

Issue No: 6

September 2011

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PRESIDENT'S REPORT

Dear Colleagues

I would like to extend a warm welcome to all our members and especially our new members.

ABMVSS Leadership Program 'A Feather in your Cap'

First and foremost a huge Thank you to the 158 members who participated in one of our recent Leadership Program days. Andy Stagg our wonderful presenter was very impressed with Victorian Business Managers and delighted to facilitate the workshops; each group so positive, responsive, fun and engaging, an audience of which he hadn't experienced before. Andy further commented: 'it was an absolute privilege to facilitate your sessions'. He was worn out by the end due to your diligence and inquisitive nature and he hopes to see you all in some capacity in the future!

The Committee of Management requested and received a preference map of our Committee profiles, to use during our recent ABMVSS Regional visit to Gippsland. We used the preference map to discuss where all our Committee members 'sit' within the quadrants and how this could benefit our Committee and our Association. The discussion was really positive, with lots of laughs about the 'green people' and the 'yellow people' etc. When someone made a comment we discussed how this might be interpreted by someone who was dominant in a different quadrant to the speaker. We discussed what the person could say (to get the same message across) but phrasing responses another way. It highlighted how small changes can sometimes alter an outcome.

The ABMVSS value feedback on our programs so that we can ensure their integrity and relevance to what you do and we would like to take this opportunity to share with you some of the feedback we have received.

52% had a slight awareness of Whole Brain Thinking
17% had not seen the profiles before
98% said that Andy gave them the information they needed to understand their profile
70% predicted their profile before it was given out
90% would love to see their fellow ES staff have the opportunity to do this
98% would like to use their profile for further sessions

Here is a snapshot of some of the comments left on the survey comment bank:

The session today was fantastic and I thank the ABMVSS very much for giving me the opportunity. I will definitely be using this in my work and home life and will be looking at doing some further PD in this area. Thanks again!

I would like someone to contact me regarding booking a session for 2012. Absolutely loved the session. Well presented and lots of insights. THANK YOU to ABMVSS & VicSuper

We often become Business Managers because we have an understanding of finances and HR - not really what makes people tick and therefore often struggle to know why people do and react the way they do. As a manager of people, we all should understand the different people profiles - might make for a smoother running office

A very informative session that alerted me to strengths and weakness I had not been totally aware of previously. The applications for this type of professional development are far reaching, both in personal and working life.

I thoroughly enjoyed this session and found it the results pleasantly surprising. It will help me with not only other ES staff but also our teaching staff as well. Thank you to the ABMVSS for providing another great session

Every comment left was fantastic and we are so proud of our members for embracing the concept of Whole Brain Thinking. There will be more feedback at the next meeting and in the meantime enjoy reflecting on your profile and what it means for you both in your workplace and at home.

We again extend our thanks to **VicSuper** for supporting our Association to deliver this exciting professional learning opportunity to our members.

School Start Bonus/EMA 2012

The Victorian State Government Budget in May 2011 indicated changes to eligibility for parents in relation to the School Start Bonus and would be targeted to provide assistance to those families most in need. From 2012, parents with children commencing in Prep and Year 7 in 2012 will be eligible to receive the school start bonus only if the parent is eligible to receive the Education Maintenance Allowance (EMA).

While the School Start Bonus must be paid directly into the parent bank account there is no change to EMA parent payments. Where the parent elects to receive a cheque or sign the cheque over to the school this process will not change.

The consultation process has occurred with stakeholders from government, catholic and independent school sectors on the best way to proceed with the new process and one of our key comments was around clear communication for both schools and parents.

The circular to schools (together with the 2012 EMA/SSB application form and parent information leaflet) is expected to go out in next Tuesday's DEECD bulletin, if the communication is signed off in time. I have been advised that given our feedback the Family Payment Unit will try and address as many questions as possible on the FAQ webpage.

SRP Update

- The indicative SRP is due out to schools on 21st September.
- There are currently no EBA increases in the SRP as the Teaching EBA has not been finalised. Once the EBA has been agreed there will be an adjustment to the 2012 SRP. This also means no increase to CRT funds in the 2012 SRP until after the EBA has been determined.
- If the EBA is agreed prior to and up to 24th December, the SRP Unit are ready to include increased funds for SRP Term 1 next year. If no agreement prior to the end of 2011, once the EBA agreed the increases will be backdated.
- The ES EBA won't commence until after the Teacher EBA has been finalised.

Retirements

To our members who are taking the next step and retiring from your school we wish you a well deserved change of pace and much happiness in your new life 'after school'. Thank you for your contribution and commitment to your school and our profession. You leave a great legacy for people to follow.

We are rapidly coming to the end of another very busy term. If you are taking a break in the September holiday period, enjoy your time with family and friends. For those who are working all or part of the term break, we hope you make some time for yourself to relax and recharge your batteries for a very busy Term 4.

Please take care and travel safe.

Linda Lee,
ABMVSS President

ABMVSS Regional Meeting

The ABMVSS Committee of Management's annual regional meeting was held in San Remo, Gippsland on 21st and 22nd August. This is a great opportunity to take our meeting 'on the road' and visit our colleagues in regional Victoria.

We held our Committee of Management meeting on Sunday and on Monday we met informally with our colleagues from the Gippsland area. It was a great opportunity to hear first hand some of the issues that affect our more isolated colleagues.

We discussed common issues for many schools, the short supply of relief staff in the area with the situation compounded for some Business Managers, who work part time and sometimes in more than one school. The time taken by DEECD to respond to logged calls, the best practice for logging calls and how long you need to wait before you receive an answer, especially when you work part time and not every day. Where to locate information eg when setting up a new Official Account, when you want to change banks. These were just some of the topics discussed.

We really value the opportunity to visit our regional colleagues. With the sun shining in a lovely part of our state, and easy conversation it was sad to leave and make the journey home.

Special thanks to Marje Brophy, Business Manager at Korumburra Secondary College who invited us to visit the Gippsland region, provided us with great local knowledge and organised colleagues to attend the meeting. We really appreciated your input and enjoyed meeting you all. Thank you also to Kris Hunter who coordinates the regional meetings on behalf of our Committee of Management.

If you would like to invite the ABMVSS Committee of Management to visit your region in 2012, please look out for our call to put in an 'expression of interest' inviting us to visit your region next year, or contact Kris Hunter at hunter.kris.a@edumail.vic.gov.au

Herrmann Brain Whole Brain Thinking - HBDI at Caroline Springs

Recently 5 staff at Caroline Springs got the opportunity to attend one of the PD sessions offered by the ABMVSS called 'Feather in your Cap' Leadership Program. Prior to the session we filled in an online questionnaire comprising over 70 questions ranging from what hand do you write with to the preferred pairing of certain words. Your responses to the questions formed the basis of your HBDI profile.

The PD day was broken up into two sessions and facilitated by Andy Stagg who is a very engaging speaker. The morning session focussed on the science behind the profile and what the two halves of the brain actually do. Participants were then asked to choose four cards that they thought most appropriately described themselves, whilst also trying to negotiate with other members on swapping a card to complete a hand. Staff at Caroline Springs had lots of fun on the day with many "that is so you" moments! Back at school we have reflected on our profiles and what it means for us in our everyday life here at the college. We are too often caught up in the task to really reflect on what our preferred communication style is and so sometimes we miss the opportunity to connect with each other.

I had my profile last done in 2003, back then I came out as a 1,1,1,1 or Whole Brained as it is known. This time my shift is quite significant to a 2,2,1,1 which was no surprise for me as I have been undertaking personal education for the last two years, that has meant a shift in my thinking showing if nothing else that we can all learn how to move around those quadrants. The detail side of my profile is not so strong anymore however this isn't to say that I can't produce quality left brained work, it just means that I have to think a little harder or get myself into the 'space. Joy whom I work closely with is almost the opposite to my thinking style and we often laugh at each other over this but think of the ability we have in the same team! We pretty much cover all bases when having a group think.

It has been a fantastic opportunity for the staff at the College as we implement our profiles into everyday life and assume a much more pivotal role in our own communication and leadership on just how the impact our words have on those around us. We would like to thank the ABMVSS for allowing us the luxury of such a high quality professional learning opportunity and very much look forward to the next 'Feather in our Cap'.

Ann Robinson
Caroline Springs College

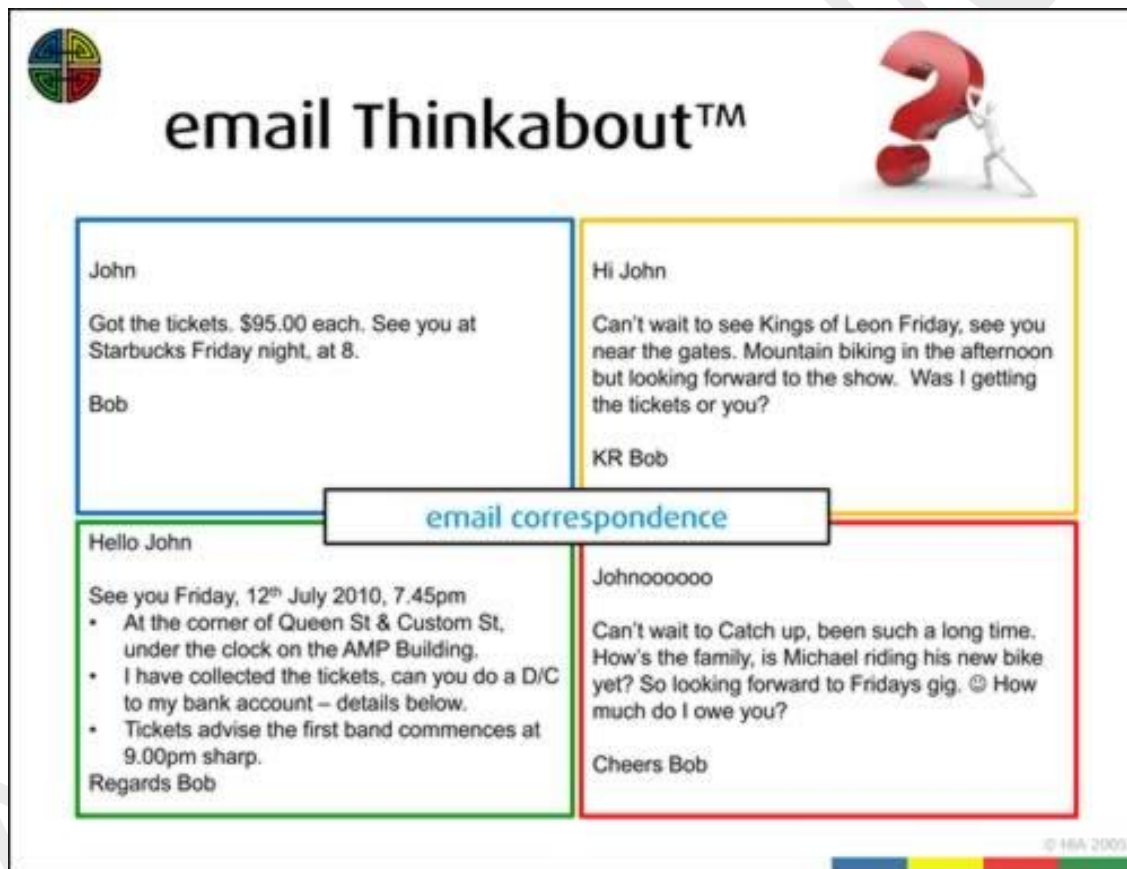
Whole Brain Clue Spotting for more effective email communication (from Irwin Tobias Herrmann International)

People communicate and take in information through their quadrant/s of greatest preference. If you know who we are communicating with and you understand their thinking preferences you can adjust the way you communicate accordingly and ensure that your message is delivered more effectively.

In the email age all too often we don't know who we are communicating with and therefore their preferred way of thinking. In these instances **communicating from all four quadrants will give you the greatest chance of success**. You can also look for clues that give away the person's thinking preference and then plan your email response accordingly.

The Thinkabout diagram below demonstrates the styles of the four thinking preferences to prove a point and some are very obvious; the 'red' smiley face emoticon, the visually descriptive 'yellow' response and the 'straight to the point blue' reply. The bullet points are the biggest 'green' giveaway.

Next time you write an email think about your own preferences and what information you might focus on or naturally leave out. Think about who you are communicating to and ask yourself are they going to get the message?



DEECD Secretary Farewell/Appointment

Jeff Rosewarne our previous Acting Secretary of the Department of Education and Early Childhood Development (DEECD) has been appointed as Secretary of the Department of Primary Industries (DPI), we wish Jeff all the best in his new role.

We welcome Richard Bolt to the position of Secretary of DEECD after his time as Secretary of the Department of Primary Industries. Richard will lead the department in building a system that supports children, students and adults to form the skills and capabilities that make lifelong learning and genuine social and economic participation a reality.

ABMVSS Membership

I would like to extend a warm welcome to our newest member to the ABMVSS:

Kylie Cairns

Marysville Primary School

ABMVSS PD NEWS

ABMVSS Annual General Meeting

This year's Annual General Meeting will be held once again in River Rooms 2 and 3 at the Crown Complex on Monday 17th October, 2011 commencing at 9.45am sharp. The AGM agenda, registration form, minutes of AGM 2010 and associated documentation have been distributed to members on August 30th. Nino Napoli, Assistant General Manager of Financial Services Division DEECD, who is our opening speaker, has changed his topic from Reorganisation of DEECD to Funding Developments. Please note: closing date for registrations is Monday 10th October, we look forward to seeing you.

**Margaret Gillon,
PD Coordinator**

ABMVSS Mentoring Program

Day 3 of the ABMVSS Mentoring Program will take place on Monday 19th September in the Fire Room, The Swanston Hotel – Grand Mercure, 195 Swanston Street, Melbourne. This is the last formal day for this year's Mentoring Program and mentoring partnerships will present the projects they have been working together.

Susan Farrell, Fitzroy High School and Gabe Windsor, Leongatha Secondary College a Mentor-Mentee partnership in this year's group will present their project to colleagues at our upcoming AGM. Mentoring Partnership certificates will also be presented to participants at the ABMVSS AGM on 17th October by Sharon Sartori from bankmecu, our program sponsor. Thank you to bankmecu for their generous support of this program for our members.

NETWORK PD

Barwon South Western Region ES Conference 19/8/11

The BSWR ES Conference Dinner for 2011 was put together by an enthusiastic Conference Committee which comprised of 10 Business Managers (1 of whom is retired but was willing and able to contribute her knowledge and expertise to the planning) throughout the region. The committee was committed to acknowledging the ES month of August through this event to celebrate Education Support staff and their invaluable contribution to schools. Traditionally, the event had been a celebratory dinner only but this year it was decided to introduce some Professional Development sessions.

With the short timeline, the committee did a sterling job of securing sponsorships, finding a suitable venue and putting it all together in time for ES Month.

Approximately 137 delegates, some from as far away as Camperdown, Colac and Point Cook, attended the night and embraced our "Black and Bling" theme, some of the bling on show included tiaras, glittery "magic wands", a fabulous "blinged up" vest and some other very creative ensembles!

The night began with registration where delegates networked over afternoon tea in the Social Club Room at Geelong Football Club before a short presentation from Nick Church, CPSU, regarding the new Agreement. Delegates then left to participate in their chosen workshops of either "Recruitment Online/Key Selection Criteria" or "School Community Liaison". We were able to secure a local Principal, Steve Durkin, from Moriac PS, local Business Managers, Kylie Roskosch and Ros McCredden (Manifold Heights PS and Bell Park North PS) and Leonie Saundry from the Northern Bay College extended hub to run these sessions for us.

More networking in the Captains Room followed the workshops with delegates enjoying a magnificent 2 course dinner whilst listening to the trials and tribulations of being a "romance novelist" from our guest speaker – Fiona Lowe.

A raffle held on the night raised \$300.00, with benefits going towards Jirralingha Wildlife Sanctuary whilst an enthusiastic crowd lapped up the fantastic prizes and giveaways, made possible from our generous sponsors.

The band, Blue Wax entertained the crowd and were last seen encouraging a Conga Line weaving its way through the masses!

The Conference Committee has had some very positive feedback and will use this in the planning of next year's conference. A big thank you to all our sponsors for their very generous donations and support and, of course, to our delegates for participating so enthusiastically in the event (as only ES staff know how)!
Happy ES Month 2011!

Eastern Metropolitan Region Education Support Staff Forum 2011

The 2011 Forum was held at the Karalyka Centre, Ringwood, on Thursday, 25th August, and was attended with a full capacity of 300 Education Support Staff. The day commenced with a gorgeous tribute to ES staff by the Heaney Park Primary School Choir, conducted by Mr. Ralph Holland, which was a great start to the program and well appreciated by the audience. The Forum was officially opened by Michael De'Ath, Regional Director, Eastern Metropolitan Region, who gave us the exciting news that the Forum was now recognised as an official event and has been placed on the Eastern Region calendar to be held every 2 years.

The theme of the Forum was "An Attitude with Altitude" which presented a time for learning, sharing of good practice and developing individual and organisation wellbeing solutions. Selina Byrne was an excellent presenter and made us stop and think about our physical wellbeing and the effect it has on our day. We learnt about vitamins, power shakes and good foods to eat – all boosting our energy levels and promoting good health. Many of us will now eat a hearty breakfast, drink green tea and get 8 hours sleep! Selina had a good understanding of our roles and her examples of characters kept us amused as well as providing useful tips when dealing with a variety of personalities. Sadly, we were advised to drink less alcohol and to give up the lolly jars!

The afternoon workshop was facilitated by Elida Brereton and, as always, Elida had the audience chuckling and thoroughly engaged as she described many a colourful 'techniques' in handling scenarios that often faced with and handled. We also received by the Region the lucky prizes and raffles who attended and network with region. Thanks have to sponsored the event which ensured the a comfortable and food and fantastic appreciates all the excellent feedback that was received which suggests that it was an overwhelming success.



engaged as she described character and her them. We looked at Education Support staff is ways in which they can be looked at complaints and how these could have day was concluded with to the delight of everyone finally, the opportunity to colleagues from across the go to the companies who and provided donations presence of quality speakers, accommodating venue, fine prizes. The Committee

Bev Tewkesbury
On behalf of EMR ES Forum Committee

AAGSA PD

INTERSTATE & INTERNATIONAL CONFERENCES 2011 Diary Dates:

Australian Association of Government School Administrators (AAGSA) State Association Conferences

*As a financial member of the ABMVSS you are also a member of AAGSA and entitled to attend interstate conferences with the following AAGSA affiliated organisations – at member rates. Please check the websites below for information on interstate conferences.

Diary Dates – please mark in your calendar of events:

ABMVSS PD 2011

ABMVSS MENTORING PROGRAM:
ABMVSS AGM 2011:

Day 3, 19th September – The Swanston Hotel-Grand Mercure
October 17th 2011 – River Rooms 2 and 3, Crown Complex

ABMVSS PD 2012

ABMVSS SGM
ABMVSS Conference
ABMVSS AGM

March 19th 2012 – River Rooms 2 and 3, Crown Complex
May 23-25th 2012 – Sebel Albert Park, Queens Road, Melbourne
October 29th 2012 – River Rooms 2 and 3, Crown Complex

AAGSA AFFILIATED STATE CONFERENCES 2011

AAGSA 2011 AGM 24-26th September, Adelaide SA

INTERNATIONAL CONFERENCES 2011

ASBO International 16-19th September – Seattle USA

www.asbointl.org

Mecu update

On 1 September, **mecu** adopted the new business name 'bank**mecu**'. Our company name remains **mecu** Limited. We will also use the term customer owned bank to describe ourselves. Our cooperative ownership, values, products, personal customer service and responsible approach to banking will not change.

Being a customer owned bank accountable to its customers who are also our owners is a claim no publicly listed bank can ever make.

We remain strongly committed to working with all our partners to offer our customers a better and more responsible approach to banking. You are invited to join us in this next stage of our long and proud history as we call ourselves bank**mecu**, a customer owned bank.

ABMVSS Payments

We are still receiving payments into the wrong ABMVSS Account. Please check your Cases 21 Creditor details for the ABMVSS to make sure you have two ABMVSS creditor details set up.

ABMVSS General Account

When paying by EFT the following details should be used for Membership, SGM and AGM payments:

BSB	803-140 (mecu)
Account no	23187942
Account name	ABMVSS General

If making cheque payments for the above items please make sure your credit details have the following address:

ABMVSS
PO Box 651
Altona 3018

ABMVSS Conference Account

When paying by EFT the following details should be used for Conference payments only:

BSB	803-140 (mecu)
Account No	23184993
Account name	ABMVSS Conference

Would you please alter your remittance advice email contact details advice in C21 Finance to healy.sonia.s@edumail.vic.gov.au (Sonia is our Administration Officer) or if the advice is being faxed please fax to 9398 2576.

If making **cheque** payments for the **ANNUAL CONFERENCE** please make sure your creditor details have been updated to the following address

ABMVSS C/- The Conference Manager
PO Box 3376,
Caroline Springs 3023

Thank you for taking the time to make sure you have two ABMVSS Accounts listed in your C21 Creditor details as this will greatly improve allocating your payment.

Newsletter Articles

Please forward reports/articles for inclusion in our Newsletter to Robyn Wilson wilson.robyn.m@edumail.vic.gov.au all submissions will be approved by the committee prior to publication.