

Trades Academy Advisory Group Meeting 28 May 2015 - Draft Minutes

Venue: Held via teleconference

Attendees:

Name	Organisation	Representing / Role
Tina Sims	Ministry of Education	Chair
Shaaron Adams	Top of the South TA	School Lead Providers
Fiona Beardslee	Primary ITO	Tertiary Lead Providers
Linda Fox	Kelston Girls High School	NZSPC – Secondary Schools
Arthur Graves	Ministry of Education	Group Manager, YG
Sue McLeish	Tertiary Education Commission	TEC Representative
Emma Meijer	Christchurch Polytechnic Institute of Technology	Tertiary Lead Providers
Ryan Perry	Ministry of Education	Secretariat
Nigel Udy	Taratahi Agricultural Training Centre	Tertiary Lead Providers
Kelvin Whiting	Hillcrest High School	SPANZ – Secondary Schools

1) Welcome / Introductions

Tina Sims (TS) welcomed all members to the first meeting of the Trades Academy Advisory Group (TAAG) in 2015 and welcomed Emma Meijer (EM) and Sue McLeish (SM) to their first TAAG meeting.

2) Minutes and actions

The Draft Minutes from the September 2014 TAAG meeting were agreed as a true and accurate reflection. The approved Minutes would be published accordingly. The following actions were noted:

Action TAAG14/02/01: MOE to arrange policy discussions to consider future STP outcome measures (in particular around transitions) and how the STP data should be published. **TS noted this had been considered and in particular, destination reporting timeframes would be amended going forward to better reflect actual destination outcomes. Closed.**

Action TAAG14/02/02: MOE to develop an additional section within the Operational Policy and Guidelines document to cover minimum expectations/requirements within MOUs between lead providers and participating schools. **Carried forward.**

Action TAAG14/03/03: RP to revise the National STP Outcomes Factsheet, adding additional gender specific destination data. **Ryan Perry (RP) confirmed that data had been sent to the TAAG. Closed.**

Action TAAG14/03/04: MOE to send an open request to the Tertiary Policy team to review the current SAC/YG Fees Free trades top up classifications (using adventure tourism as an example). **The Ministry had received high level information regarding the process for reviewing trades classifications and categories. This information would be sent to the affected party for information. EM also noted another adventurer tourism example and requested that she would also like to be copied into the mailing. It was confirmed any changes to the STP classifications would also need to be applied to other programmes such as YG Fees Free and SAC. Closed.**

3) Youth Guarantee – Achievement, Retention, Transitions update

Arthur Graves (AG) provided a high level update regarding the Youth Guarantee (YG).

AG confirmed that the YG budget had been extended in the Budget 2015 announcement and over the next four years would transition to become a business as usual programme. The focus of the YG team moving forward would be in the transitions space (progression into employment and tertiary education), in particular bridging Level 1 and 2 foundation programmes to Level 3/7 and other Level 4+ options. Increased achievement (NCEA Level 2) would also remain on the YG agenda.

YG activities would be underpinned by several key enablers, for example, collaboration of regional stakeholders and lifting literacy/numeracy attainment to enable Level 3 and 4 tertiary enrolments (Vocational Pathway refinements would investigate options for this).

Kelvin Whiting (KW) noted this was very positive news and would provide a good opportunity to further look at the Level 3 space which was a still a difficulty for schools, in particular those that may have sent students to the Trades Academy in Year 12 and had no options for them in Year 13. KW also noted the current focus on NCEA Level 2 attainment rates were leading schools to offer a wider range of Level 2 programmes, which in turn was limiting programme options in Level 3 and 4.

Linda Fox (LF) highlighted recent publications from the NZ Vice-Chancellors' Committee also did little to support Level 4-6 tertiary transitions, with too much focus given to the 30% who get University Entrance and attend University.

Shaaron Adams (SA) queried whether the changing focus of the YG team would have any bearing on existing programmes such as the ART/Achievement initiative in schools. AG confirmed this and other activities were now largely embedded as normal practice, but the YG team would continue to provide support.

Fiona Beardslee (FB) reported that a new Vocational Education Training (VET) Working Group had been set up to further aid ITO and ITP collaboration. The TAAG agreed this was very positive step.

FB advised that she would locate and supply a report from a past research study undertaken by employers, which sought to more clearly define what literacy and numeracy skills were needed.

Action TAAG15/01/01: FB to provide the report from past research undertaken by employers to define literacy and numeracy skills required.

4) Pastoral Care and Co-ordination funding- review findings

TS provided an overview of the proposed guidelines following a review of the Lead Provider submissions in how the Pastoral Care and Co-ordination fund is current used. TS confirmed the guideline did not seek to be prescriptive and that Lead Providers would ultimately determine how the funding was used.

The TAAG briefly discussed NZQA credit reporting and agreed that the funding could be used to support the additional fees payable by tertiary providers. RP noted this concern had been raised by other tertiary providers and a solution was ultimately dependent on NZQA determinations.

TS agreed to supplement the guideline with a tracking/record template to allow Lead Providers to better manage and record how the funding component was being used.

Action TAAG15/01/02: MOE to develop a tracking/record template to aid in the management of the Pastoral Care and Co-ordination funding component (to be provided with the Guidelines).

5) ERO Report

TS advised that the ERO national report was now nearing public release (expected in the first week of July). The published report would be sent to all schools and tertiary providers. TS confirmed that the Ministry owned evaluation report (detailing providers etc) would not be publically released.

6) Budget 2015

TS and RP provided a brief overview of the Budget decisions, in particular the additional 300 funded places which would be available over the next four years (totalling 1,200 places). This would be funded through corrections to the schools Staffing Order, implementing several policy changes which should have been in place since 2013. Detailed communications and support was planned for mid-June to provide support to schools outlining how their staffing allowances would be affected from the changes in 2016.

7) Lead Provider workshop

A brief overview of the scheduled Lead Provider workshop was provided by TS. TAAG were offered the opportunity to provide any key issues/items for discussion at the workshop. EM suggested that collaboration between schools and tertiary was still a significant issue in some areas, so further discussion on this topic would be appreciated.

8) Operational updates

TS and RP provided the following operational updates:

- There would be refinements to the destination reporting processes, with an additional three months (reporting data in March of the following year) given to report where students had gone after leaving the STP. This will align with Gateway timeframes.
- An Individual Learning Plan template had been developed and would be circulated to Lead Providers for consideration and use (not mandatory).
- An overview of the multiple enrolment issue and suggested solution was presented. Whilst TAAG agreed with the principles of the proposed solution there would be difficulty implementing this in some scenarios. It was noted that there may be a need to specify if there was prior or current enrolment in another STP, within the STP enrolment application form. RP agreed to draft a brief paper outlining options for dealing with multiple enrolments.
- A summary of the 2014 provisional outcomes was provided. It was still too early to compare 2014 performance with 2013, but initial student destination data recorded at the time of exiting the programme indicated positive outcomes in 2014. RP confirmed that detailed outcome information would be provided to all Lead Providers once NZQA data was finalised.

Action TAAG15/01/03: MOE to develop an operational guideline to aid Lead Providers and participating schools in dealing with students seeking to enrol (or who are already enrolled) in multiple STP courses (with one or multiple Lead Providers).

9) Any other business

EM advised that there was still some way to go in the development of the Level 3 Vocational Pathway (in particular the Level 3 qualification mapping against curriculum/standards), and also provided a brief overview of the findings from the most recent Pathway Advisory Group meeting. TS confirmed there would be an open consultation involving all stakeholders to feed in views on the proposed Level 3 Pathways.

The TAAG discussed destinations in greater detail, specifically with regards to what activities or processes were in place to aid transitions of those most at risk of disengagement (at the time of leaving school). KW noted schools would generally have some form of process in place to deal with these most at risk students, but that ultimately it was difficult to have a process that covered all students. FB suggested models they have developed in the Wairarapa YG Network (based on work undertaken in Nelson) could be shared if successful.

The TAAG agreed that using teleconferences for future meetings would be suitable especially if agendas were light on content. It was agreed meetings would still be held in person where necessary.

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