



# ONZ ATE

**ANNUAL REPORT**

2022/23

# WHO WE ARE AND WHAT WE DO?



In 1980 a group of NZ delegates to the IFTE conference in Sydney met to form the New Zealand Association for Teachers of English - Te Pouhere o Whakaako o Te Reo Pākehā o Aotearoa. This was in response to concerns that the political climate of the day was impacting significantly on education and a wish to have some control over the destiny of teaching English in Aotearoa New Zealand through the development of peer to peer professional learning opportunities.

***ENZATE is an independent, not for profit organisation that aims to promote, support and advocate for teachers of English in Aotearoa New Zealand.***

The first annual conference was held at Wellington College in 1980 and the conference organising committee became the first National Council. Conferences were held every year until the disruption of the global pandemic in 2020.

NZATE is an independent, not for profit organisation that aims to promote, support and advocate for teachers of English in Aotearoa New Zealand.



At the foundation of all that NZATE does is our guiding document Te Tuhi Māreikura - a conceptual framework. Our responsibility to mana ōrite (equality) for mātauranga Māori is deeply embedded in this conceptual framework.

For the duration of 2021-2023 NZATE has become a Network of Expertise. This means that we have funding to support peer to peer professional learning and development in support of the NCEA changes as well as baseline funding to grow membership, to connect remote schools, and to provide blended or digital learning for all in our network. This funding will also allow us to provide rich task resources for our membership, grow leadership within our network and to support members with mana ōrite mō te mātauranga Māori.



NZATE is run by a managing council made up of elected and co-opted members, supported by co-opted committee members. The committees may alter in structure but broadly they cover resources, professional development, communications and advocacy.

***We look to support and empower our regional associations where possible and encourage them to engage with us, and to use our media platforms to promote their work.***



NZATE is involved in the following programme of work on behalf of and with members:

**Advocacy at hui** with stakeholders and affiliated partners (PPTA, Ministry of Education, NZQA, other subject associations, our regional English associations, other Networks of Expertise)

**Delivery of professional learning** and development at face to face workshops throughout the motu, and workshops delivered via online formats

**Publication** of our journal English in Aotearoa (both digital and print) thrice annually

**Newsletters** collating information, notices and links from affiliated partners, regional associations and other stakeholders, as well as ideas for the classroom and professional development, are shared once a term.

**Social media presence** on Facebook and Twitter, as well as the use of Facebook live for bookclubs and English in Aotearoa launches. NZATE also maintains a presence on the English Online listserv where appropriate.

**Publication and print** of resources suitable for English teachers in Aotearoa New Zealand

**Publication of practice examinations** from NCEA Level 1 through to NZQA Scholarship

**Resources for purchase and free download**, including recordings of our online workshops, are available on our website [nzate.org.nz](http://nzate.org.nz)

**Scholarships** to attend our annual conference are made available each year (approximately six in total)

**An annual conference**, moving to different venues throughout the motu





## PREVIOUS AGM MINUTES

Minutes of the 42nd AGM of NZATE  
To be held online  
May 7, 2022

**1 Karakia mo te timatanga**

**2 Welcome to AGM by President**

Starting at 9:02am.  
17 members present

**3 Apologies**

Celeste Baker, Ella Murdoch

**4 Confirmation of minutes of the previous AGM**

*Motion that the minutes of the 41st AGM, held on July 15 2021 at the Auckland Conference, be accepted as a true and correct record of that meeting*

Moved by Jane Dewar  
Seconded by Pip Tinning

**Motion carried**

**5 Matters arising from the minutes**

Nil

**6 President's Report**

See annual report document  
*Motion that the President's report be received*

Moved by Caitlin Funk  
Seconded by Pip Tinning

**Motion carried**

**7 Treasurer's Report**

See annual report document  
*Motion that the Treasurer's report be received*

Moved by Pip Tinning  
Seconded by Caitlin Funk

**Motion carried**

**8 Ratification of election of Executive Council members and Council Members**

*Motion that Caitlin Funk be appointed to the position of secretary*

No discussion.

Moved by Pip Tinning

Seconded by Jenny McPhearson

**Motion carried**

*Motion that Ella Murdoch be co opted to NZATE council for a term of two years*

No discussion.

Moved by Pip Tinning

Seconded by Jacq Gilbert

**Motion carried**

**9 Council motions**

*Motion to ratify the changes to the constitution - 4.1.5-8*

Discussion: Sian Evans suggests that we should clarify that these seats are on council. Read 4.1, which states "The Association shall have a managing committee ("the National Council"), comprising the following Officers:" to clarify that these seats are on council, therefore no updates required.

Moved by Pip Tinning

Seconded by Caitlin Funk

**Motion carried**



*Motion to ratify the changes to the constitution for all remaining amendments*  
Explanations for changes to the constitution:

- 4.1 5-8: the creation of seats held for a Māori teacher of English and the creation of seats held for a Pasifika teacher of English. This is a step towards honouring Te Tiriti o Waitangi and supporting our Pasifika teachers and learners.
- 4.4: Council members must hold a full NZ teaching registration certificate. This certificate ensures that members of the NZATE council are current, practising teachers.
- 5.1.2: wording change to reflect modern communication platforms
- 5.1.2: wording change to allow election before an AGM (which would lessen the need to co-opt) and to ensure that online elections are always offered
- 5.3: wording change to ensure that numbers in the Council don't fall below workable levels for a lengthy period of time
- 5.4: wording change to clarify that this clause is in respect to council meetings, not committee meetings
- 6.2: wording change to protect files and information belonging to NZATE
- 8.3: change of responsibility from treasurer to secretary
- 11.6: change of membership term to align with the financial year rather than a calendar year. This supports our bookkeeping practices as well as memberships 'counts' for reporting purposes

Discussion: Laura asked whether the constitution is available anywhere other than the NZATE drive. Jacq responded that it is on the website.

Moved by Pip Tinning

Seconded by Jenny McPherson

***Motion carried***

## **10 Any other business**

Nil

## **11 Date of Next AGM**

Thursday 13 July 2023. To be held during the 42nd Annual NZATE conference in July 2023 (Nelson)

*Now scheduled for 6 July 2023*

## **12 Karakia mo te whakamutunga**

**Meeting closes** at 9:27am.



## NZATE PRESIDENT'S REPORT 2022-23



43<sup>rd</sup> Annual Report  
Presented by Jacqueline Gilbert at the Whakatū Nelson  
NZATE Conference July 6 2023

*Tēnā koutou kua huihui mai nei  
Ko Jacq Gilbert tōku ingoa  
No Ōtautahi ahau  
E mahi ana au hei perehitini  
Ki Te Pouhere o Whakaako o Te Reo Pākehā o Aotearoa  
Nō reira, tēnā koutou tēnā koutou tēnā koutou katoa*

How wonderful to be at the NZATE conference again! This Whakatū Nelson conference was first calendared for 2021, but a postponement of the Auckland Conference until that year and then last year's Omicron COVID-19 outbreak caused further postponements for the NETA convening committee. Our thanks to them for their determination and patience.

NZATE continues a busy and valued programme of work. This includes:

### **Advocacy**

We attended the PPTA subject association hui in April. We meet regularly with Teacher Development Aotearoa, who oversee the Network of Expertise funding, and with subject leads from the Ministry of Education. We liaise with other subject associations and Networks of Expertise. NZATE was also invited to nominate an English teacher to the group developing the Common Practice Model, and we were delighted when former council member, Heemi McDonald, was able to take up this important mahi.

In March of this year, membership was surveyed for opinion on the review of achievement standards. This informed our discussions with the Ministry of Education and was the basis of a letter to Jan Tinetti, and other ministers involved with the Education portfolio. We requested consideration of the NCEA timeline and expressed our concern at the limited communication and materials made available after two full pilots. We know other associations, including the Principal's Association, raised similar concerns, and we were pleased that a revised timeline for the implementation of the NCEA changes, Literacy and Numeracy, and Te Mātaiaho New Zealand Curriculum Refresh were announced by Minister Tinetti in April.



## Support

In 2022 we delivered a professional learning and development workshop focused on teaching language, *Word Up!* This received excellent feedback. In 2023 we are offering a workshop on the Effective Practices of Teaching Writing, *The Write Stuff!*, across the motu. The feedback has again been extremely positive.

## Resources

*The Write Stuff* workshop is devised from and supported by the revised edition of NZATE's *Effective Practices for Teaching Writing* by Dr Shaun Hawthorne. Dr Hawthorne first wrote this important mentor text with the NZATE council in 2011. We are delighted to be able to now offer this updated text for purchase through our website.

We also continue to offer online PLD through Facebook Live and webinars. Our website continues to develop a collection of peer to peer PLD recordings, including recordings of our monthly book club. This club was introduced in 2023 and focuses on Aotearoa New Zealand texts. Further to this, to support departments and faculties in the selection of Aotearoa New Zealand texts, we also have an increasing collection of classroom focused reviews on our website and published in our most recent journals.

*English in Aotearoa* continues to be published three times a year, and is made available in both print and digital forms. In 2022 we welcomed our new editor, Nicole Kilbride. Her first two issues of this longstanding journal are a testament to both her skill as an editor and to the generosity of our colleagues around the motu who contributed material.



Our newsletter is published to members twice a term and practice examinations, written, designed, and quality checked by a large team of our colleagues, remain available for members at no charge. In 2023 a paper has also been written for the new Level 1 NCEA examination (1.4) in support of our pilot schools.

Season 1 of *Is this for Credits?* remains available on Spotify and Apple Podcasts. This is a valuable collection of interviews and conversations which, for the most part, will remain evergreen. Season 2 has recently launched with a strong focus on Mātauranga Māori. Our student podcast, *Is this in the Test?* (also on Spotify and Apple) will also be further developed in term 3 as our ākonga prepare for external examinations.

Our Youth Writing competition again attracted an extraordinary standard of entries in 2022. Our thanks to Rebecca Ball for her shortlisting role and to judge Jack Remiel Cottrell. At the time of presenting this report, judging of the 2023 competition will be underway.

## Welcomes and Farewells

Following our 2022 AGM (held online), an election brought us several new council members. Philly Wintle was re-elected, along with new members Christopher Waugh and Melissa Flett. We were also delighted to co-opt Vaaiga Ah Mau to the Pasifika Kaiako seat created at the 2022 AGM, Shantal Jones to the role of Conference Liaison, and Nicole Kilbride as Editor of *English in Aotearoa*.

Further to this we are delighted to, following membership nominations in May of this year, elect to council the following people: Melanie Van Ansem, Celeste Baker, Joss Matthews, Chris Rayward and Juanita Craig (Kaiako Māori seat).

At the March council hui, Jacq Gilbert, Pip Tinning, and Jenny McPherson were voted to another term on the Executive, and Melissa Flett was elected secretary.

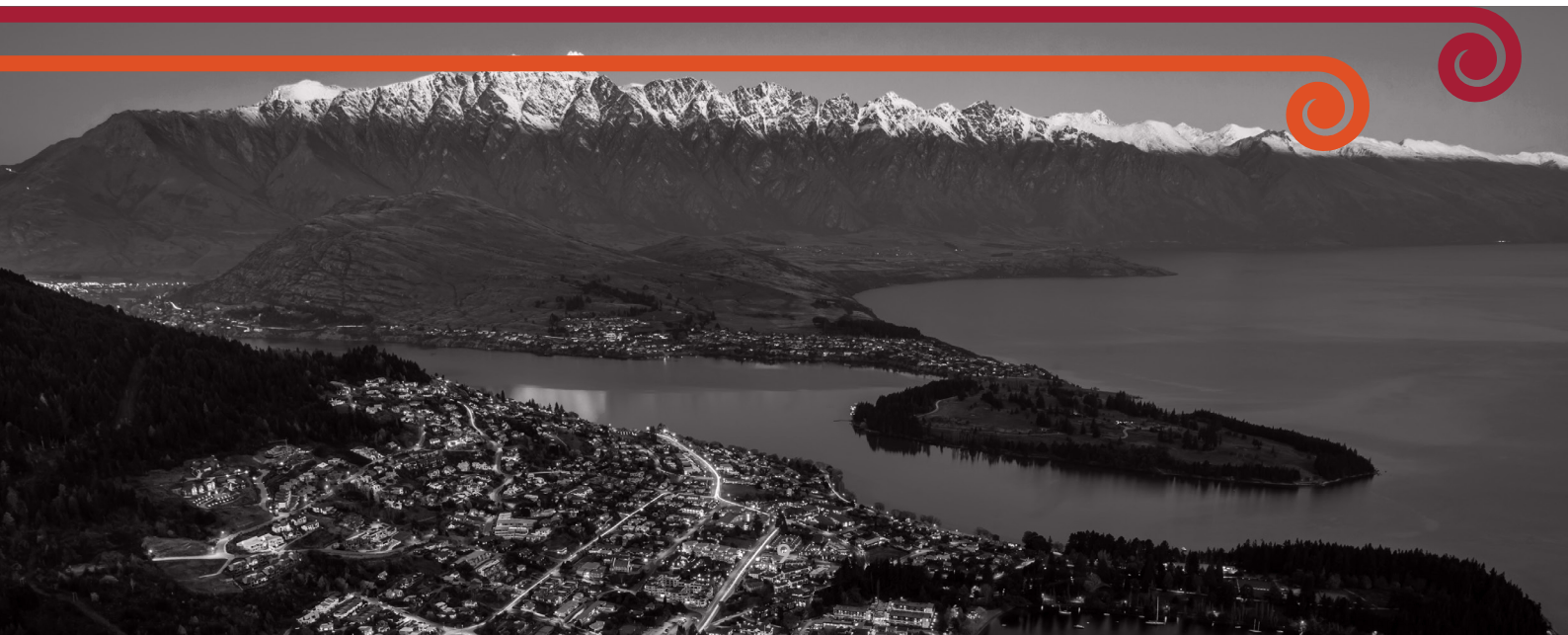
Last year, Laura Borrowdale was seconded to the Ministry of Education, initially as a lead for the implementation of LitNum in Canterbury, and stepped down from her role as editor of *English in Aotearoa*. As editor she was responsible for a distinct and valuable collection of the journal, a testament to her talents as an editor, writer, and teacher. Our congratulations to Laura in her new Ministry role as the

National Learning Area Lead for English, and our heartfelt thanks for her contribution to NZATE from 2019 to 2022.

Caitlin Funk remains on our council but made the decision to step down from Executive in order to best focus on new roles and projects at her kura. We are incredibly grateful for her warmth, wisdom, and dedication to the role in her time as Communications Officer and secretary.

JoAnn Wordsworth, committee member outside council since 2020, also resigned in late 2022. JoAnn was among our inaugural committee members who volunteered their time and served on our PLD group. Our tremendous thanks to her for her generosity, particularly from a curriculum leadership perspective, and we hope that we will continue to cross paths.

On behalf of all members I would like to offer our thanks to Jane Dewar and Shae Brunetti McLean who continue to serve as committee members outside council. Their experience, particularly in the RAS and piloting phases of the NCEA changes, is invaluable. We have also enjoyed the support of Heemi McDonald and Robert Sullivan as consultants to NZATE as we give life to our conceptual framework *Te Tuhi Mareikura*.



## *Your council for 2023/2024*

Jacq Gilbert - President  
Pip Tinning - Vice President  
Jenny McPherson - Treasurer  
Melissa Flett - Secretary  
Nicole Kilbride - Editor English in Aotearoa  
Shantal Jones - Conference Liaison Officer  
Juanita Craig - Kaiako Māori  
Vaaiga Ah Mau - Kaiako Pasifika  
Caitlin Funk  
Christopher Waugh  
Christine Rayward  
Celeste Baker  
Melanie Van Ansem  
Joss Matthews



## *NZATE Committee members are:*

Shae McLean Brunetti and Jane Dewar .

The effort of your NZATE council members on your behalf cannot be underestimated. It is also incredibly rewarding work which leads to inevitable personal growth. I encourage all members of NZATE to consider joining a committee or to seek nomination in next year's election. On your behalf, I offer our gratitude to these colleagues who serve on councils and committees and to the convening committee of our 2023 Conference. All of their work is a clear demonstration of servant leadership.

Ngā mihi nui  
Jacqueline Gilbert  
President



## Membership Data At March 31 Each Year

	2020	2021	2022	2023
<b>Under 500</b>	86	144	165	157
<b>500-1000</b>	95	105	109	114
<b>1000-1500</b>	56	62	64	65
<b>1500+</b>	40	43	44	45
<b>Personal</b>	4	4	3	9
<b>Pre-service</b>	0	0	0	0
<b>Life</b>	8	10	10	12
<b>Library</b>	5	2	3	2
<b>Total</b>	<b>298</b>	<b>370</b>	<b>394</b>	<b>404</b>



## FINANCIAL REPORT 2022/23



**NZATE is in a positive position financially, which reflects our growth in membership and our solid financial processes.**

NZATE is in a positive position financially, which reflects our growth in membership and our solid financial processes. The challenges of the pandemic meant that we were unable to meet regularly as a full council, which also affected our general spending. As we are a not-for-profit organisation, we are maintaining our commitment to investigate and implement plans to use excess funds to support the teaching of English in Aotearoa New Zealand.

We continue to work alongside educational specialist accountants Findex to ensure open and accurate accounting. Our approval and reporting processes remain strong and we continually review our financial policies to ensure they remain as robust as possible. We have prepared an in depth budget for 2023, for both our general and Network of Expertise funds, and all income has been budgeted for. Network of Expertise funding allows NZATE to offer a range of supports to our members. This year, we have been able to use the rolled over funds from previous years to great effect. Our next audit is due in 2024.

Membership continues to climb with over 400 kura now enjoying the benefits of membership to our organisation: discounted workshops, access to conference scholarships, free resources, access to a variety of webinars, high quality practice exams created by a team of writers and more.

Overall, NZATE members can be confident that subscriptions and funding are being used to promote, support and advocate for English teachers in Aotearoa New Zealand, particularly at this time of educational change.

# Financial Statements

New Zealand Association For The Teaching Of English  
Incorporated  
For the year ended 31 March 2023

Prepared by Findex NZ Wellington



# Statement of Financial Performance

New Zealand Association For The Teaching Of English Incorporated  
For the year ended 31 March 2023

	NOTES	2023	2022
<b>Revenue</b>			
Conference		-	187,904
Inventory on Hand Movement		10,900	(7,313)
Network of Expertise Funding		190,000	203,768
Resource Sales		10,666	14,415
Subscriptions		88,539	77,993
Workshops		16,731	12,700
<b>Total Revenue</b>		<b>316,835</b>	<b>489,467</b>
<b>Other Income</b>			
Interest Income		2,366	402
Royalties		1,838	1,456
<b>Total Other Income</b>		<b>4,205</b>	<b>1,859</b>
<b>Expenses</b>			
Accounting Fees		2,981	3,536
Bank Fees		167	374
Communications		3,030	455
Conference Expenses		-	143,284
Conference Registration		-	8,922
Council Meeting Expenses		14,503	14,644
English in Aotearoa		21,154	25,311
Extraordinary Meetings		-	92
General Expenses		410	1,222
Honorarium Expenses		15,075	13,584
Insurance		2,093	2,204
Legal Expenses		-	1,050
Meeting - Other		3,233	1,758
Merchandise & Promotions		9,104	4,534
Network of Expertise Expenses		150,960	120,536
Resource Preparation		5,880	4,390
Royalty Payments		788	733
Scholarship		2,174	3,487
Stationary, Secretarial & Postage		1,379	1,650
Website		5,081	3,577
<b>Total Expenses</b>		<b>238,011</b>	<b>355,342</b>
<b>Net Surplus/(Deficit) for the Year before Extraordinary items</b>		<b>83,029</b>	<b>135,983</b>
<b>Extraordinary items</b>			
Reparation Received		2,443	-
<b>Total Extraordinary items</b>		<b>2,443</b>	<b>-</b>

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



	NOTES	2023	2022
Net Surplus for the Year		85,472	135,983

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# Statement of Movements in Accumulated Funds

New Zealand Association For The Teaching Of English Incorporated  
For the year ended 31 March 2023

	2023	2022
<b>Accumulated Funds</b>		
Opening Balance	293,020	157,037
Net Surplus / (Deficit) for the Period	85,472	135,983
<b>Total Accumulated Funds</b>	<b>378,493</b>	<b>293,020</b>

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



# Statement of Financial Position

New Zealand Association For The Teaching Of English Incorporated  
As at 31 March 2023

	NOTES	31 MAR 2023	31 MAR 2022
<b>Assets</b>			
<b>Current Assets</b>			
Accounts Receivable		1,801	2,787
<b>Bank accounts and cash</b>			
ASB General Account		329,061	384,380
Vanessa Credit Card		17	-
Jenny's New Credit Card		785	-
<b>Total Bank accounts and cash</b>		<b>329,862</b>	<b>384,380</b>
Inventory on Hand		16,908	6,009
Prepaid expenditure		5,556	2,323
Resident Withholding Tax		1,065	-
<b>Total Current Assets</b>		<b>355,192</b>	<b>395,498</b>
<b>Non-Current Assets</b>			
<b>Investments</b>			
<b>Term deposits</b>			
Term Deposit		101,301	-
<b>Total Non-Current Assets</b>		<b>101,301</b>	<b>-</b>
<b>Total Assets</b>		<b>456,494</b>	<b>395,498</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable		7,778	5,187
<b>ASB Credit Cards</b>			
Jenny Old (LOST) Credit Card		-	136
Vanessa Credit Card		-	116
<b>Total ASB Credit Cards</b>		<b>-</b>	<b>251</b>
GST Payable		6,779	4,235
Income in Advance		63,443	92,803
Withholding Tax Payable		1	1
<b>Total Current Liabilities</b>		<b>78,001</b>	<b>102,478</b>
<b>Total Liabilities</b>		<b>78,001</b>	<b>102,478</b>
<b>Total Assets less Total Liabilities (Net Assets)</b>		<b>378,493</b>	<b>293,020</b>

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NOTES	31 MAR 2023	31 MAR 2022
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**Accumulated Funds**

Accumulated surpluses or (deficits)	378,493	293,020
<b>Total Accumulated Funds</b>	<b>378,493</b>	<b>293,020</b>

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