



Association of Integrated Schools Aotearoa New Zealand in collaboration with

Association of Proprietors of Integrated Schools

BUSINESS MANAGER CONFERENCE

Wednesday 27th and Thursday 28th October

Brentwood Hotel, Wellington

CONFERENCE PROGRAMME - WEDNESDAY 27TH OCTOBER

8:00am	Registrations Open
9:15am	Welcome
9:30am	Session 1 - APIS - Dr Kevin Shore - Use of Attendance Dues and Policy One Funding <i>During 2021 APIS has been working with the MoE to update advice around permitted use of Attendance Due and Policy One income. This workshop will present this updated advice along with scenarios for discussion and a question and answer time.</i> <i>Kevin will also provide the latest information and advice around the rollout of the Integrated Schools Investment Package.</i>
11:00am	MORNING TEA
11:30am	Session 2 - ANZ - Miles Workman <i>At the June AIS NZ Conference Miles gave a well received presentation which emphasised the continuing volatility in the global and national economies. He made some measured predictions however emphasized how changeable the picture is. He will provide a much anticipated update in these areas.</i>
1:00pm	Sponsors
1:30pm	LUNCH
2:30pm	Sponsors
2:45pm	Session 3 - Parry Field Lawyers - Kris Morrison - Education and the Law <i>Kris will focus on</i> <ul style="list-style-type: none"> • Employment • Following up and enforcing legitimate Board charges • Following up and enforcing non payment of attendance dues <i>This will include a Q&A time.</i>
4:00pm	Session 4 - Julia Grace - Wellbeing in the Workplace <i>So much has been said about the Wellbeing of students and teaching staff in recent times. Other school staff like Business Managers also face significant challenges balancing work and wider life. A busy and complex school environment presents significant challenges for this group. Julia has a background working in schools and more recently works as a Consultant, Presenter and Musician.</i> <i>Julia will address the issue of mental wellness from a personal and workspace perspective. Here is what one person in a recent audience said about her "She's got the singing voice of an angel but nearly made me wet my pants with her humour. Between laughter and tears at her honesty I learnt SO MUCH about my Mental Wellness."</i> <i>Julia will join us for dinner and share briefly at this also.</i>
5:00pm	Break
6:00pm	Happy Hour
7:00pm	Dinner

CONFERENCE PROGRAMME - THURSDAY 28TH OCTOBER

8:00am Registrations Open	
9:00am	<p>Session 5 - MoE - Rebecca Cook - State Integrated School Financial Administration</p> <p><i>Rebecca has become a recent favourite with our delegates. In addition to a general update on any new developments in the finance space from the MoE, Rebecca will focus in particular on;</i></p> <ul style="list-style-type: none"> • <i>Audit Processes and Reports</i> • <i>Financial Policies</i> • <i>Related Party Relationships (Board & Proprietor, Parent Associations, Donors etc)</i> • <i>Policy One Audits</i> • <i>Attendance Due Reporting</i> <p><i>There will be a Q&A session as part of this presentation</i></p>
10:15am	<p>Session 6 - Ministry of Education - Sarah Taylor / Dr Kevin Shore - Property</p> <p><i>Sarah and Dr Kevin Shore will cover;</i></p> <ul style="list-style-type: none"> • <i>Small and remote schools programme</i> • <i>Site plan updates</i> • <i>Furniture and equipment grants</i> • <i>Policy Two Funding</i> • <i>School Property Guide</i> • <i>Property Maintenance Grant to Board of Trustees</i> • <i>Board Contributions to Capital</i> <p><i>This will include a Q&A time.</i></p>
11:30am	MORNING TEA
12:00pm	<p>Session 7 - Ministry of Education - Iona Holsted (Secretary of Education)</p> <p><i>The Government has recently announced some restructuring of the Ministry of Education. The Secretary will provide delegates with the latest information around the implementation of the Education Service Agency. This will include a Q&A time.</i></p>
1:15pm	LUNCH
2:15pm	<p>Session 8 - Business Manager Forum</p> <p><i>Executive Members Chris Johnston and Rob Blackett chair a general forum with the agenda shaped by question submitted before the conference and those taken from the floor.</i></p>
3:30pm	Conference Close

[Please click here to register](#)

About our Speakers



Iona Holsted

Iona Holsted was appointed as Secretary for Education in 2016.

Prior to this, Iona was the Chief Review Officer and Chief Executive of the Education Review Office. Between 2007 and 2014, Iona held four senior management roles at the Ministry of Social Development, including Deputy Chief Executive – Students, Seniors and Integrity Services. In this role, she was responsible for services to seniors (superannuation payments), Studylink, and the integrity of the benefit system. Iona also spent six years as a Deputy Commissioner at the State Services Commission.

She started her career as a primary school teacher in Auckland, later becoming an advocate and researcher for the Public Service Association, and then as General Manager of a community-controlled primary health care organisation.

Iona has completed an executive leadership programme at the INSEAD Business School, and studied strategic leadership at Oxford University. She has been a mentor with the New Zealand Institute of Management since 2007, is a Member of the Executive Leadership Learning Network, and has served on Barnardos and YMCA Greater Wellington Boards.

Iona has a Higher Diploma of Teaching from Victoria University of Wellington and trained as a teacher at Waikato College of Teacher Education.



Dr Kevin Shore

Dr Kevin Shore has been appointed the new Chief Executive Officer of the NZ Catholic Education Office, replacing Mr Paul Ferris QSM. Dr Shore will be Chief Executive of both NZCEO and the Association of Proprietors of Integrated Schools (APIS).

Dr Shore was Principal of St Peter's College, Palmerston North, and previously Principal of Cullinane College, Whanganui. He has a Doctorate of Education, a Masters in Educational Administration, a Post Graduate Diploma in Technology Education; and an NZ Civil Engineering Certificate (from a previous life!). His leadership has been in both state and state integrated schools over the past 25 years. Following his doctorate, he has been published in a number of professional journals as he focused on growing leadership in our schools.

Dr Shore has a strong commitment to te Tiriti o Waitangi. He has a genuine commitment to equity in education, and supports the practice of akonga and whānau (student and family) because of the way it aligns with the social justice focus of our school communities. He was fortunate to be accepted for a special equity-focused leadership course at Harvard University in 2015. More recently he has been a member of the Ministerial Joint Task Force for reducing the burden of administration and compliance in schools.



Miles Workman

Miles joined ANZ in 2018 from the New Zealand Treasury, where he spent the previous four years working on fiscal strategy advice, macroeconomic policy, and the Treasury's economic and tax forecasts. Miles's day-to-day activities include monitoring economic developments, contributing to the economic forecasts and writing key publications, such as the Morning Focus, Market Focus and Quarterly Economic Forecasts.



Kris Morrison

Kris is a partner with Parry Field Lawyers, based in Christchurch. He and Parry Field act for many schools, churches and charitable trusts around New Zealand. Kris also leads Parry Field's corporate, technology and start-up advisory team. He is a Trustee of the Emmanuel Proprietor Trust and of educational charity, Code Club Aotearoa.

Kris is part of the legal counsel team for the Association of Integrated Schools.

About our Speakers



Julia Grace

Julia Grace is a Keynote Speaker, Tui Award-winning Singer/Songwriter, Registered Teacher, Writer/Blogger and Mental Wellness Advocate.

Unofficially she is funny, insightful, passionately honest about her own journey with Mental Wellness and able to hold a crowd of any size in the palm of her hand.

Building on her 25 year career as a singer/songwriter with extensive national and international touring experience, and years of work in the classroom, Julia has been a Keynote Speaker and Contributor at over 120 Conferences and Events in the last 2 1/2 years on the topics of Mental Wellness including crisis, depression, anxiety and stress.

Julia has a knack of tackling the 'big' topics and breaking them down into memorable ideas, giving everyone a set of practical tools to help support their brain and body.

Julia has recently created a one-minute Facebook video series on Mental Wellness topics that have collectively had over 50,000 views and a reach of 95,000+ people.



Rebecca Cook

Rebecca Cook is the School Financial Adviser for the Auckland and Tai Tokerau Region. Rebecca joined the Ministry of Education, School Finance Advice team in 2017 and is based in the Auckland Office.

Rebecca is a Chartered Accountant with 25 years' experience, predominantly in the financial services industry providing financial advice, regulatory guidance and process efficiencies at a senior leadership level for New Zealand and Australia's leading banks, insurance and financial institutions. The switch to the education sector has been a rewarding one for Rebecca, who works hard to build strong and collaborative relationships with her schools, while working with them to identify and mitigate the financial challenges the school faces. Rebecca has presented at AIS NZ Business Manager Conferences.



Sarah Taylor

Sarah Taylor is a Senior Advisor at the Ministry of Education and is based at the National Office in Wellington. She has been with the Ministry since 2005 and with the Infrastructure Group for over 12 years. For the past seven years she has been working solely with integrated schools and proprietors on all matters relating to property and funding.

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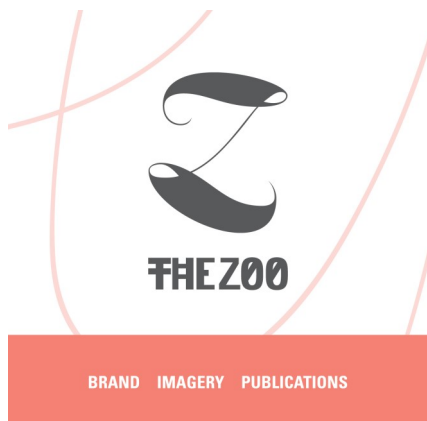
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