for follow-up.	Email sent to members in February. Review of effectiveness at March Executive Committee meeting.
2.5 Executive Committee to write to all IRSEA members asking them to provide information about and invite eligible colleagues to consider joining IRSEA.	Graham Dawson Brian Davies Alan Mills (2021) Kerrie Ikin (2022)	September 2021	Not yet actioned. President to prepare letter after the end of the feedback period for the Associate Member Consultative Paper.	As per 2.4 above.	As above
2.6 IRSEA to conduct an audit of membership database to ensure its currency and accuracy.	Graham Dawson Alan Mills (2021) Kerrie Ikin (2022)	September 2021	Not yet actioned	Kerrie Ikin has agreed to become Membership Officer and audit has commenced.	Completed.
2.7 In designing the IRSEA website, ensure that the site includes publicly accessible information about IRSEA, its purposes and mission, and the capacity to submit a membership application online.	Ray Gillies Website Sub-Group	October 2021	Achieved. Implemented as apart of website designed	Achieved.	Completed
2.8 Commission the development of an IRSEA mission statement.	Lindsay Wasson Executive Committee	September 21	Completed. Mission statement included on the website.	Completed.	Completed

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2.9 Explore options to enhance the benefits of becoming an IRSEA member.	Lindsay Wasson Janina Sulikowski Kerryanne Knox Executive Committee	December 2021	Initial discussions held between LW and KK. Concept of awards structure and membership symbols discussed with EC and included in Associate Membership Consultative Paper.	Draft paper is being developed and will be considered at February Executive Committee meeting.	Paper prepared for discussion at March Executive Committee meeting

PRIORITY 3**COMMUNICATION WITH MEMBERS**

Action	Responsibility	Timeframe	Progress		
			Oct 21	31 Jan 22	March 22
3.1 Current communication strategies be maintained and enhanced with the development of the IRSEA website.	Executive Committee	Ongoing	Website in development. Consider options for regular communications from the President to members, in addition to the newsletters, at October Executive Meeting.	Website launched.	Implemented
3.2 A sub-group of the Executive Committee to meet with Ray Gillies to support the design and development of the website.	Ray Gillies Website Sub-Group	Ongoing from August 2021	Implemented.	Ongoing.	The website has been officially launched. New web address is: www.irsea.org.au
3.3 If considered necessary by the sub-group and the Executive Committee, funding be allocated to support the design, establishment and maintenance of the website.	Executive Committee Ray Gillies Website Sub-Group	Ongoing from August 2021	Funding has been set aside for this purpose. Not yet allocated.	Funding has been allocated but not yet used.	Funds allocated but not used at this time.

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3.4 The Executive Committee seek to reinvigorate luncheon meetings and invite presenters to address an agreed theme during 2021–22.	Executive Committee John Allsopp	Ongoing from December 2021	First 2021 luncheon meeting is planned for 3 December. Leanne Nixon has agreed to speak. Awaiting a response from Murat Dizdar. Raechel McCarthy expressed a preference for the two Deputy Secretaries to present together. Explore option to broadcast presentation for members who cannot attend.	Successful luncheon meeting held in December '21. Leanne Nixon presented, and the presentation has been uploaded to the website. Meeting was streamed via Zoom.	AGM luncheon meeting planned for May at Castlereagh Boutique Hotel. Raechel McCarthy and two DELs to address meeting on role of DEL. August luncheon meeting booked for DoE. Eddie Woo has been invited to speak.
3.5 The Executive Committee examine the cost and feasibility of presenting luncheon meeting presentations as on-line webinars.	Executive Committee John Allsopp	October 2021	Planning in progress for December meeting. One ZOOM meeting held in lieu of face-to-face meeting in August. 20 participants who strongly supported their continuation.	December meeting was streamed successfully. However, only two members participated on-line. To be reviewed at February '22 Executive Committee meeting.	AGM to be streamed in May.
3.6 If the Executive Committee agrees to establishing a theme for 2021–22, this theme be used as a basis for some articles for the newsletter.	Executive Committee Syd Smith	Ongoing from October 2021	Not yet actioned.	Not yet actioned.	Not yet actioned.