

Joint Initiative Governance Group (JIGG) Action Points

Location	Ministry of Education, SPS, Room 4.08
Time	Thursday 29 th October 2015 – 1.00-3.00pm
In Attendance	<p>NZEI Attendees:</p> <p>Lynda Stuart (LS) Stephanie Mills (SM) Judith Nowotarski (JN)</p> <p>MoE Attendees:</p> <p>Sarah Borrell (SB) Tony Turnock (TK)</p>
Chair	Lynda Stuart (LS)
Secretariat	Donna Peel (DP)
Apologies	Graham Stoop (GS)

	Discussion Points	
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- It was noted that Lisa Rodgers will take up her role as Deputy Secretary, Student Achievement on 9th November 2015.
- SM has a concern around timeframes for the Support Staff workstream. We need to ensure that there is enough time to build relationships in order to capture the next steps and finishing mid December may not be a feasible date.
- Timeframes and deliverables – JIGG would like to see more detail on these from each of the workstreams. **(Action: 29/10:01)**
- We do not have a sense of whether the current roles are useful for ECE. It was suggested that the JIGG could provide some parameters/guidance to the workstream to allow free and frank discussions to take place. SB/SM to draft up some guidance notes for the ECE workstream. **(Action: 29/10:02)**
- JIGG would like to see some criteria to show that the workstreams are making progress. It was requested that each of the workstreams set milestones so that their progress can be measured. **(Action: 29/10:03)**
- PLD has yet to define its scope (by agreement). After the PLD meeting on 16th November we will have more information, the group will then be able to define its structure. DP to check with Pauline Barnes to see if an update can be provided in time for the next JIGG on 19th November. **(Action: 29/10:04)**

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- It was suggested that it would be of benefit to invite employers to the next JIGG so that they can decide how they would like to be involved in the Joint Initiative. SB to contact NZSTA (plus other ECE people) to invite them. (**Action: 29/10:05**)
- A meeting has been scheduled for Friday 6th November to discuss updating the Guidance Documents from a Community of Learning perspective; what updates are required and what needs to change.

Action Points			
Action	Who	Due	
29/10:01 (new)	Timeframes and deliverables – each of the 6 workstreams to provide updates	SB/SM	19/11
29/10:02 (new)	SB/SM to provide some wording on roles as guidance for the ECE workstream. <i>[note: - put on pause due to work groups own actions to advance discussions]</i>	SB/SM	12/11
29/10:03 (new)	Set milestones for each of the 6 workstreams	SB/SM	12/11
29/10:04 (new)	SM to check with Pauline Barnes to see if a PLD outcome can be provided in time for the next JIGG on 19th November.	DP	12/11
29/10:05 (new)	SB to contact NZSTA (plus other key people) to invite them to the next JIGG.	SB	6/11
24/09:02	Proposed implementation of phase one – how should this be communicated to the wider sector? SM to consider options and report back to the group.	SM	8/10
24/09:03	Teacher Career Pathway (Collective Agreement terms of settlement) – should this report to the JIGG?	ALL	Next Meeting – agenda item

Completed action points			
Action	Who	Due	
24/09:01	DP to confirm with SM number attending the Joint Workstreams meeting on 27 th October.	DP	Completed
19/08:01	The Ministry (SB) will advise NZEI (SM) of the MoE staff that NZEI staff coordinating each group should contact to set up the first meeting of the workstreams	SB	Completed

Meeting finalisation		
	Meeting closed at 2.30pm	The next meetings are scheduled for: Thursday 19th November 2015 Monday 14th December 2015